

State of Wisconsin
Department of Corrections
Prairie du Chien Correctional Institution

**500 East Parrish Street
P.O. Box 6000
Prairie du Chien, WI 53821
608-326-7828**



2007 Annual Report
Peter Huibregtse, Warden

TABLE OF CONTENTS

Message from Warden Huibregtse	3
Historical Information.....	4
Institution Mission & Goals	6
Fast Facts	7
Institution Accomplishments	8
Community Relations Board	11
Restorative Justice	12
Institution Volunteers.....	15
Education and Program Information	17
Health Services	22
Psychological Services	23
Business Office	25
Food Service	25
Inmate Complaints, Conduct Reports, and Appeals	26
Acronyms	27
PDCI Departments	30

MESSAGE FROM THE WARDEN

During the course of the past year PDCI has continued to grow and develop as an institution within the Division of Adult Institutions.

That growth has been most notable with the emergence of the Crawford Unit. While not ideal in design it capably houses inmates for the department at a time when bed space is critical. It is a tribute to the staff at PDCI that we were able to answer the call when the DOC needed bed space with a safe and immediate response in creating the Crawford Unit.

More change is on the horizon as we begin to make plans to expand our Gatehouse and Segregation Buildings. These projects are before the building commission and we expect approval as they are vital to the safe and secure future of PDCI.

As we continue to grow and our economy and budget concerns continued to be a challenge we needed to strive to do our best to do more with less. I am proud to say we embraced that challenge on a daily basis. It was not always easy but it was necessary. It was the professional approach by those who got it done that was most impressive to me. My thanks go out to all who worked so hard to make that happen.

Although my tenure at PDCI was temporary I am pleased I got to know the many good people who are doing great things at PDCI. I wish you well in the future and hope to see many of you down the road soon.

Peter Huibregtse
Warden

History of Prairie du Chien Correctional Institution

A railroad hotel was built on the current PDCI grounds in 1857 and was known as the Brisbois House. It was later used as a hospital for soldiers for a year during the Civil War and housed approximately 300 soldiers. The hotel closed a few years later. Local citizens established the Prairie du Chien College on the site in 1866. The property was bought by Mr. John Lawler of Prairie du Chien in 1867 and the Prairie du Chien College closed in 1869. The property was turned over in 1871 by Mr. Lawler to the Christian Brothers, who opened St. John's College. St. John's College closed in 1876 and the property was reverted back to Mr. Lawler.

In 1880, the property was formally deeded to the Jesuits, members of the Buffalo Mission of German Province. They opened Sacred Heart College and received the State of Wisconsin Charter in 1881. The school was closed to lay students in 1888 and used as a Novitiate and House of Studies of the Order by the Jesuits from 1888 to 1898 when it was reopened as a high school and college for boys.

In 1907, the Missouri Province took over the college when the Buffalo Mission became a part of this Province. In 1909, Campion Hall was built and the name of the college was changed to Campion College of the Sacred Heart in 1913. In 1925, the college department was closed and Campion Jesuit High School officially started on the grounds. Campion was not completely a military school, though was a member of the R.O.T.C. The military program was headed by a Captain, a graduate of West Point and a Sergeant of the US Army. The boys that attended Campion were trained in physical, intellectual, moral and military development. Students from all parts of the United States came to Campion. A few of the present-day buildings at PDCI were erected prior to Campion's reign; however, the majority of the buildings were built between 1936 and 1970. Campion Jesuit High School closed in 1975 and the campus sold to the Wisconsin Synod of Evangelical Lutheran Church in 1976 for \$2.8 million. The facility reopened as Martin Luther Preparatory School (MLPS) in 1978 and closed in 1994.

The State of Wisconsin purchased this facility in 1995 for \$2.5 million to be used as a Secured Juvenile Facility for non-assaultive male youthful offenders. The purchase included 21 buildings on 60 acres of land. Due to the decreases in juvenile offender population throughout the Division of Juvenile Corrections (DJC), the Legislature in the 1997 Senate Bill 113, authorized the Department of Corrections (DOC) to temporarily utilize this facility for the Division of Adult Institutions (DAI). The DJC contracted 302 beds at PDCI to the DAI to serve as a medium-security correctional institution for male youthful offenders with adult sentences in the age range of 15 to 21 years.

Kyle Davidson was hired in July 1996 to serve as Superintendent of PDCI. PDCI became operational on July 3, 1997. In January 1998, security enhancements were implemented which included additional strand of razor wire on the existing perimeter fence, second perimeter fence with two strands of razor wire, construction of the perimeter road, perimeter vehicle patrol was added to security of the institution, a fence with two rows of razor wire enclosed the Housing Units, second gate entrance installed for emergency, Public Address System completed, security cameras added to the stairwells of the housing unit and high-frequency radios purchased for Security Personnel.

In July 2000, the Deputy Superintendent was hired. In November 2001, Superintendent Kyle Davidson accepted the Superintendent position at Ethan-Allan School. In December 2001, the operating capacity increased from 302 to 326 inmates. In March 2002, Warden Catherine Farrey accepted the Interim Superintendent position for PDCI.

On April 25, 2002, Secretary Litscher announced the potential closing of PDCI due to the additional \$20 million cut to the DOC Budget recommended by the Senate. In May 2002, PDCI staff met with the Community Relations Board (CRB) to discuss the potential closing. Senator Meyer and Representative Johnsrud attended the meeting. The CRB and the County Board met and submitted a petition to the Legislature and the DOC to keep PDCI open. In June 2002, Secretary Litscher meet with PDCI staff to announce that the DOC was confident PDCI nor any other institution would close due to the budget reform bill. Secretary Litscher also discussed the need for PDCI to transition to the DAI, as well as increase population and age of inmates.

In the spring of 2003, Warden Catherine Farrey accepts the Warden position at NLCI and Warden Jeff Endicott is named PDCI Interim Warden. On July 1, 2003, PDCI transitioned from the DJC to the DAI; and the age restriction of the inmates was lifted for PDCI at that time. In August 2003, Warden Gerald Berge was named PDCI Warden in addition to being Warden at WSPF in Boscobel.

Richard (Sam) Schneider, formerly DAI Security Chief, was named Warden of PDCI and WSPF in Boscobel on March 6, 2005, upon Warden Gerald Berge's retirement. By June 2006, the inmate population increased by 48 inmates for a total of 472. In October of 2006, PDCI opened an additional housing unit (Crawford Unit) to house an additional 40 inmates for a total of 512.

During April 2007, Warden Schneider accepted a position as Assistant DAI Administrator and Pete Huibregtse was named PDCI interim Warden in addition to duties as Warden at WSPF.

PDCI continues to operate as a medium-security correctional facility for males within the Division of Adult Institutions.

PRAIRIE DU CHIEN CORRECTIONAL INSTITUTION

MISSION STATEMENT

In keeping with the Division of Adult Institutions Mission Statement, which applies to the protection of the community, offender accountability and competency building to help offenders live responsibly and productively in the community, Prairie du Chien Correctional Institution has the following mission:

To protect society from unwarranted acts, both now and in the future, which offenders referred to us for the purpose of habilitation may commit. The primary way we can fulfill that responsibility, as far as the future is concerned, is through a program of “productive adjustment,” education, and team building, by use of positive role modeling.

OBJECTIVES

- To ensure public safety, using the least restrictive control measures feasible.
- To promote the health, safety, dignity, and rights of offenders committed to our institution.
- To manage resources, including community agencies and volunteers, in the most efficient, effective, and practical manner consistent with the attainment of institution goals.
- To motivate offenders to establish and implement goals; to determine what services are needed to accomplish those goals; to do whatever is possible to insure that those services are delivered; and to motivate offenders to utilize those services.
- To develop a helping relationship between staff and offenders by being positive role models, showing mutual and equal respect for each other, along with developing a mentoring relationship.
- To develop a helping approach to problems of the offenders; all staff members have this responsibility in their daily interactions with offenders. Every contact with staff is an opportunity for learning and correcting.
- To provide an environment which fosters and creates independent living skills by providing offenders with real choices, decision making, and the natural consequences of those choices and decisions, whenever possible and consistent with safety and security for staff, offenders, and the community.
- To develop a sense of responsibility for self and others by building inner self-controls. Offenders will be involved in structured meaningful programs.
- To promote a total approach to each offender’s needs through addressing his physical, social, and educational needs, analysis and of skill deficits and addressing those deficits through relevant, proper programming.
- To create an environment that is clean, relaxed, humanistic and conducive to helping people change.
- To monitor and evaluate institution programs for general effectiveness and achievement of results.

FAST FACTS

Date Institution Opened	July 3, 1997
Security Level	Medium
Operating Capacity	424
Current Population	512
Officer / Sergeant Staff	103
Non-officer / Sergeant Staff	73.5
Inmate to staff ratio	2.55 inmates / staff
Number of acres	55.5
Operating Budget	\$10,340,990.00
Amount collected from inmates for:	
restitution	\$12,315.93
child support	\$5,831.73
victim/witness	\$18,648.61
medical co-pay	\$5,130.00

DONE - INMATE PARTICIPATION AND COMPLETION INFORMATION FOR EDUCATION, TREATMENT, AND WORK

ACTIVITY	# OF INMATES PARTICIPATED	# OF INMATES COMPLETED
Education		
HSED	532	156
509 (Special Education Portfolio)	45	12
Home School District Diploma	3	1
Corrections Learning Network	690	641
Southwestern Wisconsin Technical College (SWTC) General Education Credits	985	941
SWTC Bricklaying Diploma	6	2
SWTC Certificate	24	15
SWTC Office Assistant Program Diploma	5	4
SWTC Certificate	39	16
OSHA Certified Forklift Training	124	115
Alcohol & Other Drug Abuse (AODA) Treatment Changeover to "New Freedom" Curriculum in January	61	49
Cognitive Intervention Program (CGIP) Phase I	78	69
Cognitive Intervention Program (CGIP) Phase II	75	69
Parenting	50	50
Victim Impact Program	49	47

172 inmate worker positions in the following areas: Kitchen, Maintenance, Yard Crew (including outer perimeter), Laundry, Janitorial, Education tutors, clerks, and garden.

PDCI Accomplishments for FY2007

ADMINISTRATION

- Crawford Unit completed in basement of South Housing and institution population increased to 512.
- PDCI and WSPF allocated management staff at each institution and will no longer share staff. Positions affected include Warden, Business Director, Business Manager, and Human Resource Director. The Education Director and Psychological Services Unit Supervisor positions will continue being shared at this time.
- No staff assaults

EDUCATION/PROGRAMS

- HSED programming continues to be a key emphasis of the PDCI program. This past year 156 inmates completed their HSED at PDCI.
- The 509 High School Competency Based Diploma program continues to be enhanced to meet the alternative learning styles of inmates identified with significant learning problems and requiring accommodations to be academically successful
- Bricklaying/Masonry instructor position added. Previously a grant position and partnership with SW Technical College.
- The utilization of the Corrections Learning Network to provide distance learning opportunities was expanded
- Financial Literacy continued to be emphasized and utilized the DOC approved curriculum.
- A Pre-vocational Janitorial/Custodial program continued through a partnership with Southwestern Wisconsin Technical College to provide a "short course" certificate for inmates
- The Career Advisor position was continued and expanded with the utilization of a teacher on a part-time basis to address transition for inmates preparing for release. This included an expanded portfolio program for all inmates.
- Workforce Connections X-treme Options Federal Grant through United States Department of Labor won national recognition as exemplary program for out of school youth who were 20 years old and younger. Award presented at the National Conference in Kansas City.
- Inmates earned a total of 941 credits from Southwestern WI Technical College. This included vocational related classes in the Office Software and Office Assistant Programs as well as the Bricklaying/Masonry and Custodial programs. Many inmates also attended general education classes voluntarily for enrichment and further skill development
- OSHA Certified Forklift training program expanded and 115 inmates successfully completed.
- Parenting Classes continued utilizing the DOC approved curriculum.
- PDCI hosted 3 Social Work Interns from Upper Iowa University and 1 Human Services Intern from Southwest WI Technical College
- CHOICES Program developed and implemented
- Hosted institution tours for Criminal Justice students from Southwest WI Technical College and Northeast Iowa Community College; CHOICES inmate panel presentations to each group

PROGRAM REVIEW COMMITTEE

- PRC department has been trained and is approving decisions of other coordinators
- Prairie du Chien Correctional Institution's PRC department was expanded to include coverage for seven other facilities and jails, without increased staffing

SECURITY

- Key assessment completed. Improvements made in Key control / Distribution process / Staff accessibility.
- Installation of Security Cameras: Has assisted in inmate investigations / monitoring.
- Full Due / Waiver Hearing Process have improved. Delegation of Waiver Hearings are more evenly distributed to Supervisors. Full Due Hearing Schedules are less congested each week.
- Investigations / 1st Steps / Pre-disc process has improved.
Delegation, timeliness has improved.
- Training: Improvements in record keeping and consistent training days / schedules. Policy developed on Institution movement on training days.
- Segregation Reviews / Clinical Reviews for WSPF Placement: Improvements and consistent process established.
- Rotation of Staff in Perimeter vehicle. Improvements made on procedure of switching out staff. Improved staff safety in this area.
- Successful Security Supervision / coordination / implementation for strike teams for flood relief 2007.
- Enhanced communication process regarding all external / internal offender movement.
- Improved STG monitoring / Identification. More training given to staff on STG's.

PSYCHOLOGICAL SERVICES UNIT

- Blended WSPF and PDCI Psychological Services Units
- Psychological Services Unit began evaluations supplementing educational services
- Increased Segregation rounds
- Re-instituted multidisciplinary meetings with all disciplines for special needs of inmates. This allows a true integration of the psychology staff and the institution

HEALTH SERVICES UNIT

- HSU remodeled and expanded, doubling the original size.
- 9523 total services to inmates (average of 794 inmate contacts per month).
- Local health care facilities are utilized for emergency services, orthopedic consults, surgical intervention, eye exams, CT scans, MRI scans, labs and pharmacy needs.

FOOD SERVICE

- Food Service supplies, prepares and serves food to meet specific nutritional needs of the inmates. Cycle menus were adapted last Fiscal Year to reflect the National Healthy Eating Initiatives directed by DAI.
- In FY2007, food purchases totaled \$532,142.87 with 442,832 meals served and \$1.08 cost per meal.
- The Food Service Department has also been providing Institution-wide cookouts for all inmates and Staff.
- Foodservice assumed responsibility for the garden this year. That project included raising all of the plants from seed also. The garden was enlarged to approximately 2 acres. A rotating schedule and job descriptions were developed and implemented. At the height of the busy season for the garden there were 10 inmates working in the garden.
- The garden produced over 13,000# of produce that was mostly processed by the PDCI kitchen. Some produce was sent to the local food bank and to WSPF.

BUILDINGS AND GROUNDS

- The Camera Project included increasing the numbers of cameras throughout the Institution, with Digital Video Recording for all cameras. This Project increased our cameras from approximately 32 to approximately 128. This enhanced security throughout the Institution.
- The HSU Project included building a new Health Services Unit; built four new exam rooms, nurse's station, medication room and handicap restroom.
- Window film was installed on all windows in South Housing to increase energy efficiency in our Housing Unit.
- Entrance doors to the following buildings were replaced to enhance security: Administration Building (4 entrances), Food Service and Visitation (4 entrances), and the Recreation Building (1 entrance).
- Sanitary sewer upgrade to the Boiler House.
- Water main replacement to the Boiler House was replaced.

**PRAIRIE DU CHIEN CORRECTIONAL INSTITUTION
COMMUNITY RELATIONS BOARD**

PDCI is committed to being a "good neighbor" to the surrounding communities. Our Community Relations Board was formed with local community representatives to provide a forum for regular discussion of pertinent issues that may impact the institution and its neighbors. Members are comprised of a diverse group of volunteers from throughout the local community:

Mr. William Adamany	Ms Paula Armentrout
Mr. Norb Aschom	Mr. Aaron Collins
Mr. Michael Day	Ms Sharon Dearborn
Mr. Phil Dagnon	Mr. Tom Farrell
Mr. Gordan Gallagher	Mr. Nate Gilberts
Ms Kathleen Hein	Mr. Dave Hemmer
Mr. Dave Hernesman	Ms Bonnie Homuth
Mr. Gary Howe	Mr. Jim Hutchison
Mr. Drew Johnson	Sen. Dan Kepanke
Mr. Michael King	Mr. Jack Kluesner
Ms Cheryl Mader	Sheriff Jerry Moran
Mr. Erwin Mueller	Rep. Lee Nerison
Mr. Maury Oehler	Ms Gail Petraw
Mr. Frank Pintz, Jr.	Mr. Jaaren Riebe
Mr. Joe Ruskey	Ms Sara Ryan
Ms Irene Schauf	Mr. Brad Steiner
Mr. George Sutton	

Restorative Justice Efforts

Choices Program

In conjunction with the Wisconsin Department of Corrections' (DOC) initiative towards restorative justice, PDCI is proud to sponsor "CHOICES", a youth diversion program. The aim of the Choices Program at PDCI is to reach out to surrounding communities and provide a crime prevention service that targets at risk youth. It is designed to raise awareness in youth of the impact their choices may have on their lives, as well as the lives of family, friends and community. At the same time, selected inmates gain an opportunity to acknowledge how their decisions have impacted themselves and others and use their stories to help youth recognize the direction their actions are taking them, and hopefully, to make better choices and avoid criminal action. In addition, the program has served as an education tool for local college and school criminal justice programs.

PDCI Program Staff oversee the CHOICES PROGRAM and collaborate closely with agency staff to create a unique presentation to meet each group's particular needs. Interested inmates are carefully screened prior to program acceptance and undergo training prior to presenting to students. Education and program participation, along with presentation skills and appropriate behavior, are required.

A small panel of inmates meets with youth to discuss their crime and sentence, their life in prison, and changes they are making. Inmate participants come from diverse cultural and family backgrounds, and environments. Through open discussion, inmates relate how involvement with drugs, trouble-seeking friends, gangs, crime, etc. has negatively affected their lives, as well as those of their friends, family, and community. Inmates emphasize the possibility of positive decision-making; both how they might have done so in the past and how they intend to do so once released. Frank conversation covers making mistakes and making amends, breaking off with trouble-seeking friends and developing positive relationships, and opening lines of communication, as well as the difficulty and rewards of making changes. How to build on personal strengths is discussed in detail as well.

This program was created with input from an advisory team comprised of staff from a variety of local agencies who serve youth. The first presentation was held in May of 2003. During FY07, 5 groups of youth (39 total) were served. Participants included 2 groups of local Probation/ Parole clientele, as well as groups from Passages, Richland County Juvenile Services, and Logan Middle School in LaCrosse. The Choices panel also presented to 30 Criminal Justice students and 17 Human Services students from Southwest Wisconsin Technical College (SWTC), and 22 Criminal Justice students from the University of Wisconsin-Platteville.

Inmate participants are interviewed and must complete several training sessions. 169 inmates have applied to participate in the program since its inception. 53 inmates have been selected and trained, with only 5-10 inmates active at any time. Inmates remain

active until release or transfer from the institution; only one inmate has elected to quit the group.

Victim Impact Program

PDCI's Victim Impact Program started in March, 2000, and was adapted from Mothers Against Drunk Driving (MADD) and the California Youth Authority model. The mission of this program is to enlighten offenders to recognize how their illegal actions have a profound effect on not only their victims, but also on their communities and their own families. Goals are to help offenders explore their tendency to depersonalize victims, become aware of the long-term impact of victimization, hold the offender accountable for crimes committed, develop personal safety skills, recognize patterns of victimization within their personal environment, and differentiate hate/ bias crimes from others. The program also provides an opportunity for victims to share their experience in an attempt to educate the offender as part of the victims' healing process. Ten chapters begin with property and drug-related crimes and culminate with homicide. The program includes lectures and discussion groups, as well as group activities, daily journaling/assignments, videos, and community service projects.

Restorative Justice Week /Victims' Rights Awareness Week

PDCI makes a concerted effort to inform inmates and staff of Restorative Justice issues during Restorative Justice Week in November and Victims' Rights Awareness Week in April. Restorative Justice/Victims' Rights were a central topic of discussion in most classrooms throughout each week. Posters developed by inmates in the Victim Impact program were placed throughout the institution. A number of PDCI Staff participated in a Restorative Justice Training sponsored by the National Institute of Corrections in September. During Restorative Justice week, Mr. Timothy Scott of New Richmond, WI presented a program to inmates on the Holocaust and its repercussions, followed by discussion on racism, prejudice and hate crimes. In April, Deanna Theirn presented a Victims' Rights seminar to interested inmates.

Community Service

PDCI strives to be a "good neighbor" and encourages the inmates in our care to participate in Community Service opportunities whenever possible. Within the institution, inmates in the AODA Program filled plastic eggs with candy for the Community Easter Egg Hunt and also filled Fire Week school information packets for the Prairie du Chien Fire Department.

In the summer of 2004, PDCI inmates became eligible to work in crews outside the perimeter for the first time. Work initially consisted of only on-site care of PDCI

perimeter grounds, but progressed to a supervised crew of inmates traveling to sites within the city of Prairie du Chien and nearby Wyalusing State Park in Grant county. Two local law-enforcement officers were hired as part-time Limited Term Employees (LTE) to oversee this work crew.

A total of 3394 hours of community service were completed by the Project Crew in FY07.

- 931 hours for the Prairie du Chien Street Department maintaining the city compost site, landscaping, beach clean-up, and park shelter repair and maintenance, etc.
- 113 hours for the Prairie du Chien Volunteer Fire Department washing/waxing vehicles, cleaning and painting at the fire houses, and shoveling snow away from fire hydrants.
- 294 hours for the Prairie du Chien Water Department and Waste Water Treatment Facility cleaning, painting, clearing brush, mowing, and general building maintenance.
- 146 hours painting and washing/waxing vehicles for the Police Department.
- 230 hours of landscaping and work on a new shelter and concession for the Prairie du Chien Recreation Department.
- 64 hours of interior painting at the Prairie du Chien Volunteer Emergency Service office.
- 3-9 inmates spent a total of 1616 hours at Wyalusing State Park cleaning/preparing group camp (stripping/waxing floors, windows, kitchen), trail construction, prairie restoration, shop and saw/tool maintenance, building demolition, grooming and maintaining trails by removing trees and weeds and brush trimming.

Institution Volunteers

Volunteers are one of PDCI’s most valuable assets. Their example as successful, law-abiding citizens serves a valuable function in providing inmates with appropriate community role models. Volunteers are active throughout our education and program departments in a variety of roles. A number of volunteers serve regularly as speakers for the Victim Impact Program, Parenting classes, AODA Treatment Program, and occasionally in other classes.

PDCI has only a part-time Chaplain and most religious services are provided through the time and efforts of volunteers. PDCI serves inmates with diverse cultural, ethnic, and religious backgrounds. The Chaplain is continually recruiting new volunteers to meet the needs of this varied population. PDCI’s Chaplain, under the supervision of the Program Supervisor, serves as the staff advisor for most volunteers. All PDCI volunteers are carefully screened prior to approval; once approved, they receive orientation and training prior to inmate contact.

162 Volunteers provided PDCI inmates with the following services/study this past year:

Religious Service/Study
Weekly Catholic Mass/Confession in English & Spanish
Weekly Catholic Study
Weekly Protestant Study (5 different groups)
Weekly Protestant service
Weekly Christian Choir Practice
Protestant Special Events: CrossFire Ministry, Christmas Eve special, musical worship presentations, Life Plan and Parenting Seminars
Weekly Islamic Study
Weekly Native American Pipe-Drum Ceremony/Monthly Sweat Lodge
Monthly Pagan/Shaman Service

Volunteers established a chapel library in August 2005 and continue to provide generous donations of books, audio/video equipment, and cabinets. The PDCI library has grown in size and availability; it is staffed by volunteers about 12 hours each week.

The volunteer-led inmate Christian choir has performed at numerous religious services, along with presentations during graduations and other special events. 47 inmates participated in full-immersion Christian baptism, led by volunteers. Volunteers from a variety of different faith groups also made regular pastoral visits with individual inmates. About 25-30 individual pastoral visits took place weekly during FY07.

PDCI is fortunate to have representatives from Prison Fellowship Ministries, a national Christian ministry, work with local volunteers to provide additional training and programming for Life Plan Seminars and Parenting Seminars for inmates. Trained volunteers work with a inmates on release planning or parenting skills during the course of a 12-hour weekend “seminar”. 62 inmates elected to participate in the 4 seminars

offered in FY07. Another program provided by religious volunteers has been collecting release clothing for destitute inmates upon their release. In the past, inmates who did not have their own clothing upon release, left with only state clothing on their backs; they were billed for it and the institution was rarely able to collect payment. The new program provides a volunteer "shopper" who obtains up to 3 sets of donated clothing for the inmate from the local Community Action Program, Salvation Army, or Goodwill stores; this volunteer does not enter the institution but works with staff through phone and e-mail only.

Other, non-religious services are provided by volunteers as well: Alcoholics Anonymous runs a weekly meeting with 15-20 inmates, separate from the AODA Treatment Program. Narcotics Anonymous began running a bi-weekly meeting this year with about 10-15 inmates attending regularly. Several local business leaders have begun participating in mock interviews as part of the Education Department's Employability Skills program.

PDCI EDUCATION AND TREATMENT PROGRAMS

All education and treatment programs at PDCI serve to carry out the mission of the Wisconsin Department of Corrections. The Education and Program Departments provide a safe learning environment that encourages students to meet high academic standards, develop life long learning and vocational skills, take responsibility for themselves and their actions, and become productive members of society. The two departments work closely together to ensure that inmates are given the opportunity to complete their Assessment and Evaluation (A&E) needs; inmates are allowed to continue school while in program placement when possible. Priority placement is given to inmates with an A&E need.

MISSISSIPPI VALLEY SCHOOL

The majority of this population has not experienced behavioral or academic success in a traditional school setting. Academic records indicate poor academic performance, inconsistent attendance and a significant number of behavioral interventions. In a significant number of instances, the individuals had been referred to Alternative School placements, but were unsuccessful there as well. A large percentage of our students (90%) dropped out before successfully completing their 10th grade year. The majority has not attended educational programming for a number of years.

The PDCI educational program emphasizes academic remediation for students below literacy level and preparation for the High School Equivalency Exam for students at higher levels, and technical college courses that include vocational and accompanying general education classes. The education program is flexible to meet the needs of individual students and changing population trends.

The Wisconsin Department of Public Instruction licenses the twelve academic teachers and three vocational teachers. Seven teachers are also licensed in Special Education; and the Wisconsin Technical College Board licenses six of the teachers, including all vocational instructors. One teacher is designated as Title I and is funded through grant funds.

Library Services

The Library at the Prairie du Chien Correctional Institution continues to receive significant use by the inmates and provides access to law library resources, current magazines, newspapers, and reference materials in addition to the general reading collections. There were 11,306 inmate visits to the Library in FY2007. The library was used extensively by inmates with 13,231 materials being checked out. The majority of the materials checked out were fiction books with 6,300 fiction books checked out in FY2006. In addition, there were 208 Interlibrary Loans made to inmates.

Current Educational Programs and Classes include:

- Remedial Academic Classes for students functioning below the literacy rate.
- Students suspected to have Special Education needs are evaluated, and placement is pursued if appropriate. Special Education services are provided to all identified students.
- High School Equivalency Diploma Classes: Social Studies, Science, Math, Writing Skills, Literature, Health, Civics and Employability Skills
- Re-Entry Classes are offered in Education in the areas of Parenting, Wellness, Financial Literacy and Life Skills.

- The Incarcerated Youthful Offenders Academic Program offers distance learning opportunities for inmates to earn college credits toward an associate degree from Milwaukee Area Technical College.
- Prairie du Chien Correctional received a grant from (RIF) Reading is Fundamental Shared Beginnings Program to host several book fairs. The Book fairs were held for inmates and their families in July and November; free books were provided to inmates' children and to inmates under age 21 years.

Vocational Programs

- Microcomputer Software - Certificate (six months) and diploma (one year). This is a cooperative program with Southwestern Wisconsin Technical College.
- Bricklaying/Masonry Program – Certificate and diploma program through a cooperative program with Southwestern Wisconsin Technical College.
- Building Maintenance and Construction Certificate Course through cooperative program with Southwestern Wisconsin Technical College.
- A Custodial Short Course provides inmates with a Mississippi Valley School Certificate.
- An OSHA certified Forklift training program is utilized to teach specific work skills and provide enhanced employment opportunities upon release.
- General Education Classes are also taught in conjunction with these vocational programs and include Workplace Communications, Applied Math, Algebra, Professional Development, Business Communications, and Human Relations and Psychology.

CAREER ADVISOR

In July 2000, the Department of Corrections entered into contracts with Workforce Connections, Inc. to assign a Career Advisor to PDCI through a grant with Department of Workforce Development. This grant ended in January of 2004 and the Department of Corrections has provided continued support for this successful transition program.

The Career Advisor met separately with participants to develop an individualized employment plan and track their progress towards reaching their employment goals after release. The process included:

- Assessments of interests, work history, education and barriers to employment
- Job readiness training
- Career exploration and planning
- Establishment of short & long term goals and objectives
- Job search assistance
- Tuition for vocational education
- Post-release support services, job search assistance and job retention assistance
- Follow up to record achievements and address issues

All inmates seeking job search assistance are able to contact the Career Advisor for employment-related information and referrals. The Career Advisor developed a resource manual that details answers to many of the typical questions inmates have as they near release. Copies of these

manuals are housed in the library at PDCI. Approximately 15 individuals per week receive these core services at PDCI.

The goal is to prepare offenders to have a successful reintegration into society that includes becoming self-sufficient and taking responsibility for self and family. Programming focuses on reducing recidivism by providing a support network and resources to address barriers to employment.

The Career Advisor developed a network of cooperating resources throughout the state that assist participants in gaining housing, job search information, transportation, work experience, additional training and treatment needs.

Over 350 inmates received direct transition services through the Career Advisor position and 21 inmates were enrolled in the actual "Windows to Work" grant program during FY04. The results of the inmates involved in the Career Advisor grant follow-up included:

- 1 revoked within 100 days of release / disenrolled
- 13 actively employed with an average wage of \$8.58 per hour for unskilled workers. The masons who completed the SWTC Diploma (2 enrolled) are higher at an average of \$15.51 per hour
- 6 remained in job search
- 1 was disenrolled due to noncontacts

Of those previously released and employed during the month of June 2004:

- 6 had been employed within 30 days of release
- 5 maintained employment at the 60 days after release measure
- 5 maintained employment at the 180 days after release measure.

X-TREME OPTIONS GRANT

Federal Grant from United States Department of Labor targeting out of school youth who are 20 years old and younger. This grant was administered at PDCI by Workforce Connections.

AODA (Alcohol and Other Drug Abuse) Treatment Program

Federal studies show that AODA Treatment can lower incarceration recidivism rates by 16%. PDCI offers a short-term (16-week) treatment program consisting of separate educational and group therapy components. The program provides 4 hours of direct service per day, along with assigned homework. It uses a bio-social-psycho educational approach that focuses on breaking the cycles of chemical abuse and criminality. Treatment addresses dependency, thinking errors, communication, relationships, stress, anger management, coping mechanisms, decision making, and problem solving, identifying use triggers and developing a use prevention plan.

Treatment is typically assigned as a need during the initial evaluation at DCI. There is a long waiting list and the program is offered to those inmates who are nearest their release date – most often inmates are completing the program within only a few months of their anticipated release. All participants are housed in the same unit, along with tutors (former participants who work with the instructors). PDCI runs two groups at all times, with 14 participants per group (1 ATR accepted for each group). 6-7 groups complete each year. Community Service is required of all participants. The Family Resource Center, through their own grant funding, provides two staff that provide a 6-week (one day per week) parenting session to each group.

CGIP (COGNITIVE INTERVENTION PROGRAM)

Cognitive Intervention is a research-based skills program that encourages the inmate to change personal beliefs, attitudes, and thinking patterns associated with criminal/dysfunctional behaviors. Treatment is assigned as a program need during an inmate's initial evaluation at DCI. The program targets inmates who are repeat offenders, probation/parole violators, have a history of violence, or who show poor institutional adjustment. Inmates who are unmotivated, anti-social, impulsive, non-reflective, who deny problems or demonstrate poor problem solving skills or poor social interaction are priorities for placement into the program.

The program consists of two phases, each 15 sessions. Each group meets 2 or 3 times weekly for 2 hours. There are about 60 program slots available each year (ATR's are accepted). Homework is assigned and checked daily.

AGGRESSION / ANGER MANAGEMENT

The C.A.L.M. Curriculum, a research-based program largely based on Rational-Emotive Behavioral Therapy (Ellis) and Cognitive Behavioral Therapy (Beck), teaches inmates the interaction between their emotions, thoughts, and behaviors and how to effect a change in habitual patterns of behavior. Inmates practice relaxation techniques, thought-stopping, and redirection, and must develop a risk management and relapse prevention plan.

Treatment is assigned as a need during an inmate's initial evaluation at DCI. The program consists of bi-weekly 2-hour sessions for each of 12 weeks. Groups of up to 10 inmates are usually held as needed through the year. Due to staffing issues, this program was placed on hold in Fall 2003.

VICTIM IMPACT PROGRAM

Based on the MADD/CYA model (Mothers Against Drunk Driving/California Youth Authority), the program is designed to assist offenders in recognizing the profound effect their actions have had, not only on their victims, but on their communities and families. Victim Impact is available to inmates on a volunteer basis only; it is often recommended by the Program Review Committee (PRC) but the inmate must make the decision to sign up for the course.

Victim Impact is a 10-week program that runs 2 hours per day. Community service is required and is a large component of the program. Videos, print material, and guest speakers are used to encourage thought and discussion.

RECORDS

The PDCI Records Office maintains all social services and legal documentation for inmates. Inmates are allowed to review their files every six months

Legal Assistance for Incarcerated Persons, a service provided by the UW-Madison Law School's Remington Center, is coordinated by the records office.

INTERNSHIPS

PDCI has worked closely with area schools to sponsor student social work interns. Orientation, general procedures, exposure to correctional methodology, and multi-cultural emphasis is provided through hands on experience under the supervision of staff social workers.

VISITATION

PDCI recognizes the importance, on many different levels, for inmates to maintain their relationships with family and friends throughout their incarceration. The visiting area is staffed and maintained four times per week to allow inmates to meet with approved friends/family members. The visitation program has been designed to provide the utmost safety for visitors, inmates, and staff.

PDCI HEALTH SERVICES UNIT (HSU)

The Health Services Unit (HSU) at PDCI strives to execute the mission of the Department of Corrections (DOC) Bureau of Health Services (BHS): "the administration and provision of health care, health education and preventative care for the DOC consistent with professional, community and correctional health care standards.

Our professional management team consists of various healthcare providers:

- 0.5 Medical Doctor
- 1.0 Nursing Supervisor
- 3.5 Registered Nurses
- 1.0 Medical Program Assistant Associate
- 0.5 Dentist and Dental Assistant
- 0.02 Psychiatrist

HSU oversees the immediate health care needs of inmates on a daily basis, including clinic visits for the doctor, psychiatrist and RN appointments, urgent and emergent medical treatment, on-going monitoring of chronic care conditions, providing material and information for educational needs to aid in making appropriate choices for a healthier lifestyle, preparing and completing lab work, provide medications and teaching, including psychotropic medications, provide monthly immunization clinics, etc. Our dental staff provides a full range of dental services to our population.

Hours of operation for HSU is Monday through Friday 6:00 A.M. to 10:00 P.M. and Saturday/ Sunday/ Holidays from 8:00 A.M. to 4:00 P.M. Registered Nurses are On-Call to provide coverage for any medical concerns after normal operation hours. The Nursing Supervisor is also available for the nurses/DOC staff for further assistance as needed. The Department of Corrections has a Doctor available for nursing staff to utilize whenever the unit physician is not on-site.

Local health care facilities are utilized for emergency services, orthopedic consults, surgical intervention, eye exams, x-rays, CT scan, MRI scan, labs and pharmacy needs. UW Madison Hospital, Boscobel Area Health Care and Prairie du Chien Memorial Hospital also provide consultations and various medical specialized cares.

HSU was recently remodeled, as well as expanded, doubling the original size when the project was completed. The expansion included increasing our 2 exam rooms to 4 exam rooms and doubling the size of our medication room, medical record room, and the nurse's station. Our storage area has also increased with the extra rooms and the many storage cabinets that have been installed.

Statistics for Health Care Services Provided from July 1, 2006 to June 30, 2007

Physician visits - 1233
Nursing visits - 6304
Off-site X-rays, scans - 221
Dental – 475
Dental Hygienist - 159
Psychiatrist - 595
Off-site visits - 477
Off-site admissions - 9

Emergency Room visits - 50

Total services received – 9523 (averages to 794 inmate contacts per month)

MEDICAL/PSYCHIATRIC SERVICES

Physicians provide on-site medical and psychiatric services, such as, physical examinations, monitoring of chronic conditions, monitoring psychotropic medications, providing treatment for acute illness and emergency care.

Local healthcare facilities are utilized for emergency services. Consultations with the University of Wisconsin specialist and a local Optometry clinic is available as needed.

NURSING SERVICES

Nursing responsibilities include initial admission screening and exam, physical assessments, daily sick call, monitoring chronic conditions, emergency care, management of prescription medication, screening for sexually transmitted diseases, laboratory services, immunization clinics, health education, upkeep of medical records, coordination of off-site appointments when necessary for specialized or emergency services, segregation rounds, Health and Safety Committee membership, and Infection Control coordinators.

DENTAL SERVICES

The dentist, dental assistant and dental hygienist provide dental care and routine dental hygiene. Services include dental examinations that could lead to fillings, extractions, partials and an occasional root canal.

PSYCHOLOGICAL SERVICES UNIT

The mission of the Psychology Services Unit (PSU) is to provide mental health services that are in compliance with current ethical and professional standards and which are in keeping with the overall mission of the DOC. PSU provides early identification of and timely intervention for mental health needs. The goal is to prevent crisis situations, which can lead to mental and emotional distress for the inmate, as well as risk for harm to the inmate and others. Specific services provided by PSU include:

CLINICAL MONITORING

Inmates who are coming through A&E at DCI are screened for Mental Health (MH) Needs. MH needs include mental, emotional and behavioral conditions that might interfere with optimal adjustment to the institution. Inmates with current MH Needs are assigned to Clinical Monitoring (CM). Services provided to inmates on CM may include medication, supportive and directive counseling, and (on rare occasions) psychotherapy. Over the past Fiscal Year, the number of PDCI inmates on CM has fluctuated between a low of 49 and a high of 64. This means that, on average, roughly 18 percent of PDCI inmates are on CM at any given time.

RECORD REVIEW AND SCREENING FOR MENTAL HEALTH (MH) NEEDS

PSU reviews records of inmates transferred to PDCI to screen for mental health issues. Inmates identified as such are interviewed and assessed for their current level of MH Needs. Inmates are

assigned to CM, as needed and provided with mental health services in accordance with their specific needs.

SEGREGATION (SEG) ROUNDS

Inmates in SEG experience diminished contact with staff and other inmates, as well as diminished privileges, movement and activity. SEG can be stressful for some inmates. PSU conducts weekly rounds in SEG to monitor inmates' adjustment to SEG, to identify any problematic adjustment and to provide supportive and directive counseling as needed.

CRISIS INTERVENTION

PSU provides crisis intervention to inmates experiencing acute mental and/or emotional distress. Timely intervention can diminish the level and duration of distress, reduce the risk of harm to the inmate and other, as well as provide corrective experiences for inmates dealing with crisis.

CLINICAL OBSERVATION (OBS)

Inmates in mental and/or emotional distress can pose a threat of harm to themselves and/or others. OBS provides a safe and humane option for managing these risks. PSU can make the initial placement, or provide approval of placement in OBS if after hours. Subsequent to the initial placement, PSU provides assessment and supportive/ directive intervention at regular intervals per ethical and professional guidelines. Over the past Fiscal Year, 16 PDCI inmates have been placed in OBS.

CONSULTATION

PSU provides consultation services to staff in specific cases involving problematic inmate behavior. Efforts are made to identify inmates' specific needs and to formulate a plan for intervention and management.

MH SCREENING FOR WSPF

PDCI inmates can be placed in Temporary Lock-Up (TLU) and/or SEG at WSPF. Per a Federal Court decision, inmates with certain MH conditions cannot be placed at WSPF. PSU conducts MH Screening in order to ensure that inmates with these MH conditions are not placed at WSPF. Over the past Fiscal Year, 85 brief MH Screens for TLU and 162 full MH Screens for SEG have been conducted on PDCI inmates.

REFERRAL FOR MH PLACEMENT

PSU provides screening and referral for special placement of inmates with MH Needs. Special placements include, but are not limited to, the Wisconsin Resource Center, the Special Management Unit at CCI and the Therapeutic Treatment Community at OSCI. Over the past Fiscal Year, six PDCI inmates have been referred for special placement.

BUSINESS OFFICE

The Business Office includes a staff of four including a Financial Program Supervisor and three Financial Specialist 2's. The staff provides services for both staff and inmates.

The purchase of all supplies and services is coordinated in cooperation with each respective department to ensure the responsible use of funds and satisfaction of the institution needs.

Inmate Accounts is responsible for receipting and disbursing inmate funds and processing inmate payroll in accordance with all administrative guidelines and laws. This area handles all legal loans, postage, medical co-pays, and restitution.

The Business Office Coordinates canteen services for the institution including distribution of menus and submission of orders to the contracted vendor who is utilized for this service.

The Business Office takes a strong lead in the continual management of the budget. Inventory levels are closely monitored to ensure that all institution needs are met while maintaining adequate supplies.

Food Service

The Food Service supplies, prepares and serves food to meet specific nutritional needs of the inmates. Cycle menus were adapted last Fiscal Year to reflect the National Healthy Eating Initiatives directed by DAI. In FY2007, food purchases totaled \$532,142.87 with 442,832 meals served and \$1.08 cost per meal.

The Food Service Department has also been providing Institution-wide cookouts for all inmates and Staff. The cookouts are received in a positive manner and have been enjoyed without incident.

Foodservice assumed responsibility for the garden this year. That project included raising all of the plants from seed also. The garden was enlarged to approximately 2 acres. A rotating schedule and job descriptions were developed and implemented. At the height of the busy season for the garden there were 10 inmates working in the garden. The garden produced over 13,000# of produce that was mostly processed by the PDCI kitchen. Some produce was sent to the local food bank and to WSPF.

Food Service employs approximately 65 inmates working both full-time and part-time. With the population increase at PDCI, Food Service has increased the number of daily sack lunches for work crews and Hospital transport meals. Food Service also continues to provide hospitality carts and meals for events such as Blood Drives, HSED Graduations, Department Trainings, Health Fairs, Community Relations Board Meetings, etc.

Food Service operates with 4 Full-time Permanent employees, and 3 LTE's and is open from 5:00am to 6:00pm.

Inmate Complaint Review System

The Inmate Complaint Review System provides inmates with an opportunity to raise questions or grievances in an orderly fashion, to have policies explained or clarified, and to have grievances investigated by impartial staff. The ICRS process also serves to assess the institution climate.

Subject of Complaint	Withdrawn	Affirmed	Dismissed	Rejected	Total
Breach of Confidential Health Information/Classification	0	0	1	0	1
Classification	0	0	4	4	8
Correspondence & Publications	0	17	85	14	116
Discipline	0	3	20	34	57
Discrimination	0	0	0	1	1
Food	0	5	10	5	20
ICRS	0	0	2	2	4
Inmate Accounts	0	17	38	12	67
Inmates Sexual Misconduct	0	0	2	0	2
Medical	0	20	128	48	196
Other	0	5	47	42	94
Personal Physical Conditions	0	8	87	41	136
Personal Property	0	39	134	72	245
Religion	0	0	8	4	12
Rules	0	1	17	6	24
Staff	0	5	79	22	106
Visiting	0	2	9	1	12
Work & School Programs	0	1	16	12	29
Totals	0	123	687	320	1130

CONDUCT REPORTS

Majors - 257

Minors – 410

APPEALS

97 Processed

ACRONYMS

A&E	- Assessment and Evaluation
AA	- Alcoholics Anonymous
ADA	- Americans with Disabilities Act
AODA	- Alcohol and Other Drug Abuse Treatment Program
ATR	- Alternative to Revocation
BHS	- Bureau of Health Services
CGIP	- Cognitive Intervention Program
CM	- Clinical Monitoring
CO	- Correctional Officer
CRB	- Community Relations Board
DAI	- Division of Adult Institutions
DCI	- Dodge Correctional Institution (Waupon, WI)
DJC	- Division of Juvenile Corrections
DOC	- Department of Corrections
FY07	- Fiscal Year 2007 (July 1, 2006 – June 30, 2007)
HSED	- High School Equivalency Diploma
HSU	- Health Services Unit
ICE	- Inmate Complaint Examiner
ICRS	- Inmate Complaint Review System
LAIP	- Legal Assistance for Incarcerated Persons
LTE	- Limited Term Employment
MADD	- Mothers against Drunk Driving
MH	- Mental Health
MLPS	- Martin Luther Preparatory School
NICC	- Northeast Iowa Community College
OBS	- Observation
P&P	- Probation and Parole
PDCI	- Prairie du Chien Correctional Institution
PRC	- Program Review Committee

PSU - Psychological Services Unit
RIF - Reading is Fundamental
SEG - Segregation
STD - Sexually Transmitted Disease
SWTC - Southwestern Wisconsin Technical College (Fennimore, WI)
TB - Tuberculosis
TLU - Temporary Lock-Up
VIP - Victim Impact Program
WSPF - Wisconsin Secure Program Facility (Boscobel, WI)

PRAIRIE DU CHIEN CORRECTIONAL INSTITUTION BY DEPARTMENT

WARDENS OFFICE

- Warden
- Deputy Warden (1)
- Confidential Secretary (1)
- Inmate Complaint Examiner (ICE) (.50) – Limited-Term Employee (LTE)

HUMAN RESOURCES

- Human Resource Director
- Payroll & Benefits Specialist (1)
- Human Resources Assistant (1)

Security

- Security Director (1)
- Program Assistant – Confidential (1)
- Captains - 7
- Lieutenants (3)
- Sergeants (39)
- Correctional Officers (64)
- 2 part-time LTE officer who oversee our seasonal, outside work crew

Management Services

- Management Services Director
- Office Associate
- Financial Program Supervisor (1)
 - Financial Specialist 2 (3)
 - Inventory Control Coordinator (1)
- Building and Grounds Superintendent (1)
 - Electronics Technician Security – Senior (1)
 - Facility Repair Worker – Advanced (3)
 - Facilities Maintenance Specialist Advanced (2)
 - Power Plant Operator – Senior (5)
- Food Service Administrator (1)
 - Food Service Leader 2 (3)
 - Food Service Leader 3 (1)

Program Services

- Program Supervisor (1)
 - AODA Social Worker (1)
 - Chaplain (.5)
 - Recreation Leaders (3)
- Offender Registrar (1)
- Offender Records Assistant 2 (1)

Education

- Education Director (1) (shared with WSPF)
 - 1 Librarian
 - 14 teachers (includes new Bricklaying/Masonry Instruction position)
 - 1 Office Administration Assistant (1)
 - Bricklaying/Masonry Instructor (previously through grant) – this position was a unique cooperative effort between SWTC and PDCI. The instructor was employed by SWTC but housed at PDCI. This position converted to a DAI teaching position this year. This change enables the program to be utilized during the summer months and without age restriction imposed by previous grant options.

PROGRAM REVIEW COMMITTEE

- Offender Classification Specialists (1) - Non-PDCI employee
- Program Assistant (1) – Non-PDCI employee

HEALTH SERVICES UNIT (HSU)

- Health Services Supervisor (1)
- Medical Program Assistant Associate (1)
- Registered Nurses (3.5)
- Medical Doctor (.40) – Non-PDCI employee
- Dentist (.25) – Non-PDCI employee
- Dental Assistant (.50)
- Psychiatrist (.10) – Non-PDCI employee

Psychological Services Unit

- Psychologist Supervisor - Shared with WSPF
- Psychologist – Licensed (1)

HOUSING UNITS

- Unit Managers (2)
 - Social Workers (3.5)

Americans with Disabilities Act Coordinators

In the effort to ensure compliance with the American with Disabilities Act (ADA) for inmates, PDCI under the direction of the DOC has named two PDCI staff members as the ADA Coordinators:

Mary Wayne, Management Services Director
Lisa Pettera, Program Supervisor