

Department of Corrections
Division of Adult Institutions



2007
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RACINE CORRECTIONAL INSTITUTION
FY 06/07

DEPARTMENT OF CORRECTIONS
RACINE CORRECTIONAL INSTITUTION
 STURTEVANT TRANSITIONAL FACILITY

ANNUAL REPORT FOR FISCAL YEAR 2006/2007

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A Message from the Warden

The Racine Correctional Institution as well as the Sturtevant Transitional Facility has seen many accomplishments within the last year. We continue to maintain a safe and secure institution while providing meaningful education and treatment programs to inmates. We have significantly increased our AODA program as well as increased enrollment into our education programs. Over the last year, RCI has developed many re-entry initiatives that assist the Department's reintegration efforts. Staff training continues to be a high priority to ensure staff has the tools and skills necessary to accomplish their jobs. There have been many challenges throughout the year and staff continues to exceed expectations. I would like to highlight a few of the accomplishments outlined in the Annual Report.

➤ Security

A \$900,000 security upgrade has been developed and scheduled for implementation in the fall of '07. Included with the upgrade will be 30 new security cameras to increase monitoring capabilities. RCI is scheduled to install a perimeter stun fence in '08 and planning has been completed. RCI's ERU team conducted several training sessions, including a joint training session with other institutions at Fort McCoy. Many ERU members attended training in West Virginia and were given high marks for their performance.

➤ Victims' Rights/Fundraisers

RCI continues to be a Department leader regarding community support. Staff and inmates participated in fundraising efforts for National Crime Victims' Rights week. Staff developed innovative fundraising events for inmates to participate in, as well as the creation of a RCI cookbook for which over 500 recipes were submitted by institution staff. The cookbook was sold to RCI staff as well as Department of Corrections staff. Proceeds went to the Women's Resource Center. The institution garden has significantly increased production, to where we anticipate donating over 90,000 lbs. to area food pantries this season.

➤ Facility Upgrades

A new food service building has been approved, with construction to begin in '08. The STF garage has been completed, as well as our warehouse expansion.

As we begin a new year, many challenges lay ahead. While maintaining a safe and secure institution, the Department has emphasized reentry initiatives as well as increased programming to support the inmates' successful reintegration into the community. The mental health population continues to increase and we will need to develop management strategies. Fiscal responsibility and awareness to Executive Directive 16A also remain high priorities. I am confident staff is up to the challenge and will overcome any obstacles that might prevent success.

Robert Humphrey

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:** 340 FTE
- **All Other Staff:** 163 FTE
- **Number of Acres:** 150
- **Inmate to Staff Ratio:** 4.02 inmates for every staff member
- **Operating Budget:** \$38,469,254.81

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.

The Year At a Glance

- Monthly “Poetry Slam” events were held in the gymnasium. In addition to inmates reciting their own poetry, guest poets performed for the inmates. These events are frequently fundraisers, with money raised donated to local organizations.
- Belle Venture School graduations were held in the spring and fall, with certificates presented to inmates for HSED, GED, Culinary Arts and Business Application completion.
- RCI Crisis Negotiation Team (CNT), along with ERU, participated in an eight-hour joint training with RYOCF, MSDF, GBCI, DCI and JCI.
- Nearly 60 staff participated in a “Fall Feast” held in the library. Staff gathered to enjoy a meal of turkey with all the trimmings.
- RCI ERU members participated in a joint ERU training session at Fort McCoy.
- RCI’s garden broke its own record by producing and donating over 17 tons of produce to the Racine County Food Bank.
- The Librarian, Library Teacher Assistant and a Recreation Leader participated in the Annual Racine Literacy Council Adult Spelling Bee. Proceeds from this annual event benefit the Racine Literacy Council Adult Tutoring Programs in Racine County.
- New Hope Project Return provided two separate presentations for STF/DAI inmates. This program is testing strategies for employment post incarceration and will be assisting transition into jobs within the Milwaukee community.
- Black History Month activities included a presentation on Ghana. The inmate choir sang a history of gospel music.
- The Employment Readiness Charter Meeting was hosted by RCI.
- Staff participated in Blood Drives.
- The Community Connections Fair was held. Agencies provided inmates with information on employment and resources available to them and their families, both while incarcerated and upon their release.
- National Crime Victims’ Rights Week activities included:
 - Cookbook fundraiser. A cookbook was created using over 500 recipes submitted by RCI staff. A page in the front of the book was dedicated to “Victims’ Rights: Every Victim.

Every Time.” Books were sold for \$10 each to raise money for the Racine Women’s Resource Center. In April, a “Cookbook Kick-Off” Pot Luck was held for staff, with food made using recipes that were submitted for the cookbook.

- A “Pledge Wall” fundraiser was held in Education. Inmates could purchase a “promise brick” for 50 cents, supporting the Victims’ Rights initiative.
- There were several Victim Awareness programs for the inmates. Those involved included representatives from:

The “Within My Reach” program and Christian Fellowship Church
Career Youth Development and a P&P Panel
Lion of Judah Church and Division of Juvenile Corrections
Children of Incarcerated Parents (No More Victims Group)

- Informational bookmarks were included with paychecks. Victims’ Rights ribbons were made available for staff to wear. A Victims’ Rights bulletin board was created in the Education hallway and posters were displayed on the units
- A “RCI Idol” fundraiser was held for inmates wishing to share their talents.

■ Ten ERU members, along with four squad leaders, attended the annual Mock Prison Riot training in Moundsville, West Virginia.

■ Staff celebrated National Correctional Employee Week. Weeklong activities sponsored by EAP and Administrative Staff included:

- Years of Service recognition ceremony, with certificates presented to staff reaching five years of service milestones. Guest speaker was E-Michael McCann.
- RCI Administration served food at an employee breakfast for all staff.
- RCI Administration, along with other staff, cooked and served a “cook-out” picnic-style meal to employees.
- The Wardens hosted an ice cream social for all staff.



Staff Enjoy the Ice Cream Social

- In May, RCI’s third Shakespeare project was completed. Twenty-one inmates were involved in the three performances of “The Tempest.” Two performances were for inmate and staff audiences, and the third for inmate actors’ families and invited DOC and UW-Parkside guests.
- A Volunteer Appreciation Banquet was held in honor of the institution’s many volunteers. Volunteers that were present received certificates acknowledging their work through the year. Music and song were provided by the RCI Inmate Choir and the Christian Faith Fellowship Church. Speakers included volunteers as well as an inmate (recipient’s words).

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

- **LISA AVILA**
SUPERINTENDENT, STURTEVANT TRANSITIONAL FACILITY

- **GARY BUBLITZ**
COMMUNITY REPRESENTATIVE

- **MARILYNN 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

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. The MATC College of the Air program (funded through the Incarcerated Youth Offender Program) offered post-secondary opportunities to those students who qualified. College Algebra and Written Communications are also classes that are offered for credit through Gateway Technical College.

Two shifts of classes offer enrollment opportunities to inmates who may also work part-time. Enrollment averages 400 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 Community Connections Fair, held in spring of 2007, welcomed community-based reintegration partners as well as private industry to make the employment connection with RCI inmates.

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

The Employment Resource Center is an integral component of the RCI Reintegration Unit by providing employment readiness services, including the ability to search the JobNet for available job placement. *Beyond the Wire* is a newsletter that is published monthly and provides valuable employment information and statistics to inmates who are preparing for release.

The Shakespeare project returned for the third 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 *The Tempest*. 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 reaching a total audience of over 300 people.

To Celebrate National Crime Victim's Rights Week, Belle Venture School participated in a RCI/STF staff fundraiser, hosted an inmate fundraiser, displayed posters and artwork in the hallways and hosted a variety of programs. The pledge wall fundraiser raised \$250 for the Racine Women's Center. The programs offered gave inmates various perspectives from survivor groups, Probation and Parole agents, as well as children of inmates from Texas. These powerful presentations reminded inmates and staff that we must pledge to serve "every victim, every time".

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.

Poetry Slams are hosted by library staff each month for inmates to perform and compete with original poetry. This monthly activity is usually hosted by Milwaukee poet Dasha Kelly and an ever changing group of talented poets. Often this venue is partnered with a fundraising event for organizations such as Racine Literacy Council and the Ronald McDonald Foundation.

The Restaurant Cook Apprenticeship program continues to be offered to those who successfully complete the Gateway Technical College Culinary Arts program. Inmates sign contracts with the Bureau of Apprenticeship Standards, and often continue in the program when they move to Minimum Security facilities as well as employment after release.

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 Inmates Attend
Community Connections Fair

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 FY07, thirty-four inmates earned their GED/HSED, and eighteen inmates completed Vocational programs.

The Community Connections Fair was held. Agencies provided inmates with information on employment and resources available to them and their families, both while incarcerated and upon their

release. This year's theme was "Successful Reintegration through Valuable Partnerships." Nearly 500 inmates attended the event. During lunch, the Department of Workforce Development provided a free workshop to inform employers about the Work Opportunity Tax Credit and Fidelity Bonding.

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 FY07, thirty-four 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.

- 24 students completed the Health Class
- 28 students completed the Civics curriculum
- 47 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 completed writing the curriculum, and implemented the program. We currently have four students enrolled in the program.

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 programs including Rosetta Stone, Access 21st Century and GED 21st Century. 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 continues to provide education opportunities for inmates at STF. Inmates have the opportunity to continue work on their GED classes, take the practice test as well as the official GED test.

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.

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). Thirteen 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.

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 mini-workshops are being developed locally utilizing the "Man I Need a Job" and "99 Days and a Get Up" series. Since its re-opening, the ERC has helped several hundred individuals prepare for release, in addition to providing assistance with portfolio completion. New this year is the *Beyond the Wire* newsletter which is published monthly and provides valuable employment information and statistics to inmates who are preparing for release

- Father Read started its second year and continues to be very popular, with 35 inmates participating in FY07. Each group of approximately sixteen participants lasts ten to twelve 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

Because Financial Literacy is a key component of reintegration, this course is a very popular one. Topics studied include banking terminology, budgeting, federal consumer protection laws, savings & checking accounts, loans & credit cards, protecting yourself from shady business practices & identity theft, investing and general consumer information.

- 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. In FY07, a total of 93 inmates participated in parenting classes.

- ROAR (Reach out and Read) is a book-sharing program through the visiting room reading collection that continues to be supported by Education and Library staff.



LIBRARY SERVICES

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.

2007 Statistics

Circulation	74,766
Library Visits.....	61,363
Law Library Visits.....	6,166

Materials

A total of 3,463 materials were added to the library collection in FY07. 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 214 hours of the librarian's time plus 104 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 for inclusion in 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. Additional shelving was added to open wall areas to accommodate the expanding collection, and shelves were reconfigured for better security visibility.

The segregation library and Sturtevant Transitional Facility libraries have been updated with both donated and purchased paperbacks.

Donated Materials

Two used paperback stores as well as public libraries 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 state-wide conversion to closed network access of the law database LexisNexis has been completed, providing inmate access to a rich, user-friendly database of law materials, eliminating the need for many print subscriptions. The few materials not available through the law resources are made available via inter-library loan. Computerized access of the closed network will be available in the satellite libraries within the next few months.

OTHER SERVICES

Card-making Events

The library once again sponsored a successful card-making event, using paper, envelopes and supplies donated by an outside source. Almost 300 inmates attended the event that was held in the gymnasium.

Catalogs and Financial Aid Forms

We continue 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 2,730 items requested by RCI patrons from Wisconsin libraries. Due to staffing shortages, inmates were limited to one request per week for six 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.

Poetry Performances and Workshops

The library continues to sponsor poetry workshops and "slams", spoken word competitions. The workshops are limited to twenty-five participants and the performances average attendance of 125 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 presentations and also with provision of traveling poets at each of the events. Almost \$1,000 has been donated to local charities as a result of the fund-raising performances.

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	5,849	265
Nurse Practitioner	109	738
X-Rays	191	<i># Not Available</i>
Dental	3,255	<i># Not Available</i>
Psychiatrist	2,112	<i># Not Available</i>
Optometrist	573	<i># Not Available</i>
Off-Site Visits (Not UW-Hosp)	140	<i># Not Available</i>
Off-Site Visits – UW-Hosp	849	<i># Not Available</i>
RN Sick Call/Appointments	22,821	3,980
Total	35,899	4,983

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 2006 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 FY07 included Crisis Negotiations, Domestic Violence, Gang Awareness Training, Supervisors' Conference and Mock Prison Riot Training.

CRITICAL INCIDENT STRESS DEBRIEFING

The purpose and goal of this 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 (CISD) 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.

Twenty-four 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.

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.

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 FY07 the Health and Safety Committee hosted two blood drives and provided a variety of training to institution staff on Health and Safety topics.

LABOR RELATIONS

Wisconsin State Employees Union (WSEU) Council 24 represents 396 staff members. The bargaining units and number of positions in each are listed below.

Professional Social Services (PSS) Local 2748	35 positions
Security and Public Safety (SPS) Local 3777	302 positions
Administrative Support (AS) Local 3777	28 positions
Blue Collar (BC) Local 3777	27 positions
Technical (T) Local 3777	4 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

RCI has a total of 503 positions (including vacancies).

INMATE COMPLAINT REVIEW SYSTEM ~~~~~

The Wisconsin Department of Corrections affords inmates a process to have grievances expeditiously addressed in the correctional setting. RCI/STF staff work proactively with inmates to utilize informal, effective methods of resolution, for an amenable outcome and overall positive institution climate.

Directing inmates to follow chain-of-command in large part fosters this process. As a result, the numbers below reflect a continued, significant decline in complaints.

Since Fiscal Year 2002, RCI's complaints have decreased by 1,762 or an average of 440 annually. STF's numbers are reduced from 73 in Fiscal year 2004 to 47 this Fiscal Year.

Inmate Complaint Tracking System

Subject	RCI		STF	
	Number of Complaints	Percentage	Number of Complaints	Percentage
Bureau of Correctional Enterprises	0	0.0	0	0.0
Classification	12	2.5	0	0.0
Correspondence & Publications	50	10.6	4	5.5
Discipline	50	10.6	0	0.0
Discrimination	0	0.0	0	0.0
Food	5	0.1	0	0.0
HIPAA	3	0.6	0	0.0
Inmate Accounts	21	4.4	2	8.2
Inmate Complaint Review System	2	0.4	0	0.0
Inmate Sexual Misconduct	0	0.0	0	0.0
Medical	62	13.1	3	1.4
Other	65	13.8	15	20.5
Parole	1	0.4	0	0.0
Personal Physical Conditions	9	1.9	3	17.8
Personal Property	127	26.9	11	20.5
Religion	2	0.4	0	0.0
Rules	1	0.2	2	1.4
Staff	35	7.4	5	6.8
Staff Sexual Misconduct	0	0.0	0	0.0
Visiting	10	2.1	0	0.0
Work and School Programs	17	3.6	2	5.5

Complaint Dispositions	RCI		STF	
	Number of Complaints	Percentage	Number of Complaints	Percentage
Affirmed	37	8.0	3	5.0
Dismissed	241	49.0	26	43.0
Informally Resolved	0	0.0	0	0.0
Rejected	212	43.0	31	52.0
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 third full year of operation for Sturtevant Transitional Facility (STF), Probation and Parole Hold and Workhouse presented unique challenges.

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.

STF

- Completed the garage project and began utilization
- Upgraded Main Control Monitors
- Upgraded DVR's and linked the system to RCI
- Installed Remote Camera monitoring station in the Captains office
- Started replacement of defective wooden doors on Workhouse (ongoing)

RCI

- Installed ICS Command Center
- Installed computer law library in Waukesha Unit
- Installed additional Panic Alarms in Education
- Moved the RCI Chapel
- Moved 4 Social Workers to J-Building & remodeled their office space
- Remodeled 2 classrooms at Dane Unit to 2 each 5 cubicle offices
- Upgraded DVR's
- Converted Tower Security System links to fiber optic
- Installed T-1 phone lines
- Repaired 2 major heating supply lines

➤ 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 and Stores (Warehouse) operations.

The Business Office staff, under the direction of the Financial Program Supervisor, is comprised of a Lead Financial Specialist 4, a Financial Specialist 3, Financial Specialist 2's, a Lead Inventory Control Coordinator, two Inventory Control Coordinators, and numerous Correctional Officer staff providing support and security.

The elimination of the Purchasing Agent position continues to bring new challenges to the Business Office as staff try to absorb the additional workload.

The Business Office processed over 8,300 checks requested by inmates, over 1,800 purchase requests for institutional purchases and paid 2,000 invoices during the fiscal year.

RCI/STF collected the following obligations for FY07:

- Child Support - \$65,025.71
- Court Ordered Costs and Fines - \$39,206.00
- Victim Witness Surcharge / DNA - \$73,484.88
- Institution Restitution - \$3,749.82

STF Work Release collections for FY07:

- Room - \$147,271.60
- Board - \$28,070.70
- Transportation - \$79,639.00

➔ **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 cold storage space is always a problem both inside and outside the warehouse. The Building Commission approved a new Food Service Building.

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 2,104,439 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) third 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 1,880 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:

- Replaced many network and local printers
- Refined the use of Multi-Function Devices
- Added twenty new workstations
- Upgraded many monitors to LCD's

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, 2007.

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, ships out all outgoing items by UPS and distributes merchandise to the appropriate areas of the institution. Warehouse staff manages all stock items and fills supply orders for all departments.

Storekeepers were re-classified as Inventory Control Coordinators this year. Due to a vacancy we were able to convert a position to Inventory Control Coordinator-Advanced. Reorganization of duties and responsibilities became necessary with the conversion of the position to a lead worker.

Space limitations were an issue prior to the completion of a 4,200 square foot warehouse expansion project in January 2007. The addition helped alleviate the overcrowding in the isles and the unsafe working conditions.

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 839 inmate orders per week with sales for FY07 totaling over \$1,038,000.00.

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 inmates' coats with their name and DOC number.

PROGRAMS ~~~~~

ALCOHOL AND OTHER DRUG ABUSE (AODA) RESIDENTIAL TREATMENT 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 are addressed in the AODA Residential Treatment Program:

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

The AODA Residential Treatment 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 to establish a foundation to enable him to advance socially, emotionally, and academically without involvement of alcohol and/or drugs.

The AODA Residential Program utilizes New Freedom curriculum and materials. We continue to provide a program that centers on literacy and comprehension, in addition to the other components of the program. Those participants are encouraged to attend educational classes if they have already obtained a high school diploma. If they have not obtained their diploma or HSED/GED, they must participate in educational classes in addition to the other components of the AODA program to work towards obtaining their HSED.

Program Enrollment:

At the end of FY06, our staffing pattern increased from four Social Workers providing group work, to ten Social Workers providing substance abuse treatment. All Social Workers are certified Substance Abuse Counselors. Each group has 12 participants in a close-ended group, thus having the availability to serve 120 participants in the program at one time.

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 during this past year.

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 - probably not the way they learned to deal with them in the past.
- 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.
- Cage Your Rage is facilitated by Psychological Services and is specifically designed to provide programming for those housed in Segregation.

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 per group. This program was offered during the 2006-2007 year.

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 their present ways of thinking. Also, they learn to utilize techniques of controlling and changing these habits of thinking.

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 for the 2006-2007 fiscal year. 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 functions 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 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 groups' 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 program meets the treatment needs of SO-2 inmates.

■ SPANISH

A 9-month program for Spanish speaking sex offenders. The program meets the needs of SO-2 inmates.

■ 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.

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, 59 inmates actively participated in Phase One. Twenty-one were terminated due to disciplinary and performance reasons, 27 successfully completed Phase One, and 11 are scheduled to complete in August of 2007.

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 Services 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

Services 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.

RECORDS OFFICE ~~~~~

The Records Office coordinates releases and parole interviews for inmates housed at RCI and STF. This 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 and responding to Open Record requests. In addition, inmate Visiting Lists are maintained in the Records Office. Professional visits with attorneys and LAIP students are arranged through this office.

RELEASES		RCI	STF	TOTAL
	July 2006	64	14	78
	August 2006	87	19	106
	September 2006	68	22	90
	October 2006	68	16	84
	November 2006	72	16	88
	December 2006	50	29	79
	January 2007	62	32	94
	February 2007	73	36	109
	March 2007	61	21	82
	April 2007	68	38	106
	May 2007	86	11	97
	June 2007	77	10	87
GRAND TOTAL	836	264	1100	

The number of DAI inmate releases increased again this year. Our total rose from 943 in FY06 to 1100 in FY07. On average, 91 inmates are released from RCI/STF each month. The above numbers also include inmates temporarily placed at RCI for facilitating their releases to BICE (Bureau of Immigration and Customs Enforcement) detainers.

The Records Office continues to see a decrease in the number of parole interviews held at RCI and STF. The average number of parole interviews per month fell from 55 in FY06 to 44 in FY07.

PAROLE INTERVIEWS		RCI	STF	TOTAL
	July 2006	40	2	42
	August 2006	54	1	55
	September 2006	45	5	50
	October 2006	27	2	29
	November 2006	36	5	41
	December 2006	44	4	48
	January 2007	36	7	43
	February 2007	35	3	38
	March 2007	42	3	45
	April 2007	43	1	44
	May 2007	53	0	53
	June 2007	44	5	49
GRAND TOTAL	499	38	537	

The Records Office employs eight full time staff. They are the Offender Records Supervisor, two Offender Records Assistant 3's, four Offender Records Assistant 2's and one Office Operations Associate.

REINTEGRATION EFFORTS ~~~~~

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

RCI returned 836 inmates to the community during 2006. The Community Reintegration initiative provided services to approximately 500 individuals during 2006. The Reentry services were provided during the last 2 months of their incarceration. The services covered the following areas:

- Birth Certificates
- Community Resources
- Community Supervision
- Duplicate SS Cards
- Employment Services
- Financial Management
- Health Care
- MA Benefits
- Other Living Skills
- Parenting / Childcare
- Relapse Prevention
- Social Security Benefits
- Transportation/Driver's License
- Victim Impact / Restorative Justice

The Unit Social Worker works closely with Probation and Parole Agents to develop a comprehensive release plan for each inmate. In addition, RCI has established working relationships with Federal, State, and Local Agencies, as well as private individuals, Faith-Based groups and for profit enterprises to assist with the Community Reintegration initiative. Inmates who are scheduled to return to their communities within ninety days participate in different workshops and learn about the different services provided by these entities and how to access them in the Community.

Inmates also have the opportunity to develop employment portfolios, through the Employment Resource Center, designed to enhance their employment opportunities upon release.

RECREATION ~~~~~

The Recreation Department continues its efforts to bring inmates worthwhile leisure time activities. In doing so, new and additional activities were added to the growing list of events the inmates are offered.

DONATIONS TO CHARITIES . . .

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



- | | |
|--|-------------------------------|
| Catholic Charities \$ 295.75 | DCI Hospice \$201.00 |
| Girl Scouts (Cookie Sales) \$924.00 | |
| Racine Literacy Council 335.93 | Toys for Tots \$892.16 |
| Women's Resource Center \$1,100.00 | |

Inmates also donated fifteen 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:

- Holiday Bingo
- Gospel Concert
- RCI Inmate Talent Contests
- RCI Idol Singing Competition
- Brother Bob's Outreach vs. Inmate Basketball Games
- Staff vs. Inmate Basketball Games
- Jay Bee Auto vs. RCI Basketball All-Stars
- Inmate Groups Performing in Musical Concerts

FITNESS PROGRAMS . . .

Cardio-Fitness Exercise Program

This fitness program meets six times each week and provides inmates the opportunity to gain better overall health through vigorous physical exercise. The participants in the program are monitored weekly for active participation and weight loss by the use of body fat calculations. 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.

Fleet Feet for Fitness



This run/walk program is operated like a membership club. The rules of participation require specific behavior from the inmates who join. Violation of any rules of participation results in memberships being revoked plus any security-related sanctions applicable. Members are permitted access to the recreation yard's running track during any hour that the track is open.

Members are required to run/walk a specific minimum distance each week and record that information on "mileage sheets" that are turned into the Recreation Department staff weekly. Currently, membership is limited to a six month period. After that, a waiting list is used to name new members...and the cycle continues.

HOLIDAY EVENTS . . .

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

- ☆ **Bingo**
- ☆ **Chess**
- ☆ **Kickball**
- ☆ **Dominos**
- ☆ **Dodge Ball**
- ☆ **Horseshoes**
- ☆ **3 on 3 Basketball**
- ☆ **5 on 5 Basketball**

*Special
Events
and
Activities*

- ☆ **Scrabble**
- ☆ **Musical Concerts**
- ☆ **Musical Talent Competitions**
- ☆ **Punt, Pass & Kick Competitions**
- ☆ **Track & Field Events**
- ☆ **Iron-Man Competition**

SOCCER FIELD . . .

Due to an ever-increasing number of inmates participating in soccer, the soccer field required more reconditioning and repair. An additional thirty cubic yards of black dirt and sod was added to the worn-down, uneven field. Afterward, any remaining bare spots were 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 | ■ Soccer |
| ■ Basketball (35 Yrs and Older) | ■ Handball |
| ■ Volleyball (Indoor and Outdoor) | ■ Softball (12 and 16 inch) |

RESTORATIVE JUSTICE ~~~~~



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 23-27, 2007

Staff and inmates put great effort into preparing and carrying out activities in recognition of National Crime Victims' Rights Week, as listed below.

- **Banners** announcing Victims Rights Week were displayed at both RCI and STF, in areas accessed by visitors, staff and inmates.
 - **Victims Rights Ribbons** were made available for staff to wear.
 - **An Informational E-mail was** sent out institution-wide.
 - **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.
 - **The 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.
 - **A Bulletin Board** was created in the Education hallway.
 - **Posters Were Created & Displayed**
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.
 - **Victims Awareness Program**
A local survivors group from Career Youth Development presented a program to the inmates.
 - **Victims Awareness Program**
Representatives from "Within My Reach" and the Christian Faith Fellowship Church held a program in the Chapel for the inmates.
 - **Victim Awareness Program**
Representatives from Lion of Judah Church and Division of Juvenile Corrections presented a program in the Chapel for the inmates.
 - **Victim Awareness Program**
"No More Victims" group (children of incarcerated parents from Texas) gave a presentation, open to all inmates.
 - **Cookbook Fundraiser**
RCI staff members submitted over 500 recipes to create a staff cookbook, which was sold to RCI staff, as well as other DOC staff.
 - **RCI Idol Fundraiser**
Inmates shared their musical talents and were judged by audience applause.
- All proceeds benefited the
Racine Women's Resource Center**

The staff and inmates 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.

RCI GARDEN PROJECT

The RCI Garden broke its own record! The Garden project surpassed all previous records by producing in excess of 35,000 pounds of vegetables in 2006, nearly 8,000 pounds more than previously recorded.

The approximately 4,100 square foot garden produced some 35,713 pounds of assorted vegetables for donation to the Racine County Food Bank. The hard work and determination of the 6-man inmate garden crew yielded over 17 tons of produce that made it possible for food pantries, shelters and meal sites in Racine County to serve those less fortunate in the community. Nearly half of those served through Racine County Food Bank's food pantry network are children.

The RCI Garden Project has been in operation for at least ten years and has been counted on by area food programs to meet the need for fresh produce.



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 ICS training and revising of Emergency Post Orders to fit into the ICS (Incident Command System).

■ **ICS Training**

NICS and ICS 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, 300, 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**
 Fourteen members of Racine Correctional Institution's Emergency Response Unit (ERU) actively participated in the 2007 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.



ERU Training

- ERU Squad Leader Training**
 RCI squad Leaders participated with those from MSDF & RYOCF. This training was designed to build the confidence of the ERU squad leaders and give them the ability to observe and gain enhanced leadership traits.
- Pandemic Drill**
 A drill table top exercise was conducted. The exercise was intended to provide the participants with a general understanding of the possible sequence of events in an influenza pandemic and to coordinate security and issuance of medication for a mass clinic at Racine Correctional Institution. This also educated Correctional Staff on pandemic influenza and their role in mass clinic operations.
- Suicide Drills**
 Conducted scenario drills with on-shift staff members.
- Restraint Training**
 Conducted on-shift training utilizing the restraint chair, escort restraints, strap down drills.
- Emergency Count Drills**
 Conducted monthly on all shifts. This develops staff's awareness of the emergency count procedure.

CONDUCT REPORT STATISTICS

	MAJORS	MINORS	TOTAL
MONTHLY AVERAGE	185	98	284
FISCAL YEAR TOTAL	2,224	1,180	3,404

MOVEMENT STATISTICS

TLU/ATR IN	114	OWO	1,023
TLU/ATR OUT	199	OCO	588
GENERAL POPULATION-IN	1,352	RACINE COUNTY JAIL/DCI HOLDS-IN	378
GENERAL POPULATION-OUT	1,447	RACINE COUNTY JAIL/DCI HOLDS-OUT	378

SEGREGATION STATISTICS

SEGREGATION POPULATION	DAILY AVERAGE
Waukesha/West	38
Waukesha/East	65
Total Segregation	103

TRANSPORTATION STATISTICS

TRIPS	WEEKLY AVERAGE	YEARLY TOTAL
Medical	14	726
Other	3	146
Total	17	872
MILES DRIVEN		
Medical	2080.54	108,188
Other	259.60	13,499
Total	2340.14	121,687
INMATES TRANSPORTED		
Medical	20	1,031
Other	5	275
Total	25	1,306
REGULAR & OVERTIME HOURS		
Medical	180.65	9,394
Other	14.61	760
Total	195.26	10,154

TRAINING PROVIDED TO RCI/STF STAFF

NUMBER OF STAFF TRAINED

EMERGENCY PREPAREDNESS TRAINING

5 Minute Fighter (WV-Mock Riot)	6
Air Taser User M26 & X26 Advanced	21
Armed Escort (2 day)	8
Basic Disturbance Preparedness	127
Combined Tactical Systems/Incap. Update-Special Impact/Munitions	3
CPR/AED – American Red Cross (1 yr cert)	168
Crisis Negotiation Training (monthly & joint w/ERU/RYOFC/MSDF)	48
Drug Identification/Racine Cty. Sheriff (3 rd shift)	9
Dry Fire	13
ERU Handgun Initial & Requalification	28
ERU Training-STF Intake	8
ERU Update-Dining Hall (WV-Mock Riot)	12
ERU Update-J Block (WV-Mock Riot)	12
ERU-Flex Cuffs & Cuffs	18
ERU-Joint ERU Fort McCoy	12
ERU-Joint (RCI, DCI, GBCI, MSDF, RYOFC)	110
ERU-Marching & Baton	18
ERU-Room Clearing/Marching Formations	25
Field Training Officer Program (FTO)	16
Folks STG (Gang)	1
Gang Awareness	16
Incapacitating Agent Re-qualification	303
Incident Response to Terrorist Bomb Detection/Suicide Bombers	2
Introduction to Firearms	13
Introduction to Gangs	3
Night Vision Technology (WV-Mock Riot)	7
OC Instructor (WV Mock Riot)	6
OC Supervisor Carry	11
Pepperball User Certification (WV Mock Riot)	4
POSC/Baton	15
POSC Professional Communication Skills/Crisis Intervention	16
Suicide Prevention	321
Trafficking Humans-presented by U.S. DOJ	2
Use of Force	13
Weapons/Incapacitating Agents Instructor Update	1
Weapons Initial Handgun	15
Weapons Initial Rifle & Shotgun	28
Weapons Re-qualification Handgun	47

Weapons Re-qualification Rifle & Shotgun	299
WI Emergency Management ICS-100	201
WI Emergency Management ICS-200	95
WI Emergency Management ICS-300	16
WI Emergency Management IS-700	25
WI Emergency Management IS-800	19

ON-SHIFT TRAINING

Air Handling Systems	14
Cell Entry	1
Cell Search (2 nd shift)	10
Communication – Staff & Inmates	16
Containment Drill	87
Contraband Control – Lockup USA	22
Correctional Officer: Assault on Officers-Attitudes, Mistakes	4
Emergency Count Drill (1 st , 3 rd shift)	**
ERU Update - Emergency Preparedness w/Empty Hand Control Technique	9
Escort & Restraints Training	10
Escort Procedures	9
Fire Drills Conducted	**
First Responder Philosophy-Medical	26
Emergency (Suicide)-STF	
Handcuff Training-STF	12
Hazardous Material Table Top	72
Housing Unit Fire Evacuation Drills	**
ICS Table Top Flu Scenario	36
Natural Disaster & First Responder Philosophy Table Top	10
Pat Searches	17
Proper Use of the Emergency Radio Band	37
Restraints (chair/escort, psychiatric, transportation, 5 point/strap down, ripp)	88
Severe Weather Emergency Table Top	114
Exercise RCI/STF	
Suicide Response Drill	7
Table Top Hazardous Material-STF	45
Table Top Drill (fight on unit/supv fell out)	22
Team 1 & 2 Responders Drill	25
TEST-State Activated Tornado Watch/SE WI	**
Warning-RCI/STF All Staff	

OTHER TRAINING

Advocate Training	15
CPAP Training (HSU Staff)	10
CPR Instructor Update (2 yr cert)	4
WI Deferred Comp Program-Info & Presentation	**
Domestic Violence Treatment Program (2 day)	13
Exploring the Native American Sweat Lodge Tradition	15
Infection Control & You	347
IT Tips & Hints	6

Microsoft Word 2003-Advanced	5
Professionalism in the Workplace	36
Van Driver Certification	1
WICS Modules (Education, Office, Program, Release/Detainer/Parole Action, Social Service)	44
XP & Outlook	53

**NUMBERS NOT AVAILABLE



VISITING

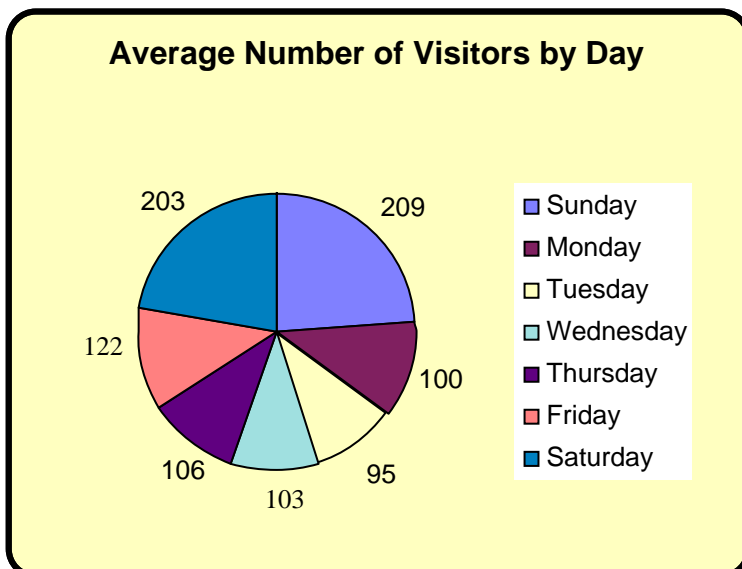
The Visiting Room is committed to providing a family atmosphere in which inmates may visit family and friends. Interaction between the inmates and their children is strongly encouraged. The ROAR (Reach Out and Read) Program enables inmates the opportunities to read to, and be read to, by their children. 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 2006 through June 2007), Racine Correctional processed:



- An Average of 135 Visitors per day
- An Average of 73 Visits per day
- Total Number of Visits: 25,642
- Total Number of Visitors: 47,503

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 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.

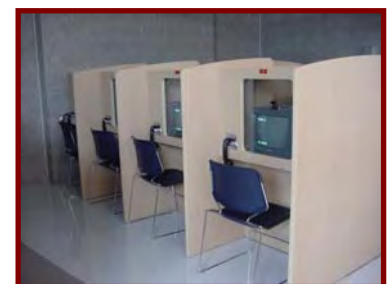
There are two security levels. One side is 152-bed minimum custody and the other side is 150-bed maximum custody. STF-Minimum opened in December of 2003 and STF-Maximum opened in May 2004.

Minimum Security: The minimum security portion of STF houses one-hundred (102) 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 had 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 tele-visiting machines. The machines automatically shut down after thirty minutes.



Televisit Machines

- 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 2007:
 - Work Release inmate wages totaled \$694,453.
 - Work Release inmate obligations (Child Support, Court Ordered Costs/Fines, Victim Witness Surcharge/DNA, and Restitution) totaled \$181,466.41.
 - Work Release inmates paid \$256,503 to the Department of Corrections in Room, Board & Transportation fees.

- 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 121 volunteers, with more than eighty 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 1,722 Religious volunteers spending time at RCI during this fiscal year, providing a total of 3,401 hours of service. Total attendance by inmates was 57,764.

A Volunteer Appreciation Night was held on Tuesday, June 26, 2007 from 6:00-8:30 p.m. in the gymnasium at RCI. Eighty volunteers and guests were in attendance for the program and dinner. The evening was hosted by the Deputy Warden, who welcomed the volunteers by expressing appreciation for their commitment and service to Racine Correctional Institution. The theme for the evening was "Successful Reintegration." Special emphasis was on the Department of Corrections partnering with volunteers in the community to assist inmates in developing new skills that would help them to be successful upon their release.



Deputy Warden Hompe
Greets Volunteers

As part of the program, one inmate speaker expressed his appreciation for the volunteers and how they were, in many ways, role models that had a positive influence upon their lives. In addition, a diverse group of volunteers shared some of their thoughts and experiences relative to their years of service at RCI.



Volunteer "Eva"
Shares Her Experiences

The volunteers, representing over thirty different organizations throughout the community, 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 as well as volunteers.