

Department of Corrections
Division of Adult Institutions

RACINE CORRECTIONAL INSTITUTION



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**Annual
Report**

FY 05/06

DEPARTMENT OF CORRECTIONS
RACINE CORRECTIONAL INSTITUTION
STURTEVANT TRANSITIONAL FACILITY

ANNUAL REPORT FOR FISCAL YEAR 2005/2006

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A Message from the Warden

I am honored to have been appointed the Warden of the Racine Correctional Institution effective December 25, 2005. During my limited time at RCI, I have discovered that our greatest resource is the staff's dedication to providing a safe and secure institution, as well as providing humane treatment to all inmates. The Racine Correctional Institution also includes the Sturtevant Transitional Facility, consisting of a minimum custody population as well as Probation and Parole detained offenders. This unique, multi-faceted organization creates many challenges that staff continue to meet. Many examples of RCI's accomplishments over the past year are noted in the annual report. I would like to highlight a few of those accomplishments.

In relation to community support, the inmates conducted a fundraiser in September 2005 for the American Red Cross Hurricane Katrina Relief Fund, donating \$661 to this cause. The Inmate Veterans Group also had a fundraiser, raising \$450 to help support the Burlington Transitional Living Center.

To highlight Victims' Rights Week, RCI staff held a silent auction, raising \$1,223.50. The money raised was donated to the Women's Resource Center. RCI has held many other events, including a garden project that donated produce to local food banks.

On December 12, 2005 the institution conducted a planned Lockdown-Shakedown. This planned exercise was completed in three days with minimal disruption to the institution operations, thanks to the efforts of all staff. Staff members were willing to work in all areas of the institution operations, maintaining a safe and secure institution for staff and inmates.

In regard to our facility upgrades, the planning for the garage at STF and warehouse expansion occurred in 2005. These projects have progressed to the point that we are breaking ground to initiate the construction. This will give us the ability to increase storage at RCI and provide vehicle containment at STF. RCI also installed an 800 KW generator to allow the institution to be self-sufficient during emergencies and power outages. This ability greatly increases the security of the institution during emergencies.

The institution had been challenged to increase the AODA residential treatment program in the Dane housing unit. RCI staff has met this challenge, hiring five additional social workers with the potential to increase programming by 150%. All social workers have obtained certification and training to provide AODA treatment. The Dane Unit has gone through a structural change, increasing program space while maximizing office space for staff.

With all the accomplishments, many challenges still lay ahead. As we continue to maintain a safe and secure institution, increased programming will allow the institution to focus on reintegration and re-entry efforts. I am confident that our staff is up to the challenge and together we will accomplish our goals.

Robert Humphreys

SOME FACTS ABOUT RCI . . .



RACINE CORRECTIONAL INSTITUTION ROBERT HUMPHREYS, WARDEN

RACINE CORRECTIONAL INSTITUTION, WHICH INCLUDES THE STURTEVANT TRANSITIONAL FACILITY, IS LOCATED IN RACINE COUNTY, WITHIN THE VILLAGE OF STURTEVANT.

2019 WISCONSIN STREET
STURTEVANT, WI 53177-1829
PHONE: (262) 886-3214
FAX: (262) 886-3514

- **Date Opened:** 1991
- **Security Level:** Medium
- **Operating Capacity:** 1,021 Males
- **Current Population:** RCI-1589, STF-300 (Total 1889)
- **Security Staff:** 338 FTE
- **All Other Staff:** 169 FTE
- **Number of Acres:** 150
- **Inmate to Staff Ratio:** 3.7 inmates for every staff member
- **Operating Budget:** \$35,507,798.14

HISTORIC NOTES . . .

Although the Racine Correctional Institution (RCI) officially opened its doors on May 6, 1991, part of the facility was the former St. Bonaventure Prep School. St. Bonaventure was founded in 1901 in Pulaski, Wisconsin. Originally, the school's goal was to prepare Polish youth for priesthood. The Franciscans who ran the school wanted a location to draw students from the largest Polish populations of Milwaukee and Chicago. In 1921, they moved to Sturtevant. As the years passed and interest in the priesthood decreased, the school's focus changed to preparing young men for college. In 1983, financial difficulties forced the school to close, and it was later converted into the Racine Correctional Institution.

RCI Mission Statement

The Racine Correctional Institution shall endeavor to protect society from harmful acts, both now, and into the future, which may be committed by offenders placed in custody for the purposes of confinement and positive change. A desirable way to pursue this mission is through an array of services aimed at the positive development of human learning, growth and meaningful behavior control.



A Look at the Past Year

... Some of RCI's Many Accomplishments ...

- Semi-annual graduations are held at RCI. At the 8/16/05 ceremony, seventeen HSED graduates and fourteen vocational completers were recognized. Of the fourteen vocational graduates, three were serving apprenticeships at RCI for Culinary Arts. The keynote speaker was a counselor with *Voices Beyond Bars*, an ex-inmate support group based in Madison.
During the 3/15/06 graduation, thirty-two HSED graduates and twelve Vocational Program completers were honored.
- Inmates donated \$661 to the American Red Cross Hurricane Katrina Relief Fund.
- The Education Department hosted workshops for inmates with child support questions and concerns.
- Effective 10/3/05, RCI became a tobacco-free facility.
- The 2005 Education/Job Fair, "Working Toward Success" was held. The event was attended by over 400 inmates who were within one year of release or had successfully completed programming. Twenty-two vendors exhibited, representing RCI, government agencies, colleges, private industry and community-based organizations.
- A planned Institution Lockdown/Shakedown was completed over a three day period in December 2005.
- The RCI Garden produced a total of 27,208 pounds of vegetables, which were donated to local food pantries.
- Several departments worked together to offer a "Card Making Extravaganza," as an attempt to encourage inmates to stay in touch with their families and work towards building or re-building good relationships with their children. Over 200 inmates worked together making cards to send to their families and friends.
- In February, Black History Month activities included:
 - Greater Grace Temple of Racine gave a presentation on Black gospel music and its influence upon the civil rights movement.
 - An amazing panel of community leaders shared their time and talents to celebrate our cultural heritage at RCI's 3rd Cultural Diversity Symposium. Three hundred inmates packed the bleachers to attend this program.



Cultural Diversity Symposium

... Some of RCI's Many Accomplishments ... (Continued)

- A representative from Career Youth Development spoke about Black on Black crime.
- A speaker from BeeCee Enterprise, who recently visited Africa, gave a presentation based on artifacts she brought in for display.
- Staff and inmates alike took part in the many activities during National Crime Victims' Rights Week in April 2006. Activities included Poster Making, Silent Auction, Workshops, Recreation Fundraisers, Staff Bake Sale, Speakers, Information Distribution, Banners, and on and on. Over \$2,200 was raised by staff and inmates to benefit the Racine Women's Resource Center.



Items Crafted by RCI Staff for sale at the National Crime Victims' Rights Week Silent Auction

- Fourteen ERU members participated in the annual Mock Prison Riot in Moundsville, West Virginia, sponsored by National Corrections & Law Enforcement Training & Technology.
- Staff celebrated National Correctional Employee Week. Activities included:
 - Years of Service Recognition Ceremony, with certificates for staff reaching five years of service increments
 - Breakfast for all employees
 - A Picnic style lunch for all employees
 - An Ice Cream Social for all employees
- In June of 2005, RCI's 2nd Shakespeare Project was completed, with three performances of *Othello* by inmate actors. Sixteen RCI inmates studied the text and rehearsed for nine months. Two performances were for inmate and staff audiences, and the third for inmate actors' families and invited DOC and UW-Parkside guests.
- A new 8000 KW emergency generator was installed and brought on line.
- A Volunteer Appreciation Banquet was held in honor of the institution's many dedicated volunteers. Volunteers received certificates acknowledging their work throughout the year. Music and song were provided by the RCI Inmate Choir as well as from the volunteers.

◀ RCI COMMUNITY RELATIONS BOARD ▶

In support of the mission of the Department of Corrections, the Division of Adult Institutions and individual institutions/centers, Community Relations Boards are intended to function as a mechanism for the enhancement of public education and advocacy for issues that are relevant to the operations of adult correctional institutions/centers in Wisconsin.

It is the policy of the Department of Corrections that Community Relations Boards function as a vehicle for establishing local community support for institution/center operations and to promote positive communications between the facility and local communities. Two-way communication assures the opportunity for institutions/centers to convey the mission of the Department of Corrections and to enhance community understanding of correctional programs.

Members of the RCI Community Relations Board and Their Affiliations



- Hubert Braun
Chairperson, Community Representative
- Gary Bublitz
Community Representative
- Marilyn Dittlof
Secretary, Community Representative

- Robert Humphreys
Warden - Racine Correctional Institution
- Steve Jansen
President - Sturtevant Village Board
- Jerrold Klinkosh
Trustee – Village of Sturtevant
- George Loumas
Community Representative
- Arthur Scola
Director of Public Safety – Village of Sturtevant
- Thomas White
Community Action Agency, Community Representative

◀ EDUCATION ▶

BELLE VENTURE SCHOOL

RCI's Belle Venture School continues to promote its mission of helping inmates develop their capacity to become lifelong learners. The core programming, Adult Basic Education and Vocational Programs, anchors several more initiatives designed to meet the diverse needs of the prison population. Financial Literacy and Creative Writing were added this year. The Parenting initiative grew to include Father Read workshops, the library began the Poetry Slam program, and ESL (English as a Second Language) was expanded to include a GED preparation class.

Two shifts of classes offer enrollment opportunities to inmates who may also work part-time. Enrollment averages 365 students. Most inmates are enrolled part-time. Vocational students are enrolled full-time. Educational services continue at Sturtevant Transitional Facility (STF) and function on an as-needed basis.

Belle Venture School continues to partner internally and with the community as well. With leadership and experience from the education staff who oversaw past initiatives, the Employment/Job Fair, held in late fall of 2005, welcomed community-based reintegration partners as well as private industry to make the employment connection with RCI inmates. PA Staffing of Racine reported that two inmates who visited the fair and participated in a pre-fair resume workshop were interviewed and placed in jobs upon release.

Belle Venture School staff participates in AODA and STEP programming with Curriculum and Adult Basic Education classes.

The Employment Resource Center became an integral component of the RCI Reintegration Unit by providing employment readiness services, including the ability to search the JobNet for available job placement.

Our second Shakespeare production was held this year. Special projects and Community partnerships continue to complement our core and reintegration services. Through a partnership with UW-Parkside, RCI inmates presented a production of Shakespeare's *Othello*. This is the second year for the RCI Shakespeare Project. Seventeen inmates, reporting to the UW-Parkside Communications Chair and a RCI volunteer, worked over a nine-month period to study, understand and learn acting techniques to produce three performances; two for the RCI population and one for family, friends and guests.

To Celebrate Black History Month, Belle Venture School hosts a Multicultural Forum featuring prominent community leaders. This year's program included the President of Racine Chapter NAACP, the Program Director of the Gang/Crime Diversion Taskforce, Racine County Executive and others. Over 250 inmates attended and learned about the value of Community Diversity.

The Diversity Circles program, offered in conjunction with the UW-Parkside Center for Community Partnerships, offers inmates an opportunity to discuss racism in a non-threatening forum. Facilitated by RCI staff and an inmate co-facilitator, the program strives to reduce racism by producing understanding. Through dialogue based on experience, inmates share their cultural heritage and experiences with each other. A new Circle begins each 6-7 weeks and

inmate facilitator training is held once or twice each year. In FY06, eight inmate facilitators were trained and fifty-nine inmates participated in Diversity Circles.

Multi-Cultural Literature Class, which is funded by a grant to the UW-Parkside Center for Race and Ethnicity, offered a ten-week course which examined the history of the ethnic groups who populate America. Twelve inmates read "A Different Mirror: A History of Multicultural America", wrote about their reactions to it, and discussed the multicultural framework of the United States.

Poetry Slams are hosted by library staff each month for inmates to perform and compete with original poetry. Poetry Slams began as a Victims' Rights initiative and grew to the monthly activity. The slams have been hosted and supported by Wisconsin poets, primarily Dasha Kelly from Milwaukee.

Child Support Workshops are held quarterly due to a partnership with Milwaukee County Child Support agency. The workshops are held to assist inmates with child support questions, concerns and payments. The workshops have been increasingly popular. The June workshop hosted Milwaukee and Racine Counties, with 69 inmates attending. Kenosha County has also participated throughout the year.

The Restaurant Cook Apprenticeship program continues to be offered to those who successfully complete the Gateway Technical College Culinary Arts program. Three apprentices have signed contracts with the Bureau of Apprenticeship Standards.

Interns continue to complement the services offered, particularly working in the Employment Resource Center with inmates preparing for release. Interns come from UW-Parkside, Carroll College, and Carthage College.

RCI continues to organize graduation ceremonies twice per year to honor the HSED, GED and Vocational graduates. Graduates may invite family members to attend and have their photos taken with their loved ones. In FY06, thirty nine inmates earned the HSED, three the GED, and sixteen inmates completed Vocational programs.

Focus on Reintegration

■ Employment Resource Center (ERC)

The Employment Resource Center, located in the library, helps participants prepare a portfolio which includes a resume, cover letter, and community resources. Inmates also receive assistance with interviewing and job leads available in their area of return. Currently the ERC is open to anyone within six months of release who would like to prepare for their transition to the community, and is part of the Reintegration Unit programming. Services continue to expand in the ERC, with afternoon hours and the addition of access to the Wisconsin JobNet for up-to-date job opportunities.

Several other services are also being explored: outside agencies are being asked to come in and promote their programs and three mini-workshops are being developed locally utilizing the "Man I Need a Job," "99 Days and a Get Up," and the "Putting the Bars Behind You" series. Since its re-opening, the ERC has helped several hundred individuals prepare for release, in addition to providing assistance to those in the Computer Vocational program with portfolio completion.

The number of participants in the ERC for FY06 was 260 individuals, with over 1,000 visits to the ERC.

- Father Read is new in FY06. Each group of up to sixteen participants lasts approximately ten weeks and focuses on improving literacy skills, as well as learning to be a more effective parent through reading and writing. A selection of children's books is studied, activities that would interest children are completed, and corresponding writings and reflections are done. As a final activity, a book can be taped and sent to the child.
- Financial Literacy – Money Management Class
Due to the fact that solicitations for Money Management classes generally involve the creation of a backlog, Belle Venture School offered it on a continuous basis and the book review class was not conducted this year. Between 9/1/05 and 7/17/06, 73 students enrolled in Money Management (47 completed and 15 are currently attending the class).

The class format was modified to be more modular so that students may enter at multiple points. This helps reduce the backlog. Now that the Kenosha Unit is focused on reintegration, students from that unit are given priority to join the class because of their short time to release.

The class has been well received by the RCI inmates. Included in the curriculum, is a few minutes to discuss the economic issues from the daily news and relate the current events to our class objectives. A list of related videos that are available in our library is given to each student for viewing.

- Parenting is an ongoing class that provides basic skills in becoming a better father. Three sections are available: Birth through Preschool, Five-Twelve Year Olds, and Teens. While each section discusses communication, development, and discipline, special topics that are particularly relevant to the respective age groups are discussed.
- ROAR is a book-sharing program through the visiting room reading collection that continues to be supported by Education and Library staff.

Adult Basic Education (ABE)

This is more than teaching reading and math. At Belle Venture School, the ABLES class (Adults Building Literacy and Everyday Skills) is offered to meet the needs of low functioning students. Basic ABE concentrates on improving math and reading skills, and the ABLES curriculum promotes community living literacy by teaching low functioning inmates the basics of Financial Literacy, Wellness, and Study Skills.

AODA Program Support

Low functioning students enrolled in AODA programming participate in two hours of Adult Basic Education per day. Students study to increase their math, reading and problem-solving skills. Special projects that address task-specific skills are reading a ruler, telling time, and geography skills. Higher functioning AODA participants who do not have a high school credential are also enrolled in HSED classes.

ESL

English as a Second Language demands remain high at RCI. Belle Venture School has two bilingual teachers, one ABE and one Math. Four class periods per day are assigned to ESL

instruction. RCI uses Spanish GED instructional materials and provides GED testing in Spanish. The bilingual Math instructor also provides valuable instruction in two languages.

High School Equivalency (HSED)

HSED classes continue to address the needs of those students whose goal is to complete their High School Equivalency. In FY06, forty-two inmates earned their HSED. Students who are enrolled to earn their HSED participate in study for the five GED classes and enroll in Health, Civics, and Employability Skills.

- 38 students completed the Health Class
- 30 students completed the Civics curriculum
- 44 students completed Employability Skills

5.09 is an alternative curriculum that enables a student with learning difficulties to earn a High School Equivalency Diploma. The 5.09 committee was formed this year and RCI has begun to implement the 5.09 teaching team.

Literacy Lab

Provides basic skills development to approximately sixty inmates each day. Inmates develop basic skills in adult literacy and those needed to pass GED pretests in reading, writing, science, social studies and math. They develop skills through use of computer learning with three programs called Destinations 2.0, Contemporary GED, and Contemporary Pre-GED. These programs set up individualized programs via pre-assessment tests and follow-up the assessment with step-by-step instructions with each lesson. They also provide immediate feedback, performance reviews, and performance summaries.

Sturtevant Transitional Facility Services

The Belle Venture School at RCI established educational opportunities for inmates at STF during the second, third and fourth quarters of FY06. During the six month period, a total of sixty-nine inmates assigned to the Community Custody, Alternative to Revocation and Probation/Parole Hold sections of STF participated in the GED and Title One programs. Title One education was made available to all inmates under the age of twenty-one on both sides of STF, minimum and maximum. GED preparation and testing was made available to Community Custody inmates and Alternative to Revocation inmates assigned to STF minimum. A total of fifty-two inmates received Title One instruction during this period. On the average, fourteen inmates received Title One instruction weekly. Also during this period, seventeen inmates received GED test preparation instruction. Additionally, one inmate was able to complete his GED and another, his HSED.

Title One

The Title One Specialist position was filled this year to provide Title One assistance and additional programming to the Title One population. RCI's Title One enrollments average about twelve students at any given time. With the assistance of the Title One Specialist, students are enrolled for a minimum of four hours each day.

Vocational Programs and Apprenticeship

The two vocational programs offered by Belle Venture School produced sixteen graduates in the FY06 Culinary Arts Apprenticeship program and continues with three more Culinary Arts graduates entering into Apprenticeship contracts. The Culinary Arts program of the Belle Venture School continues a partnership with the Bureau of Apprenticeship Standards. Students

that graduate from the Culinary Arts program have an opportunity to enter into the Restaurant Cook apprenticeship program.

Wisconsin Institutions Literacy Council

The DOC tutor training program remains very active at RCI. The training is offered twice per year to prepare inmates to support the curricula in most classes, including ABE, HSED, ESL and the Specialized Training and Employment Project (STEP). Twenty-one inmates were certified this year. On the average, Belle Venture School employed sixteen tutors per month, averaging 1,936 hours of tutoring per month. In addition to the forty-hour training offered, each tutor participates in Diversity Circles to learn about the value of Cultural Diversity. This program also offers support to the AODA programs with trained tutors who can support the instruction and help low functioning inmates complete the AODA lessons.



The RCI library is an extremely busy library. It has ten law library computer stations and four audio video stations, in addition to a large print collection. Inmates who visit the library can also access materials through interlibrary loan. Mind puzzles are posted weekly to keep the patrons interested in reading and learning.

2006 Statistics

Circulation	71,721
Library Visits.....	56,221
Law Library Visits.....	7,746

Materials

A total of 2,110 materials were added to the library collection in 2006. Additions included much needed updated reference materials, periodicals on a subscription basis, law materials, Spanish and large print offerings, general fiction and non-fiction materials. The addition and processing of these materials consumed approximately 174 hours of the librarian’s time plus 62 hours of the library workers’ time.

Educational videos and DVD’s are currently available in the library for viewing by class participants and the general population. The project of cataloging the videos so that they are included on our library database and on the Wisconsin combined catalog is continuing.

Continued changes were made in the library configuration to improve ease of use and security. Tables were resized and reconfigured in order to increase the number of seats available in the library, and additional seating was added in the law area. Maintenance was consulted about the feasibility of adding additional shelving in open wall areas. The project will be undertaken as funds become available.

The librarian's office was restructured and retrofitted with furniture crafted by the RCI Maintenance Department. These furnishings created a more efficient work area.

Spanish materials and large print books were augmented to better serve those segments of our patron population.

The segregation library and Sturtevant Transitional Facility libraries are inventoried monthly. Supplemental cases are requested from the main library on an as-needed basis for the segregation population.

Donated Materials

A request for materials was posted on the Wisconsin Public Library listserv in February of 2006. From this posting the RCI library received approximately fifty updated phone directories and over two hundred books, books on tape and educational videos. Two used paperback stores in the private sector continue to provide donations of select books on a monthly basis. Books that duplicate our collection are traded with another library, donated to other institution libraries, or offered for sale in an ongoing used book sale in the RCI library.

Law Library

The law library area has been reconfigured to incorporate computer, print and auxiliary materials. Typewriters have been added and updated as necessary. Materials not available through the law resources are made available through inter-library loan. Segregation and STF have satellite collections. A state-wide project to offer closed network access to the law database is scheduled to go on line before the end of 2006. This transition will eliminate most print materials in the main law library and will also provide computerized access in the satellite libraries.

OTHER SERVICES

Card-making Events

The library once again sponsored two successful card-making events, using paper, envelopes and supplies donated by an outside source. Almost 600 inmates attended the events that were held in the gymnasium.

Catalogs and Financial Aid Forms

An effort was made in 2006 to offer a variety of mail order catalogs and federal financial aid forms for the library patrons. We receive approximately six-hundred East Bay and Marcus catalogs each printing.

Interlibrary Loan

There were 1,848 items requested by RCI patrons from Wisconsin libraries. This is a decrease over last year, which was attributed to Inter-Library not being available for approximately four months.

Mind Challenges

Mind challenges were provided in the library on a weekly basis in an effort to encourage inmates to exercise their minds in solving puzzles and doing research. Over one-hundred entries are submitted weekly.

Othello Contest

The library hosted a contest available to general population to motivate inmates to read Shakespeare's Othello and to attend the RCI performance. Inmates who answered the most questions correctly on the quiz won a front row seat to the performance. Twelve inmates won the special honor.

Poetry Performances and Workshops

The library sponsored a poetry workshop followed by a "slam", a spoken work competition. The workshop was limited to twenty-five participants and the performance was attended by 100 inmates. In response to the success of that initial offering, the library designated the top twelve poets in the competition as the "Scribe Circle." Those twelve inmates have since taken on the responsibility for planning a poetry event, which is held the third Friday of each month. Attendance at these events has consistently reached capacity. Author/poet Dasha Kelly of Milwaukee has assisted the staff committee with the workshop presentation and also with provision of traveling poets at each of the events.

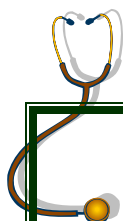
Tax Forms and Tax Assistance

Standard tax forms, booklets and instructions were available for inmates and staff.

◀ HEALTH SERVICES UNIT ▶

The Health Services Unit (HSU) provides first and second shift nursing coverage, with nursing staff available on-call during third shift. This includes sick call, urgent, emergency, and chronic care. The physician schedules on-site medical appointments with inmates as needed.

Lab testing, EKG, X-Ray, optical, physical therapy, and prescription medication refills are taken care of in the HSU. Additionally, psychiatric appointments are scheduled by HSU staff.



STATISTICS FOR HEALTH CARE SERVICES PROVIDED

Provider	RCI No. of Contacts	STF No. of Contacts
Physician	2,453	563
Nurse Practitioner	1,934	646
X-Rays	215	# Not Available
Dental	1,034	# Not Available
Psychiatrist	1,284	# Not Available
Optometrist	230	# Not Available
Off-Site Visits (Not UW-Hosp)	212	# Not Available
Off-Site Visits – UW-Hosp	1,026	# Not Available
RN Sick Call/Appointments	15,942	1,551
Total	24,330	2,760

Referrals for specialty care and treatment are done through the HSU and the RCI physician. The RCI physician reviews recommendations from outside providers, such as UW-Madison Hospital and Clinics.

◀ HUMAN RESOURCES ▶

Racine Correctional Institution is committed to providing training and development to all employees. All new hires in 2005 received in-service training during their initial six months of employment.

Monthly training sessions are held at the institution to enhance knowledge and skills necessary to promote personal and professional growth of employees. The first Monday of every month is "Training Day," and employees are encouraged to participate in a variety of classes.

Employees also take advantage of programs outside of the institution. These include conferences, meetings, workshops, seminars and classes. Some of the programs attended in 2005 include Crisis Negotiations, Risk Management and Safety Conference, Gang Crimes Training, Administrative Support Training Day and Mock Prison Riot Training.

CRITICAL INCIDENT STRESS DEBRIEFING

The purpose and goal of the program is to provide prompt and affirmative intervention to employees who experience job-related incidents with the potential of producing sudden psychological trauma. The trauma could be sufficient enough to jeopardize an employee's performance on the job and/or well being in other areas of life.

Critical Incident Stress (CIS) results from "exposure to or involvement in an event that is outside the range of usual human experience that would be markedly distressing to almost anyone," such as:

- Being taken hostage
- Actual or attempted physical/sexual assault
- Being involved in or witnessing the death of a co-worker or inmate

The CISD program has two components: peer support and debriefing. The role of the peer supporter is to be the first point of contact for a potentially critical incident. He/she determines whether an incident should be referred to the local CISD Committee.

Critical Incident Stress Debriefing entails a group meeting process that aims to defuse potential post-traumatic stress and other stress symptoms. It enables emotional ventilation and stress education. Debriefings are conducted to help people become aware of their reactions, normalize feelings, increase coping skills and to give and receive support. Preventing normal short-term reactions from turning into more serious, costly, long-term consequences is also a goal.

Thirty-one staff, representing almost all departments within the institution, working all three shifts, are available to function as CISD peer supporters. Peer support contacts were offered and made for incidents of inmate suicide/deaths and significant assaults. No formal debriefings were held.



The “Corporate Cup” is an annual fitness and creativity challenge to promote fun, fitness and community spirit, sponsored by the Racine YMCA. Teams from local companies, businesses and organizations compete in a variety of weekend activities. The events are specifically designed so that employees, regardless of age, sex, physical condition or previous experience, are eligible to compete in an event that is just right for them.

The year 2005 was RCI’s fourth year of participating. The competition consists of several events with everything from tug-of-war to cribbage. RCI had thirty-three teams participate this year.

EMPLOYEE ASSISTANCE PROGRAM

The EAP serves RCI staff as an information and referral service for employees and their families who may be experiencing financial, marital, alcohol and/or other drug abuse or other personal crisis. Employee coordinators are trained to link employees in need with appropriate resources. The EAP Advisory Committee also coordinates the Health and Financial Fair that is put on annually for staff in October.

HEALTH AND SAFETY

Per a Department of Corrections Directive, each institution must establish a Health and Safety Committee. Its responsibilities include: safety inspections, accident reviews, safety-related incident reviews, promotion of health and safety awareness, and attendance at health and safety meetings. In 2005 the Health and Safety Committee hosted two blood drives, co-sponsored a Health and Financial Fair for employees in October, and provided a variety of training to institution staff on Health and Safety topics.

LABOR RELATIONS

Wisconsin State Employees Union (WSEU) Council 24 represents 403 staff members. The bargaining units and number of positions are listed below.

Professional Social Services (PSS) Local 2748	39 positions
Security and Public Safety (SPS) Local 3777	321 positions
Administrative Support (AS) Local 3777	30 positions
Blue Collar (BC) Local 3777	31 positions
Technical (T) Local 3777	7 positions

Other union affiliations and number of positions are:

United Professionals for Quality Health Care (UPQHC)	13 positions
Wisconsin Education Council (WEAC)	15 positions
Electrician (430)	1 position
Non-Represented	46 positions

We have a total of 503 positions (including vacancies).

◀ INMATE COMPLAINT REVIEW SYSTEM ▶

The Wisconsin Department of Corrections affords inmates a process to have grievances expeditiously resolved in the correctional setting. RCI staff makes every effort to assist inmates with informal methods of resolution, usually resulting in a more effective outcome, favorable institution climate, and optimum utilization of staff time and resources. This is coupled with a strong emphasis on directing inmates to take progressive steps via chain-of-command, to initiate resolution. The numbers below reflect a remarkable decline in complaints. RCI staff and inmates are responsible for successfully working together to achieve this goal; this is a prime example of what the DOC Mission is all about.

STF is a unique facility, unlike any other in the state of Wisconsin. The STF numbers below reflect a remarkably low number of complaints. This is clearly indicative of staff and inmates effectively working together.

RCI Complaints for Fiscal Year 04/05: 723
 RCI Complaints for Fiscal Year 05/06: 466

This is a decrease of 257 or approximately 30%.

STF Complaints for Fiscal Year 04/05: 73
 STF Complaints for Fiscal Year 05/06: 54

This is the second reporting period since STF Workhouse opened with inmates on December 8, 2003.

<i>Inmate Complaint Tracking System</i>					
Subject	RCI			STF	
	Number of Complaints	Percentage		Number of Complaints	Percentage
Bureau of Correctional Enterprises	0	0.0		0	0.0
Classification	7	1.5		0	0.0
Correspondence & Publications	37	7.9		3	5.6
Discipline	50	10.7		6	11.1
Discrimination	1	0.0		0	0.0
Food	5	1.1		1	1.9
HIPAA	3	0.6		0	0.0
Inmate Accounts	20	4.3		3	5.6
Inmate Complaint Review System	9	1.9		0	0.0
Medical	44	9.4		1	1.9
Other	45	9.7		6	11.1
Parole	0	0.0		0	0.0
Personal Physical Conditions	14	3.0		5	9.3
Personal Property	147	31.5		15	27.8
Religion	1	0.2		1	1.9
Rules	2	0.4		3	5.6
Staff	36	7.7		4	7.4
Visiting	23	4.9		0	0.0
Work and School Programs	22	4.7		4	7.4

Complaint Dispositions	RCI			STF	
	Number of Complaints	Percentage		Number of Complaints	Percentage
Affirmed	40	9.0		9	15
Dismissed	217	48.0		21	35
Informally Resolved	0	0.0		0	0.0
Rejected	192	43.0		30	50
Withdrawn	0	0.0		0	0.0

◀ MANAGEMENT SERVICES ▶

Management Services provides major supportive services to the entire Institution, RCI/STF. Management Services includes Business Administration (including management of the operating budget), Business Office operations (including Institution and Inmate Accounts, Accounts Payable, Purchasing, Stores, Clothing, Canteen operations and IT services), the Food Service Department and the Buildings and Grounds Department.

■ Buildings and Grounds (Maintenance) Department

It has been stated that change is constant and RCI is no exception. The year can best be described as a year of new experiences. The second full year of operation for Sturtevant Transitional Facility (STF), Probation and Parole Hold and Workhouse presented new challenges. One vacant maintenance staff position was removed from the budget. Staff turnover was somewhat higher than normal and cross-training was constant.

The activity level has been high, as usual, and this is only a brief list of the many accomplishments effected by the conscientious, multi-tasked and dedicated employees in the RCI Maintenance Department.

- Installed data and phone line for ICS in Warden's Conference Room
- Installed gas port holes in the STF dayroom doors
- Replaced RCI Armory A/C unit
- Repaired damaged I-dock fire hydrant
- Installed all new soap dispensers throughout RCI & STF for MRSA Mandate
- Installed razor ribbon on roof at STF
- Replaced RCI bakery mixer
- Performed 4-year re-lamping of the perimeter fence
- Created chemical storage area for Food Service / separate from food
- Replaced refrigerator compressor for main kitchen
- Installed panic alarm in RCI Library
- Completed Warehouse condenser/ compressor replacement project.

■ Business Office

The Business Office provides all of the accounting and procurement functions for the entire institution. These include: inmate trust account activity; accounts payable and receivable and inmate payroll; the maintenance of the major asset inventory; all purchasing; and the provision of support to the Canteen, Clothing, and Stores (Warehouse) operations.

The Business Office staff, under the direction of the Financial Program Supervisor, is comprised of a Lead Financial Specialist, five Financial Specialists, a Lead Storekeeper, two Storekeepers, and numerous Correctional Officer staff providing support and security.

The elimination of the Purchasing Agent and Store Supervisor has brought new challenges to the Business Office as staff try to absorb the additional workload.

The Business Office processed over 8,000 checks requested by inmates, over 1,900 purchase requests for institutional purchases and paid 2,800 invoices this fiscal year.

RCI/STF collected the following obligations for FY06:

- Child Support - \$59,482.35
- Court Ordered Costs and Fines - \$28,463.51
- Victim Witness Surcharge / DNA - \$67,710.07
- Institution Restitution - \$6,948.55

STF Work Release collections for FY06:

- Room - \$144,689.45
- Board - \$27,832.86
- Transportation - \$57,963.50

Food Service Department

Operational changes with the addition of STF have gone smoothly. The four additional staff positions have fit in nicely. The kitchen operates semi-independently with supplies and support from RCI to feed their population of three-hundred inmates. Menus and special diets are the same as RCI, which saves money in purchasing. Many of the Food Service Leaders have been cross-trained to work at both facilities.

RCI's Food Service production area continues to feel the effects of producing almost double of its intended capacity. Mechanical problems and breakdowns are frequent, but our cooperative and skilled maintenance staff keeps us up and running. Lack of space is always a problem both inside and at the outside warehouse. Not only is cooler and freezer space needed, but additional storage for canned goods and supplies is also needed.

Accomplishments:

- Food service continues to run 24-hour operations, five days a week and 16 hours on Friday and Saturday.
- Food Service continues to employ STEP program inmates among its 86-man inmate workers.
- Food Service produced, delivered and served 2,101,439 meals.

Operating Budget

The purpose of the Operating Budget is to provide for the staffing, equipment, supplies and services and other necessary activities needed to effectively operate and maintain the facility in accordance with its Mission Statement. We must, through our efforts, help ensure that we adhere to the statutory provisions, administrative code requirements and relevant DOC/DAI policies, procedures and directives at all times.

Sturtevant Transitional Facility's (STF) second year of operation helped refine an operational cost strategy. STF's minimum population and mission presented new scenarios with regard to supply & service needs. As a major urban correctional facility, RCI/STF is one of the largest institutions in the Wisconsin Department of Corrections. Our population is comprised of approximately 1,580 male felons. We experience thousands of inmate transfers a year. This level of change exacerbates service delivery and increases costs. Nonetheless, RCI/STF continues to live within its means. We were able to manage our resources in both the salary and non-salary budget areas with no adverse impact on operations. In fact, our cost per capita continues to remain among the lowest in the Department. This is attributable to our management philosophy, the quality of our staff, budget oversight and basic staffing levels.

Informational Technology (IT) was improved as follows:

- Many network and local printers replaced
- Began phasing in the use of Multi-Function Devices
- Added fifteen new workstations

Detail on actual expenditures and revenues for the institution can be found in the Annual Fiscal Report, prepared by the Wisconsin DOC, year ending June 30, 2006.

The Correctional Management Services Director, with the support of the Secretary position, has the primary responsibility for these activities and the general oversight of Management Services.

Warehouse (Stores), Canteen and Clothing/Laundry

The Warehouse (Stores) operation receives all incoming deliveries and distributes merchandise to the appropriate areas of the institution. Warehouse staff manages all stock items and fills supply orders for all departments.

Reorganization of duties and storekeeper responsibilities became necessary with the elimination of the Store Supervisor position, which left the warehouse not only a position, but a person, short.

Space limitations continue to be an issue, however, a 4,200 square foot expansion of the warehouse was approved and ground breaking is scheduled to start in September with occupancy expected in December, 2006.

Shipping packages out of the institution is completed utilizing an upgraded UPS Worldship software program. The process gives us current shipping costs immediately, which has decreased our need to correct shipping costs charged to inmates and has decreased the number of incorrect address corrections.

Canteen processed an average of 765 inmate orders per week with sales for FY06, totaling over \$889,257.00.

A collaborative effort between the Business Office and Canteen resulted in the improved monitoring of the Canteen account. Increased accuracy of purchase order entry into the WITS Commissary System has enhanced the comparison of purchase orders against actual invoices received. This has resulted in a more efficient and timely payment to vendors.

The Clothing/Laundry Department continues to process a high amount of laundry through BSI. We continue to look for ways to improve the operation. Winter coat theft has been reduced by utilizing a heat transfer-labeling system to label inmate's coats with their name and DOC number.

◀ PROGRAMS ▶

ALCOHOL AND OTHER DRUG ABUSE PROGRAM SQUARE ONE PROGRAM (DANE UNIT)

Duration: Close-ended 16 week program

Purpose/Goals:

1. To eliminate criminal and other undesirable/injurious behavior committed by inmates.
2. To eliminate illicit substance use, activities, and patterns displayed by inmates.
3. To prepare inmates for a positive reintegration into society by managing responsible law-abiding lifestyles upon release.

Description: The following areas will be addressed in the Square One Program:

- Academics: ABE / GED / HSED
- AODA Education
- Criminal Personality Cognitive Material
- Cultural Diversity
- HIV / AIDS
- Recidivism / Relapse Prevention
- Relationships
- Relaxation / Recreation / Stress
- Sexuality Issues
- Social Skills and Communication
- Victim Impact
- Violence / Anger Management

The Square One Program will use a multi-disciplined approach to address criminal behavior, alcohol/drug involvement, and academic deficiencies of the inmate. Upon entering the sixteen-week close-ended program, the inmate will be expected to begin at "Square One" and establish a foundation to enable him to advance socially, emotionally, and academically without involvement of alcohol and/or drugs.

The Square One Program covers AODA Residential Treatment needs. We continue to provide a program that centers on literacy and comprehension, in addition to the other components of the Square One program. Those participants with a tested reading level below 6th grade are provided with tutors to help with certain aspects of the program, and must participate in educational classes in addition to the other components of the Square One program.

Program Enrollment:

At the beginning of FY06, we had four full-time social workers dedicated to providing AODA programming, one of which left at year's end. At the close of FY06, 105 inmates had successfully completed programming. We have recently added six new Social Workers to facilitate programs.

ANGER MANAGEMENT

Inmates learn ways to effectively manage their anger. Core elements of the Anger Management program include assertiveness skills training, social skills training, identifying and modulating negative emotions, and identifying cognitive and physiological triggers of anger responses. Anger Management is a three-to-four month program facilitated by Psychological Services.

CAGE YOUR RAGE

WAUKESHA UNIT

An Inmate's Guide to Anger Control

Cage Your Rage is based on an anger management program used successfully at several Canadian institutions, offered by the ACA throughout the U.S., and introduced to the Segregation population at RCI in June of 1994.

- This four-week program helps inmates recognize their angry feelings, learn their causes, and deal with them in a new way - a responsible way.
- The program utilizes a workbook in conjunction with audio/visual materials, class discussion, and additional resources for in-cell study. Participants learn to identify emotional, physical, and cognitive triggers of anger and aggression. Active practical alternatives to aggressive behavior, conflict resolution, relaxation techniques, positive expression of aggression, and self de-escalation are explored. Communication skills are stressed.

CHILDHOOD ABUSE COUNSELING

Child Abuse Counseling is for inmates abused as children. It is a three-to-four month program facilitated by Psychological Services. The group focuses on helping the participant identify and heal psychological symptoms of childhood trauma. This program had twelve participants.

COGNITIVE GROUP INTERVENTIONS PROGRAM (CGIP)

WASHINGTON UNIT

Phase 1 & 2:

Phase 1 & 2 is a sixteen-week skills based program aimed at achieving long-term change rather than short-term compliance on the part of the inmate's behavior. Inmates learn to identify habits of thinking that directly connect with their criminal behavior, and to see and appreciate the scope of the consequences of present ways of thinking. Also, they learn to utilize techniques of controlling and changing these habits of thinking.

- Number of Inmates Successfully Completing This Program: 123

DOMESTIC VIOLENCE

Inmates examine their pattern of problematic behavior in domestic relationships and develop strategies to deal with them more effectively. Domestic Violence is a six-month program facilitated by Clinical Services. Inmates participate in a clinical evaluation to determine their level of readiness and appropriateness for treatment. Only appropriate inmates are accepted into the program. The program meets once a week for a minimum of 26 weeks. There are approximately thirteen inmates in a group. The program has psycho-educational and process components. Each inmate will be presented information on topics including: impact of violence on women and children; cycle of violence; power and control; rational and irrational thoughts; core beliefs that lead to violence; methods to challenge and change the core beliefs; relapse prevention; and components of a healthy relationship. Written and reading homework is given on a weekly basis. The program requires maintaining a journal and writing an autobiography.

Each inmate will have the opportunity to process this material in group and apply it to his life. During the process of the group at least two evaluations are performed, one at about the seventh session and one at the completion.

SEX OFFENDER TREATMENT

■ BEACON

This is a front-end Sex Offender Treatment Program, which has been proven to lower risks of re-offending. Front-end means an inmate can lower risks while incarcerated and avoid civil commitment under WSS 980.

This unique program is located on the Dane Unit. The unit has beds to accommodate forty-eight inmates. There are additional beds for sex offenders waiting for the programs, involved in pre- or post-testing, as well as waiting for transition to the community. Group size is limited to twelve inmates. Participants are provided exercises to complete between sessions.

Four Program Specialists are assigned a total of four groups to co-facilitate. A Psychologist provides consultation for the four groups and facilitates the Phase 3 program. Each two-person team conducts a 2.5 hour group, three days a week, Monday through Thursday either in the morning (9:00 a.m. to 11:30 a.m.) or afternoon (1:15 p.m. to 3:45 p.m.). Residential meetings are conducted every Friday morning.

The Beacon Program is limited to a maximum of one-hundred weeks in duration (two years). Three treatment phases are planned over the one-to-two year period. Total length of program and total number of sessions is individualized for each inmate, based on his risk level. Assessments include tests, interviews, and biofeedback tools such as the polygraph and plethysmograph.

Target Population:

The Beacon Sex Offender Treatment Program is designed for convicted male sex offenders who meet the following criteria:

- Inmates have an SOTP (SO4) program assignment (SO2 is not sufficient).
- The offense is not statutory, meaning if the victim is between the ages of 13-17, the inmate must be more than five years older than the victim at the time of the offense UNLESS the offense contains physical force, abduction, threat of force, or use of a weapon.
- Offense is NOT a hand-off offense.
- Inmate is psychologically stable.

Descriptions of Program Components, Activities, Modules

Phase One: The Enhanced Thinking Skills (E.T.S.) Program

Phase One seeks to produce change in the following areas: Impulse Control, Rigid Thinking, Poor Problem-Solving, Inadequate Perspective-Taking, Difficulties in Moral Reasoning, and Deficient Interpersonal Skills. These changes make it easier for the inmate to participate effectively in the later programs. Also, there is evidence that cognitive skills programming by itself produces sexual re-offense risk reduction.

This is a twenty-to-thirty session program, conducted three times per week and each session is 120-150 minutes.

The program style is one of active, participatory skill development. It is not a lecture-oriented or didactic program. It is not primarily confrontational, although staff is expected to address in-session delinquent behavior or attitudes. Staff function as a coach, encouraging and stimulating effective thinking and problem-solving, versus a therapist focusing on helping someone with personal problems, or a professor giving a lecture.

This phase precedes all the rest; it is designed to build group cohesion, which has been found to result in positive outcomes and allows greater acceptance of confrontation. All inmates are expected to complete this phase to graduate to Phase Two. High priority is given to those inmates whose cognitive deficits are functionally related to their sex offending. There is a particular advantage at the onset in that deniers are able to participate. Discussion of sexual offenses is not required.

Phase Two: The Core Program

Phase Two is designed to obtain a full disclosure of past sexual offending, to develop a sense of victim impact and empathy, to address cognitive distortions, to develop a positive as well as an avoidance Relapse Prevention Plan, and to enable the inmate to fully engage in a therapeutic process that may lead to a measured reduction of risk. Intensive monitoring and recording of dynamic risk factors is an ongoing feature.

The Core Program is intended for sex offenders at medium-to-high risk levels. Core requires admission of sexual offense behaviors in the group setting. It follows the Enhanced Thinking Skills (E.T.S.) and precedes the Extended Program. Post completion assessment will determine whether an inmate exits the Beacon Program successfully at this point or remains for the Extended Program.

The program runs about 90 to 120 group sessions, depending on the complexity of the group's offending patterns. Two facilitators are used per group, which consists of twelve inmates for 120-150 minutes per session, three times per week. Homework is given for completion between sessions.

The style is active and participatory with a series of group-work and structured activities. Role-playing is carefully prepared and used extensively. The facilitators function as therapists, relying heavily on motivational interviewing, open-ended questioning, and the challenging of discrepancies and blind spots. Patterns of offending are exposed and addressed.

Phase Three: The Extended Program

This program seeks to produce change in the inmate's previously accessed dynamic risk areas. These areas of risk include: deviant sexual interests, distorted sexual attitudes, problems in social or affective functioning, and inappropriate self-management. Relapse prevention plans are developed further with these areas in mind.

The program consists of a series of structured and unstructured group/individual exercises. The group exercises and individual sessions are primarily constructed to enable the inmate to explore and modify his deeper and more pervasive deficits. The facilitators function as therapists who rely on motivational interviewing, Socratic questioning, and the challenging of discrepancies and blind spots. This phase is highly individualized to work on the dynamic patterns in the inmate's life history, which manifest in their offending.

■ LIGHTHOUSE

The Lighthouse Sex Offender Treatment Program has been designed to address the unique needs of sex offenders who are unable to engage in traditional sex offender treatment. Inmates with significant mental impairments and/or significant mental health concerns or developmental disabilities would qualify for the Lighthouse program, provided they are willing to engage in treatment and prepared to openly admit to and discuss their offending behaviors. The Lighthouse group is held two days a week for approximately one year. The Lighthouse meets the treatment needs of SO-2 inmates.

■ **SPANISH**

A 9-month program for Spanish speaking sex offenders.

■ **STANDARD**

SO-2 Standard SOT (656)	Length of Program	Number of Programs	Number of Members	Sessions Per Week	Group Capacity
	9-12 Months	1	10-12	1-2	10-12

■ **ALTERNATIVE TO REVOCATION OF SEX OFFENDERS (SOT/ATR)
Walworth Unit**

This is open-ended and allows for intake at any time. This is a 75-day SOT/ATR program. The inmates are involved in treatment during the day, which consists of sex education, relapse prevention, denial and minimization, and cognitive disorders.

The program is designed to meet the needs of all types of sex offenders. The inmates have shown deviance, and include rapists, exhibitionists, voyeurs, pedophiles, and a wide variety of criminal sexual behaviors. When referring an inmate to the program, the violations prompting revocation will be serious enough to initiate revocation. If the inmate fails the ATR program, revocation will be pursued.

■ **PHARMACOLOGICAL TREATMENT OF SEX OFFENDERS (PTSO/ATR)
Walworth Unit**

This is an open-ended program and allows for intake at any time. The inmates spend two-to-three months at RCI and complete the rest of the ATR commitment in the community. The inmates involved receive an injection of the female hormone, Depo-Provera, as prescribed by the program's physician, to decrease the incidence and intensity of an inmate's deviant fantasies and hyper-sexuality. The intervention reduces the likelihood of the inmate sexually re-offending. When referring an inmate to the program, the inmate must voluntarily commit to the program for one year and must be a serious child sex offender with at least one sexual assault victim twelve years old or younger. If the inmate fails the ATR program, revocation will be pursued. This program is yet to be up and running. We are waiting for a doctor to be hired for the program. We still hold two beds for the program on the unit.

- Inmates successfully participating in these programs: 32

**SPECIALIZED TRAINING AND EMPLOYMENT PROGRAM (STEP)
OZAUKEE UNIT**

The Specialized Training and Employment Project (STEP) is a transition program designed to aid inmates in getting and keeping a job upon release to their community, with the hope that steady, productive employment will provide an acceptable and satisfying lifestyle and keep them from returning to crime and prison.

The STEP program is unique in the fact that it is the only program where staff monitors progress in all three phases. The first includes at least six months at medium security. Transfer to a minimum-security center (Felmers O'Chaney Correctional Center, Thompson Correctional Center, Kenosha Correctional Center, Sturtevant Transitional Facility) and eventual STEP parole are the remaining two phases.

All inmates receive extensive training in assertiveness, anger management, human relations in organizations, self-esteem, money management, employability skills, and pre-release. They are required to attend ABE classes if they have not earned their GED/HSED and test at or above the 12th grade reading and math level. Inmates are required to maintain a full-time institution work assignment that doesn't interfere with their school schedule. Inmates are also required to participate in reintegration groups that are based on the Criminal Thinking module and facilitated by Genesis Behavioral Services. Inmates are required to complete the Employment Portfolio, which includes I-9 documents.

The STEP program started in June 1996 in the Ozaukee Unit and has continued since. This fiscal year, 81 inmates actively participated in Phase One. Twenty were terminated due to disciplinary and performance reasons, 49 successfully completed Phase One, and 12 are scheduled to complete in July of 2006.

- Number of Inmates Successfully Completing This Program: 61

◀ PSYCHOLOGICAL SERVICES ▶

The mission of Psychological services within the Department of Corrections, Division of Adult Institutions (DAI) coincides with the overall departmental mission. The first objective for DAI Psychological Services Units is crisis prevention and management. Successful crisis management requires both proactive and reactive intervention strategies to ensure that housed inmates maintain psychological health and wellness. Proactive strategies require Psychological Services Units to identify, assess, and treat inmates with serious mental illnesses and/or those with serious behavioral disorders in ways that are consistent with the professional and community standards.

In addition, a second objective is to promote pro-social, personally successful behavior by providing effective treatment of cognitive, emotional, and behavioral problems. It is through this necessary treatment that Psychological Service Units can assist in the departmental mission of providing rehabilitation to inmates such that they can return to the community with skills necessary to change old thought patterns and maladaptive behavior. A commitment to public safety and security is maintained through efforts at targeting maladaptive behaviors which have widespread and long lasting effects on a community.

A third objective consists of sharing psychological expertise with institution staff by teaching, training, supervision, consultation, research, and program evaluation. Finally, the Psychological Service Units continue in service to the Department of Corrections at the institutional and departmental levels by providing presence, support, and input in multi-disciplinary meetings for the purpose of providing better care and custody.

PSYCHOLOGICAL SERVICES STATISTICS

Psychological Services Therapy Groups and # of Inmates

Cage Your Rage	11	Coping Skills	29
Domestic Violence	11	Childhood Abuse Counseling	11
Anger Management	13	Diversity Circles (w/Ed Dept)	08

Sex Offender Treatment (SOT) and # Inmates

Beacon	44	Lighthouse SOT	12
Spanish-Speaking	12	SOT Aftercare	11
Standard SOT	12	Beacon Houses of Healing	07

Dodge Unit Groups and # of Inmates

Dodge Anger Management	15	Coping Skills	07
Houses of Healing	11	Anxiety & Depression	06
Coping with Voices	06		

Number of Clinical Contacts from July 1, 2005 to June 30, 2006: 4,265

◀ RECORDS OFFICE ▶

The Records Office currently employs eight staff. They are the Offender Records Supervisor, two Offender Records Assistant 3's, three Offender Records Assistant 2's, one Offender Records Assistant 1 and one Office Operations Associate.

The Records Office coordinates releases and parole interviews for inmates housed at RCI and STF. In addition, the Records Office is responsible for maintaining inmate legal and social service files, processing Judgments of Conviction and other Court orders, completing sentence computations, processing interstate and intrastate detainers, facilitating inmate file reviews, responding to Open Records requests and numerous other tasks.

RELEASES		RCI	STF	TOTAL
	July 2005	67	10	77
	August 2005	61	15	76
	September 2005	65	12	77
	October 2005	66	18	84
	November 2005	72	16	88
	December 2005	62	15	77
	January 2006	60	6	66
	February 2006	54	12	66
	March 2006	67	13	80
	April 2006	69	16	85
	May 2006	71	15	86
	June 2006	71	10	81
GRAND TOTAL	785	158	943	

Inmate Visiting Lists are maintained in the Records Office. Professional visits with attorneys and LAIP students are arranged through this office as well.

There was a significant increase this past year in the number of DAI inmates released from RCI and STF. The number rose from 769 in FY2005, to 943 in FY2006. This is an increase of nearly 23% with an average of 79 inmates released each month.

This past year showed a slight decrease in the number of parole interviews held at RCI and STF. The average number of parole interviews per month fell from 59 in FY05 to 55 in FY06.

PAROLE INTERVIEWS		RCI	STF	TOTAL
	July 2005	66	8	74
	August 2005	69	6	75
	September 2005	46	5	51
	October 2005	48	6	54
	November 2005	58	4	62
	December 2005	45	3	48
	January 2006	58	6	64
	February 2006	37	3	40
	March 2006	42	4	46
	April 2006	53	2	55
	May 2006	40	3	43
	June 2006	47	1	48
GRAND TOTAL	609	51	660	

◀ REINTEGRATION EFFORTS ▶

The inmate Reintegration initiative at RCI began operations in April of 2005 on the Kenosha Unit.

RCI returns approximately 769 inmates per fiscal year to the community. Many of these inmates transitioning to the community from medium security institutions have not completed essential recommended programming, due to institution adjustment, sentence structure and /or limited program capacity. Also, many of these inmates have not had the ability to establish solid community ties and secure employment and/or educational opportunities.

The Reintegration initiative was developed to provide opportunities to inmates during the last several months of incarceration, in the following areas:

- Community Supervision
- Employment
- Financial Management
- Health Care
- Community Resources
- Parenting / Childcare
- Relapse Prevention
- Transportation
- Victim Impact / Restorative Justice
- Other Living Skills

RCI has established working relationships with other federal, state and local agencies to assist with this initiative. Inmates that are between 90 and 120 days of their scheduled return to the community participate in the Reintegration initiative, and have the opportunity to develop employment portfolios and pursue employment opportunities through the Employment Resource Center, located in the institution Library. The Social Worker works closely with Probation and Parole Agents to develop a comprehensive release plan for each inmate.

◀ RESTORATIVE JUSTICE ▶

The staff and inmates have made a commitment to increase victim awareness and give back to the community in a variety of ways. This past year included numerous activities facilitated by many different departments and staff.



CHARITY CRAFTS

- Inmates hand-sew teddy bears which are donated to local Police and Fire Departments, hospitals, local shelters, and charitable organizations.
- Inmates also crochet hat/mitten/scarf sets, as well as blankets, which are donated to the local Racine area Toys-4-Tots program.

The program continues to utilize outside volunteers to provide craft instruction to the inmates. RCI's Charity Crafts volunteer has been volunteering her services to the program for over ten years.

NATIONAL CRIME VICTIMS RIGHTS WEEK

APRIL 23-29, 2006

Staff and inmates spent many hours preparing and carrying out activities in recognition of National Crime Victims' Rights Week, as listed below.

- **Posters:** Inmates on all units, as well as inmates in some programs, were given the opportunity to create posters to be displayed throughout RCI and STF.
 - **Silent Auction & Sale Fundraiser (\$1,223.50 was raised)**
RCI staff members donated hand-crafted items (quilts, table runners, towels, gift baskets, etc.) to be sold outright and by silent auction.
 - **Victims Rights Ribbons**
Ribbons were made available for staff to wear. Approval was received from Central Office for uniformed staff to wear the ribbons.
 - **Basketball Game Fundraiser (\$321.00 was raised)**
Jay Bee Auto vs. RCI All-Stars
 - **Informational E-mail**
Information sent out institution-wide.
 - **Slam Poetry Workshop/Competition Fundraiser (\$144.00 was raised)**
A Milwaukee author/poet/coffee shop owner coordinated this event for 30 inmates, teaching creative exercises and poetry writing. A competition followed, narrowing the field to 12 competitors who participated in the "poetry slam" competition held that same evening. Tickets, which included an ice cream treat, were sold to 100 inmates wishing to attend the evening event. This event was described as "totally awesome!"
 - **Staff Bake Sale Fundraiser (\$350.00 was raised)**
Items made by staff were made available to all three shifts while supplies lasted!
 - **Women's Resource Center**
Women's Resource Center staff brought in life-sized cardboard figures to display in the library, and gave a presentation to the inmates.
 - **Informational Check Stuffer**
A bookmark providing National Toll-Free Assistance #'s was included with paychecks. Bookmarks were also made available to visitors in the Visiting Room.
 - **Banners** announcing Victims Rights Week were displayed at both RCI and STF, in areas accessed by visitors, staff and inmates.
 - **A Bulletin Board** was created in the Education hallway.
 - **Display Case** in Control Center Lobby was dedicated to Victims' Rights Week.
 - **Victims' Rights Week Posters** (as provided by Office for Victims of Crime) were posted on the units, with a different poster being put up each day.
- All proceeds benefited the Racine Women's Resource Center**

GARDEN

By the end of the 2005 season the garden yielded 27,208 pounds of fresh garden produce. Produce was donated to area community resource agencies, as noted below:

- **23,371 Pounds** were donated to the Racine County Food Bank
- **3,837 Pounds** were donated to the Green Tree Community Center Head Start Program.

***# of Pounds Donated to the
Racine County
Food Bank***



***# of Pounds Donated to
Green Tree Community
Head Start Program***

Beets:	188
Cantaloupe & Honey Dew Melon:	1,375
Cherry Tomatoes:	253
Chives:	24
Collard Greens:	39
Cucumbers:	6,686
Eggplant:	375
Green Beans:	324
Green Onion:	525
Green Peppers:	1,111
Jalapeno Peppers:	631
Kohlrabi:	15
Radishes:	147
Red Onion:	130
Squash:	3,145
Tomatoes:	2,930
White Onion:	144
Zucchini:	5,329

Bell Peppers:	130
Cantaloupe:	200
Cherry Tomatoes:	30
Cucumbers:	170
Eggplants:	35
Green Onion:	15
Squash:	355
Tomatoes:	2,596
Zucchini:	306

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◀ SECURITY ▶

OVERVIEW

Over the course of the last year, the Security Department scheduled and conducted staff training. Staff training and development has been identified as a valuable component of the Security Program at RCI. While a variety of training was offered, the focus has been on IMS training and revising of Emergency Post Orders to fit into the IMS system.

❑ **IMS Training**

NIMS and IMS training has been conducted for all staff. Table Top Exercises and Command Post Activation Drills have been conducted with numerous staff. All RCI Executive Staff and ERU members have received IMS 100, 200, 700, and 800.

❑ **Security Audit**

In addition to training, a security audit, utilizing NIC standards, was conducted. Deficiencies were corrected to ensure sound security practices are in place and being followed.

❑ **Mock Prison Riot Training**

Twelve members of Racine Correctional Institution's Emergency Response Unit (ERU) actively participated in the 2006 Mock Prison Riot at Moundsville, West Virginia. The training was made possible by the dedicated ERU members and their commitment to excellence through training and staff development.



CONDUCT REPORT STATISTICS

	MAJORS	MINORS	TOTAL
MONTHLY AVERAGE	159	135	294
FISCAL YEAR TOTAL	1,905	1,623	3,528

MOVEMENT STATISTICS

TLU/ATR IN	103	OWO	796
TLU/ATR OUT	161	OCO	568
GENERAL POPULATION-IN	1,430	RACINE COUNTY JAIL/DCI HOLDS-IN	416
GENERAL POPULATION-OUT	1,400	RACINE COUNTY JAIL/DCI HOLDS-OUT	416

TRIPS	WEEKLY AVERAGE	YEARLY TOTAL
Medical	50.75	609.00
Other	10.58	127.00
Total	61.33	736.00
MILES DRIVEN		
Medical	8,225.50	98,706.00
Other	793.92	9,527.00
Total	9,019.42	108,233.00
INMATES TRANSPORTED		
Medical	70	836
Other	22	258
Total	92	1,094
REGULAR & OVERTIME HOURS		
Medical	602.81	7,233.75
Other	43.56	522.75
Total	646.37	7,756.50

SEGREGATION POPULATION	DAILY AVERAGE
Waukesha/West	37
Waukesha/East	59
Total Segregation	96

RECREATION DEPARTMENT

As part of a continuing effort to provide the inmate population with meaningful/worthwhile activities, the Recreation Department offered many events and programs to the inmates. In addition to these activities, several pieces of fitness equipment were upgraded/refurbished to afford the inmates access to better overall fitness.

FUND RAISERS . . .

Through various fundraisers, the Recreation Department raised money for local charities. Money was donated to the following organizations:

- Women's Resource Center: \$325.50
 - Red Cross – Hurricane Relief: \$134.90
 - Sojourner Truth House: \$250.00
- Food for Families: \$258.00
- Aids Resource Center of Wisconsin: \$1,321.07



Inmates also donated eight separate bundles of hair to “Locks of Love.” “Locks of Love” uses the donated hair to create hair pieces for children with cancer.

The monies were raised by inmate donations through the following activities:

- Inmate Groups Performing in Musical Concerts
- RCI Inmate Talent Contests
- Taffy Apple Sale
- Staff vs. Inmate Basketball Games
- Brother Bob's Outreach vs. Inmate Basketball Games
- Jay Bee Auto vs. RCI Basketball All-Stars

FITNESS PROGRAMS . . .

The two fitness programs started last year were restructured into a single program that meets six times each week. Participation in this program is intended to encourage inmates to be more conscience of their bodies and live healthier lives through physical fitness. The participants in the program are monitored weekly by the use of body fat calculations and weight loss. The design of the program allows a diverse section of the inmate population to participate in this beneficial fitness opportunity. Due to the program's extreme popularity, inmates who do not comply with the rules governing participation are quickly removed and replaced with other inmates who want to get healthier.

HOLIDAY EVENTS . . .

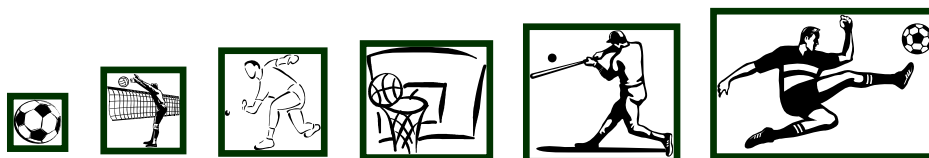
Recreation staff organized special activities and events to be held during various holidays throughout the year. This included:

- ☆ 3 on 3 Basketball
- ☆ 5 on 5 Basketball
- ☆ Bingo
- ☆ Chess
- ☆ Dodge Ball
- ☆ Dominos
- ☆ Horseshoes
- ☆ Kickball
- ☆ Music Concerts
- ☆ Punt, Pass & Kick
- ☆ Scrabble
- ☆ Track & Field Events
- ☆ Wheelchair Free Throw

SOCCER FIELD REPAIR . . .

Due to an ever-increasing number of inmates participating in soccer, the soccer field required reconditioning and repair. An additional thirty cubic yards of black dirt was added to the worn-down field. Afterward, the field was completely reseeded with new grass seed. Approximately eighty inmates are currently participating in the intramural soccer leagues.

INTRAMURAL LEAGUES. . .



The Recreation Department offers many athletic leagues throughout the year for General Population inmates to take part in. The leagues are offered at various times throughout the year.

- Basketball
- Basketball (35 Yrs and Older)
- Volleyball (Indoor and Outdoor)
- Soccer
- Handball
- Softball (12 and 16 inch)

Dodge Ball was tried as an intramural sport, but inmate interest did not support the effort required to maintain it.



TRAINING PROVIDED TO RCI/STF STAFF NUMBER OF STAFF TRAINED

Advocate	4
Air Taser M-25 & X-26 Advanced Training	11
Basic Emergency Preparedness	256
Containment Drills	73
Corrections Training Officer	48
CPR/AED American Red Cross (1 Yr Cert)	160
Crisis Negotiation Seminar (Appleton)	4
Crisis Negotiation Training (CNT)	75
Emergency Operations Training	2
Emergency Post Orders Review-3 rd Shift	8
Emergency Preparedness Drills (On Shift) Tabletop – 1 st , 2 nd , 3 rd Shifts	**
Emergency Preparedness Quiz-RCI/STF	44
Emergency Scenarios – All Shifts	106
ERU-Basic IMS, Containment Team Principals, Troop Leading Procedures, Five Paragraph Operations Order	10
ERU-Baton/Marching/Formations	62
ERU-Building/Room/Stairwell Clearing	**
ERU-SIMP Review & Weapons Test	3
ERU-Squad Leader Training	**
ERU-Tactical OPS Seminars (3 day)	12
ERU-Tactical Weapons	54
ERU Team-Mock Riot, West Virginia (3 day)	14
ETF Retirement Planning Seminar	**
Ethical Service Delivery w/American Indian Clients (outside trainer)	39
Evacuation Drill-Power Plant, Garage, Warehouse – Staff / Inmate Workers	5 8
Fire Alarm Drill – RCI – All Staff	**
Gang Awareness	25
IC w/IMS	26
IMS Tabletop Exercises (outside trainer)	20
Incapacitating Agent Re-qualification	256
Infection Control & You	38
Key & Lock Training (CTC 2-day)	3
Leadership & Development, Effective Communication Decision-Making Training (2 Day at Volk Field)	1
Lift Truck Operator Training	6
Mark 3 Training Retention	1
Microsoft Office 2003 (Access, Excel, Word)	22
OC User-Exposure	16

P&P 1007 Emergency Disaster Action Plan	15
P-Card Training	12
Pepper Ball User Certification	26
POSC-Active Counter Measures Update Non-Uniform Staff	7
POSC-Active Counter Measures Update Uniform Staff	14
POSC-Marching/Baton Update	16
POSC-Single Officer Baton	29
Professionalism in the Workplace	288
Radio Communications	15
Restraints/Cell Entry Training	14
Scott Air Pak	7
Severe Weather Drill / Emergency Count	**
Suicide Prevention	346
Tabletop Exercise-All Shifts RCI/STF Natural Disaster Response	163
Tabletop Exercise-Inmate Escape	18
Tabletop Exercise All Units/Ofc. & Sgt.	**
Tabletop Exercise-“What If-Suicide”	26
Tabletop Exercise-Emergency Count & Area Emergency Post Orders	14
Tabletop Exercises-IMS/Tornado Damage	15
TEST-State Activated Tornado Watch/SE WI Warning – RCI/STF All Staff	**
Van Driver Certification	4
Weapons Instructor Update	6
Weapons Re-qualification/Initial Handgun	36
Weapons Re-qualification-Rifle	256
Weapons Re-qualification-Shotgun	256
WI Emergency Management IMS 100/200 Instructor	1
WI Emergency Management IMS 200	17
WI Emergency Management IMS-300	2
WI Emergency Management IMS-300/400 Instructor	3
WI Emergency Management IMS-400	4
WI Emergency Management IMS-700	65
WI Emergency Management IMS-800	22
WI Emergency Management Intro (IMS-100)	229
XP & Outlook	59

**NUMBERS NOT AVAILABLE

VISITING

The Visiting Room is committed to providing a family atmosphere in which inmates may visit family and friends. Interaction between the inmates and their children is strongly encouraged. The ROAR (Reach Out and Read) Program enables inmates the opportunities to read to, and be read to, by their children. The program stresses the importance of reading and hopes to encourage children to read. Through a federal grant, books are available for use during visits.

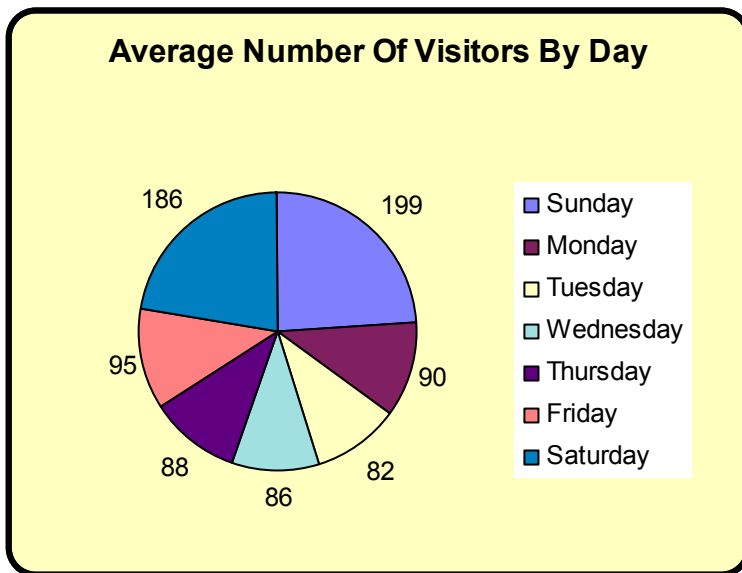
Racine Correctional continued to utilize an Even/Odd Visiting System to accommodate the number of visits that are processed each year to ensure that inmates are given adequate time to visit with family and friends. The system is based on the inmate's DOC number.



- Inmates having DOC numbers ending in even numbers are allowed visits on even numbered days.
- Inmates having DOC numbers ending in odd numbers are allowed visits on odd numbered days.

Due to the continuation of this system, no inmate visits have been cut short or denied due to space limitations.

During the fiscal year (July 2005 through June 2006), Racine Correctional processed:



- An Average of 119 Visitors per day
- An Average of 63 Visits per day
- Total Number of Visits: 22,054
- Total Number of Visitors: 41,272

◀ STURTEVANT TRANSITIONAL FACILITY ▶



The 300-bed Sturtevant Transitional Facility (STF) is located in a residential area on Rayne Road, east of the DCC Region 2 Offices. The facility operates under the supervision of the Racine Correctional Institution and is directly overseen by a Correctional Center Superintendent. The Warden of the Racine Correctional Institution has the overall responsibility for oversight of the facility.

STF is designed to provide for better inmate transition to the community, by returning them as productive members of society. The facility provides Alternative to Revocation (ATR), Work Release, Community Service, and acts as a hold facility, similar to a county jail.

There are two security levels. One side is 150-bed minimum custody and the other side is 150-bed maximum custody. STF-Minimum opened in December of 2003 and STF-Maximum opened in May 2004.

Minimum Security: The minimum security portion of STF houses one-hundred (100) minimum security Division of Adult Institution (DAI) inmates and fifty (50) Alternative to Revocation (ATR) inmates. Inmates placed at STF as an Alternative to Revocation are those who have been placed on probation or who have served their required time in prison and have been released to supervision in the community and subsequently violated rules of parole or probation.

Maximum Security: The 150-bed maximum security portion houses Probation and Parole Hold Division of Community Corrections (DCC) offenders. Probation and Parole offenders placed at STF-Maximum are those who have been placed on probation or parole in the community and subsequently violated rules of supervision and are awaiting a revocation hearing to determine if their probation or parole status will be revoked.

STF-Maximum has a revocation suite that is capable of conducting two hearings simultaneously. There are several interview rooms located in the suite as well. Currently, there is an officer and two liaison agents responsible for scheduling hearings and attorney/agent visits within the suite.

- STF is one of three direct intake DOC facilities in the state. STF houses inmates from counties as far south as Kenosha County and as far north as Dane County.
- STF provides opportunities for on-site visiting for all inmates/offenders housed there. On the minimum side of the facility, inmates are allowed contact visiting several times per week in the dining room. On the maximum side of the facility the offenders have no-contact visiting. Visits are conducted by the use of pre-programmed televisiting machines. The machines automatically shut down after thirty minutes.

■ Current treatment staff is provided by Genesis Behavioral Services of Racine for:

- AODA (Alcohol and Other Drug Abuse)
- Cognitive Intervention

Two hours of education programming is offered twice per week, provided by “Belle Venture School.”

■ Work Release is only available to DAI inmates on the minimum-security side of the facility. Inmates must be physically fit and stable on medications before being placed on work release. STF staff approves all job sites. The Work Release program began in January of 2004 and to date has averaged sixty-eight inmate workers per week. For the fiscal year ending June of 2006, the Work Release inmates have paid \$172,522.31 to the Department of Corrections in Room & Board charges.

■ All inmates assigned to STF are required to perform jobs such as shoveling snow, washing dishes, washing windows, etc.

■ STF provides a twelve-inmate crew to RCI each day to work outside of the institution.

■ STF also provides one inmate, two or three times per week, to work with the RYOCF BSI Computer Recycling Program.

■ Approximately fifteen inmates work in the kitchen at STF under the supervision of Food Service Leaders. All food is prepared and cooked on-site. The kitchen is usually operational twelve hours per day.

■ All minimum STF inmates are required to participate on community service crews as needed. We currently have inmates working with the Village of Sturtevant in the Department of Public Works, repairing recreational equipment within the village parks and repairing public buildings.

■ On Grounds Opportunities:

Basketball

Board Games

Law Library

Universal Gym Equipment

Volleyball

Weekend Movies

◀ VOLUNTEER PROGRAM ▶

Racine Correctional Institution is advantaged, as we currently have a roster of 153 volunteers, with more than one-hundred of them being long-term volunteers. These dedicated community members provide services to:



Alcoholics Anonymous
Charity Crafts
Education
Narcotics Anonymous
Recreation
Religious Programs
Specialized Training and Employment Program (STEP)
St. Rose Family Re-Unification Project

There were 1,653 Religious volunteers spending time at RCI during this fiscal year, providing a total of 3,054 hours of service. Total attendance by inmates was 67,923.

A Volunteer Appreciation Night was held on Tuesday, June 2, 2006 from 6:00-8:30 p.m. in the gymnasium at RCI. Fifty-one volunteers and guests were in attendance for the program and dinner. Volunteers received certificates acknowledging their work and dedication to the inmates and programs at our facility. Music and song were provided by the RCI Inmate Choir and some of the volunteers.