

State of Wisconsin
Department of Corrections
Prairie du Chien Correctional Institution

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2008 Annual Report
John Paquin, Warden

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MESSAGE FROM THE WARDEN

It is that time of year again. Time to reflect upon the changes and accomplishments Prairie du Chien Correctional Institution (PDCI) has achieved throughout the year. It was exciting to see the many new events, accomplishments and benefits to both the institution and community developed as a result of many unselfish people.

The following pages contain specific information on these accomplishments, but one worth special notation is the flooding that occurred in Spring 2008. PDCI was once again a leader in the response and prevention efforts to the surrounding areas. Many staff and inmates put in long hours to assist in any way possible in this Governor-declared emergency.

The Department of Corrections mission has always emphasized successful re-entry of inmates back into the community. As a guiding factor, PDCI has adopted "The Four Ps" to assist in fulfilling this mission and providing a basis for decision making and operational necessities. Protect the Community; Protect the Staff; Protect the Inmates and Provide an Avenue of Success. These will continue to be our guiding principles.

I am hopeful you have seen the growth and hard work that has been accomplished by the many staff at PDCI throughout this year. Staff at PDCI is a dedicated and exciting group of individuals whose efforts often go unnoticed or unrecognized. I truly appreciate the initiative, drive, guidance and creativeness you have given this year and look forward to the success in the upcoming year.

John D. Paquin
PDCI 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 a 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 passed Senate Bill 113, authorizing 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.

Prairie du Chein Correctional Institute became operational on July 3, 1997. As of July 1, 2003, PDCI transferred from the Division of Juvenile Offenders to the Division of Adult Institutions. Prairie du Chien Correctional continues to operate as a medium-security correctional facility 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

INSTITUTION PROFILE:

Date Institution Opened	July 3, 1997
Security Level	Medium
Operating Capacity	326
Current Population	510
Officer / Sergeant Staff	110
Non-officer / Sergeant Staff	81.5
Inmate to staff ratio	2.7 inmates / staff
Number of acres	55.5
Operating Budget	\$11,734,477.00
Amount collected from inmates for:	
restitution	\$9,242.88
child support	\$11,848.05
victim/witness	\$19,263.84
medical co-pay	\$1,038.12

PROGRAMS:

PROGRAM	# OF INMATES PARTICIPATED	# OF INMATES COMPLETED
Education		
High School Equivalency Diploma HSED	512	121
509 (Special Education Portfolio)	40	8
Home School District Diploma	3	3
Corrections Learning Network	515	497
Southwestern Wisconsin Technical College (SWTC) General Education Credits	642	607
SWTC Bricklaying Diploma	8	5
SWTC Certificate	26	15
Office Software Diploma	7	3
SWTC Certificate	37	18
OSHA Certified Forklift Training	144	135
Treatment		
Alcohol & Other Drug Abuse (AODA) Treatment Changeover to "New Freedom" Curriculum in January	74	64
Cognitive Intervention Program (CGIP) Phase I	59	49
Cognitive Intervention Program (CGIP) Phase II	57	41
Parenting	66	53
Victim Impact Program	51	33
Building Maintenance and Construction SWTC Certificate	8	4

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

PDCI Accomplishments for FY2008

- 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, Corrections Management Services Director, and Human Resource Director. The Education Director and Psychological Services Unit Supervisor positions will continue being shared at this time.
- No staff assaults
- HSED programming continues to be a key emphasis of the PDCI program. This past year 121 inmates completed their HSED at PDCI.
- 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.
- 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 by contracting with Workforce Connections.
- Inmates earned a total of 607 credits from Southwestern WI Technical College. This included vocational classes in the Office Software and Office Assistant Programs as well as the Bricklaying/Masonry and Building Maintenance and Construction/Custodial programs. Many inmates also attended general education classes voluntarily for enrichment and further skill development
- OSHA Certified Forklift training program expanded and 135 inmates successfully completed.
- PDCI hosted 3 Social Work Interns from Upper Iowa University and 1 Human Services Intern from Southwest WI Technical College
- Hosted institution tours for Criminal Justice students from Southwest WI Technical College and Northeast Iowa Community College; CHOICES inmate panel presentations to each group
- PRC continues to review inmates for placement for work release and program at other institutions. Approximately 300+ inmates were recommended for transfer.
- Psychological Services Unit further increased the range of psychological testing available at PDCI—to include neuropsychological assessment.
- Implemented Re-Entry curriculum into initial inmate orientation at PDCI.
- Reduced incidence of clinical observation on Segregation Unit.
- Established referral network with Wisconsin Resource Center for seriously mentally ill inmates.
- Further developed multidisciplinary team, by forming sub-committee on diversity issues in order to assure compliance with executive directives involving inmates with disabilities, and in order to address multicultural issues that affect security and programming in the institution.
- Made preliminary proposals for assignment of a psychology pre-doctoral intern to the southwestern institutions (WSPF/PDCI)
- 9,987 total health services to inmates (average of 832 inmate contacts per month).

- Participates with SWTC and Universities to provide a one day - six week opportunity for nursing students to shadow nursing staff.
- Food Service 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 FY2008, food purchases totaled \$532,142.87 with 442,832 meals served and \$1.08 cost per meal.
- The Food Service Department provided three institution-wide cookouts for all inmates and staff.
- The garden produced over 13,000 pounds of produce that was mostly processed by the PDCI kitchen. Some produce was sent to the local food bank and to WSPF.
- Window film added to all windows in Administration building to increase efficiency and to reduce the need of running air conditioning in this building.
- Changed over all door controls in South Housing to computer based touch screen technology.
- Stun fence project completed.
- Re-landscaped recreation field to help eliminate activity-related injuries.
- Started a lighting project to save energy and reduce costs. This project included new compact fluorescent bulbs to eliminate incandescent bulbs. Changed over fluorescent 4' tubes to the 5000K bulbs, this reduced the number of bulbs in each fixture by ½.
- Boiler house – re-tubed one of our 3 boilers to due to age and condition.
- Installed a 200 gallon fuel oil storage tank for maintenance related equipment.
- Segregation remodeling project has started and is currently under construction to add another 20 segregation beds. This will bring our total to 30 beds.
- Successful security supervision / coordination / implementation for strike teams for flood relief.

PDCI – Disaster Relief

The rain started on Saturday, August 18, 2007 and didn't appear to have any intention of ever stopping. PDCI Officers returning from a vigil for an inmate at a hospital in LaCrosse were trapped by flash flooding that washed away bridges on either side of them and they were forced to stay the night at a local farm in Vernon County. Houses slid down hillsides near LaCrosse, debris clogged a railroad overpass resulting in washed away trailers, roads and bridges near Bagley, and the Kickapoo River overflowed its banks, devastating the communities of Soldiers Grove and Gays Mills.

On Monday, August 20, PDCI went into Incident Command System (ICS) mode to ready strike teams to make available to the local communities for flood relief. Each strike team would consist of six inmate workers and one officer; the team would travel to assist local Emergency Management efforts. On Tuesday, the state activated its Emergency Operations Center to direct the assistance.

Over the course of the previous year, all PDCI staff had been trained in using the National Incident Management System (NIMS) and ICS in

order to be ready to work with outside agencies in the event of a disaster. This training was put to the test during this event and proved to be a very effective organizational tool for the institution in working with numerous outside agencies.

Over the course of the next eight days, up to six PDCI strike teams were deployed each day. They worked in Soldier's Grove and Gays Mills removing debris from parks and city streets and assisted in getting those communities back on their feet. Strike teams were also sent to Vernon County to remove debris from the area's many spillways and dams. A major concern was that already stressed earthen dams might give way with the additional strain placed on them by blockages. PDCI strike teams worked with a variety of other agencies including the National Guard, and were instrumental in avoiding further property damage.



Inmates (foreground and background) pull debris out of a spillway in Vernon County.



An inmate uses a chainsaw to free a picnic table from debris at a Vernon County park.

A table top exercise was held at PDCI in March 2008 to review what worked and what didn't during the flood relief effort in 2007; representatives from a variety of local agencies were included. The review and planning that took place that day were forwarded to other institutions

around the state, and were put to use when another round of even more severe flooding occurred in June 2008. Over 30 counties in Wisconsin were declared disaster areas and the DOC responded with crews from a number of different institutions. Record flooding again hit the small communities of Gays Mills and Soldiers Grove. Several of the same dams were also seriously affected.

On Sunday, June 8th, the first two PDCI strike teams were deployed to Gays Mills to assist with sandbagging. Over the next 25 days, PDCI deployed from two to twelve teams daily. After several days of sandbagging, efforts turned to recovery. Debris cleanup was a huge undertaking.

In all, a total of 119 strike teams served the communities of Avoca, Lone Rock, Gays Mills, Soldiers Grove, Steuben, Viola, Richland Center,



DOC trailer August '07



Filling sandbags at Lone Rock, June '08

great numbers, that there was never a shortage of names on the list for crews.

Every department contributed to both relief efforts. We are proud of the hard work and diligence put forth by all PDCI staff and inmates in providing aid to our local community during these two trying periods.

Viroqua and several Vernon County dams. 84 inmate volunteers were assigned to 14 teams, with 20 inmates designated as back-ups.

Several staff were personally affected by the flooding in Iowa, as well as Wisconsin. Initially, numerous roads were blocked and travel routes were questionable on a daily basis. But despite the difficult circumstances and the huge numbers of staff and inmates involved in the relief process, those staff and inmates who remained behind contributed significantly to the event by keeping the institution running normally. Both staff and inmates volunteered to assist in such



Clearing debris from Gays Mills' main street, for the second time - late June '08

**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 with regular quarterly meetings, which are held at both PDCI at the Prairie du Chien City Hall:

Mr. Norb Aschom	Mr. Harold Brown
Mr. Aaron Collins	Mr. Mike Cross
Mr. Phil Dagnon	Mr. Michael Day
Mr. Tom Farrell	Mr. Nate Gilberts
Mr. James Gitz	Ms. Becky Hackett
Ms. Kathleen Hein	Mr. David Hemmer
Mr. Dave Hernesman	Mr. Gary Howe
Mr. Drew Johnson	Sen. Dan Kapanke
Mr. Michael King	Mr. Jack Kluesner
Mr. Roger Martin	Sheriff Jerry Moran
Mr. Robert Moses	Ms. Donna Muller
Ms. Linda Munson	Rep. Lee Nerison
Mr. Maury Oehler	Ms. Gayle Patraw
Mr. Frank Pintz	Mr. Harry Remz
Mr. Jaaren Riebe	Mr. Joe Ruskey
Ms. Sara Ryan	Ms. Irene Schauf
Mr. Karl 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. The Choices panel presented to Criminal Justice students from Southwest Wisconsin Technical College (SWTC) and the University of Wisconsin-Platteville.

Inmate participants are interviewed and must complete several training sessions. 237 inmates have applied to participate in the program since its inception, 39 in the past year. 66 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.

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. In April, staff from New Horizons Women's Shelter and Carol Westerlund of Parents of Murdered Children presented to inmates in the Victim Impact Program.

Community Service

PDCI strives to be a "good neighbor" and encourages the inmates in our care to participate in Community Service opportunities whenever possible.

The Project Crew, six inmates supervised by a sergeant, work in the community of Prairie du Chien providing assistance to various volunteer organizations. The inmates worked many hours getting Fort Crawford Museum updated and received a certificate of recognition from the Prairie du Chien Historical Society for the work that they did. The Historical Society provided Warden Paquin with a history of Ft. Crawford for the Institution Library.

Every Wednesday the crew worked at St. Feriole Island Ballpark, a non-profit organization, repairing bleachers, painting the concession stand, and grounds keeping. The crew did multiply clean-ups on St. Feriole Island after repeated flooding, cleared a landing for a handicapped fishing dock, and repaired/ cleaned the picnic areas and the restroom facilities throughout the island. "Lucky Park" was an area that had been in disrepair for sometime. The work crew cleaned out old dead trees and bushes and planted trees and other greenery. The park now serves as a beautiful welcome to the island.

In 2007, PDCI began providing an "in-house" Community Service Program. Donations of fabric, yarn, and other materials are accepted from the community; drop boxes are located at several local churches and a crafts store for individuals to contribute, and businesses such as LandsEnd, Cabelas, and 3M have provided large quantities of fabric and stuffing.

Inmates turn the raw materials into blankets, teddy bears, hats / mittens, and other items (about 400 pieces thus far) that are donated back to community agencies, such as EMS, first responders, and police, who use the items in trauma situations. Local nursing homes, schools, and other non-profit organizations have also received inmate-made items. PDCI inmates were allowed to purchase and have teddy bears mailed to their own children as a fundraiser; \$71 was given to the Crawford Area Resistance Effort (CARE), a private, non-profit organization serving the local community.

The Exceptional Staff of PDCI

Warden Paquin was asked to provide an accounting of what volunteer work staff at PDCI have done and below shows just some examples of the good deeds done by PDCI staff such as:

- In August, a fellow DOC employee from WSPF in Boscobel suffered a devastating loss. The staff at both institutions worked together to raise a substantial amount of money for the family and the charities in which they donated. This activity culminated with an auction in Wauzeka where Sgt. Peterson served as the auctioneer (first time for him).
- In October, the Second Annual Monster's Halloween Bash was held at The Barn for all community children. The Barn provided the space, staff and their family members and friends provided the workers. Local 903 donated two children's bikes to the Monster's Bash as prizes, which were both won by children from Prairie du Chien. Everyone that attended said they would be back for the Third Annual Event. This event raised \$1,020.30 for Special Olympics and 300 pounds of food for our local food bank.
- In December 2007, the staff adopted two families for the holidays. Gifts were purchased for individual family members and over \$400.00 in food was once again collected from staff and shared with the families. One family was in crisis and staff donated, collected and delivered three pickup trucks full of used furniture and clothes to get them over the hump. Two staff members donated \$100.00 cash to provide for the families immediate needs.
- During 2007, the institution held two blood drives and was able to donate 59 pints of blood to the American Red Cross.

The staff at PDCI has worked hard to be a good neighbor for the City of Prairie du Chien and the surrounding area. As you can see a large part of our work goes for Special Olympics and Badger Camp. Warden Paquin is proud of the staff at PDCI for their contributions made to various charities and causes as these efforts are above and beyond their job duties and expectations. Warden Paquin states, "This is not about PDCI. This is just a reflection of the people that work here."

Institution Volunteers

Volunteers are one of PDCI's most valuable assets. Their example as successful, law-abiding citizens serves an invaluable 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 and Parenting classes. Alcoholics Anonymous runs a weekly meeting with 15-20 inmates, separate from the AODA Treatment Program. Narcotics Anonymous runs a bi-weekly meeting with about 10-15 inmates attending regularly. Several local business leaders participate in mock interviews as part of the Education Department's Employability Skills program.

PDCI has only a part-time Chaplain and most religious services are delivered through the efforts of volunteers, who provided over 4000 hours in FY08. 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 and 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.

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

Religious Service/Study
Weekly Catholic Mass/Confession in English (& Spanish monthly)
Weekly Catholic Study
Catholic Special Events: Christian Experience Weekend, Marriage Encounter workshop, and 2 prayer workshops
Weekly Islamic Study
Weekly Native American Pipe-Drum Ceremony/Monthly Sweat Lodge
Monthly Pagan/Shaman Service
Weekly Protestant Study (5 different groups)
Weekly Protestant service
Weekly Christian Choir Practice
Protestant Special Events: Musical worship presentations (7), Life Plan Seminars (3), Angeltree & Salvation Army children's gift projects, Brazilian & Ethiopian ministry programs, monthly hymn sings, weekly religious film night, and scripture seminar/workshops (4)

Inmates attended about 4400 hours of service/study and special events in FY08. 22 inmates participated in full-immersion baptism.

Volunteers established a chapel library in August 2005 and continue to provide generous donations of books and audio/video equipment. The PDCI library has grown in size and availability and 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. About 1600 hours of individual pastoral visits by volunteers from a variety of different faith groups took place during FY08.

Religious volunteers also collect clothing for destitute inmates upon their release. In the past, inmates who did not have personal clothes left the institution in state clothing; they were billed for it and the institution was rarely able to collect payment. This 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; the volunteer does not enter the institution or meet the inmate, but works through staff contact.

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.

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.

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 11,201 inmate visits to the Library in FY2008. The library was used extensively by inmates with 12,991 materials being checked out. The majority of the materials checked out were fiction books with 6,268 fiction books checked out in FY2008. In addition, there were 201 Interlibrary Loans made to inmates.

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.

AODA (Alcohol and Other Drug Abuse) Treatment Program

In January, 2007, PDCI began using the "New Freedom" curriculum recommended by DOC. A 16-week residential treatment program provides 4-6 hours of direct service per day, along with assigned homework. Treatment addresses dependency, decision making, problem-solving, identifying use triggers, and developing a use prevention plan.

Treatment is assigned as a need during an inmate's initial evaluation at DCI. The PDCI program is offered to those inmates within a year of their release date – typically inmates complete the program six months prior to release, which allows for their transfer to a work-release facility. 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 12 participants per group, and about 6 groups complete each year.

CGIP (Cognitive Group 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 two hour sessions. There are about 60 program slots available each year. Homework is assigned and checked daily.

Victim Impact Program

Based on the MADD/CYA model (Mothers Against Drunk Driving/California Youth Authority), this program is designed to assist offenders in recognizing the profound effect their actions have had, not only on their victims, but on themselves, both families and their community. 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.

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 five

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.

A total of 2445 inmate visits took place in FY2008. An average of 204 visits took place per month with 3676 adults and 984 children entering PDCI to visit inmates in FY08.

Records

The PDCI Records Office calculates sentence information and maintains all social services and legal documentation for inmates. During 2007, over 1000 inmate transfers were processed into/out of PDCI; 207 inmates were released from the facility.

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 interns. Orientation, general procedures, exposure to correctional methodology, and multi-cultural emphasis is provided through hands on experience under the supervision of staff. During FY08, PDCI hosted one Human Services student from SWTC (200 hours) and a Criminal Justice student from UWP.

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.

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, frequent Chronic Care clinic visits, 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.

PDCI HSU works with Southwest Technical College Nursing Students to spend a day shadowing a DOC nurse as a part of their community psychiatric clinical rotation. Nursing Students have the opportunity to ask many questions and are also able to participate in some inmate cares as appropriate.

In September 2007, Iowa University also had a nursing Student spend a rotation here one night a week for 6 weeks. During that time, she presented a presentation to approximately 150 inmates on MRSA and how to Prevent it and learned and participated in many areas/duties of a correctional nurse.

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.

Statistics for Health Care Services Provided from July 1, 2007 to June 30, 2008

Physician visits - 1189

Nursing visits - 6823

Off-site X-rays, scans - 175

Dental – 663

Dental Hygienist - 209

Psychiatrist - 568

Off-site visits - 363

Off-site admissions - 16

Emergency Room visits - 41

Total services received – 9987 (averages to 832 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 consistent with current ethical and professional standards and with the overall mission of the DOC. PSU seeks to provide early identification and timely intervention for mental health needs. The goal is

to prevent, minimize, or effectively manage mental health crises, in order to reduce the risk of harm to the inmate and others. Specific services provided by PSU include the following:

RECORD REVIEW AND SCREENING FOR MENTAL HEALTH (MH) NEEDS

PSU reviews records of all inmates transferred to PDCI to screen for mental health issues. Inmates identified as such are interviewed and re-assessed to determine the appropriate level and type of mental health service. Referral for psychiatric consultation or other services are coordinated by PSU, in accordance with individual needs.

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 approximately 90 and 110 of 500 total inmates. On average, roughly 20 percent of PDCI inmates are on CM at any given time.

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, OBS placements have been dramatically reduced (from 16 several years ago, to 4 placements in FY-2008), in spite of an increased inmate population.

REFERRAL FOR SPECIALIZED MH SERVICES

Inmates with severe psychological illness occasionally require more extensive mental health services and staffing. 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. PSU initiates and coordinates referral of such inmates for additional psychodiagnostics, psychiatric and therapeutic services, and intensive case management including involuntary commitments and other transitional services. In FY-2008, two inmates were referred from PDCI to WRC.

CONSULTATION AND TRAINING

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. PSU provides more general staff training on topics such as suicide prevention.

MH SCREENING FOR WSPF

PDCI inmates can be placed in Temporary Lock-Up (TLU) and/or Disciplinary Segregation (DS) at WSPF or other institutions. Per a Federal Court decision, inmates with certain MH conditions cannot be so placed at WSPF. PSU conducts complete MH Screening, including file review and clinical interview, in order to ensure that inmates with these MH conditions are not placed at WSPF. Over the past Fiscal Year, 210 full MH Screens have been conducted on PDCI inmates referred by Security for possible transfer to WSPF.

INMATE ORIENTATION, RE-ENTRY, AND OTHER PROGRAMMING

PSU provides weekly orientation to newly transferred inmates. This orientation is broadly organized to improve initial adjustment to this facility, to make inmates aware of available mental health services, and to address re-entry needs related to mental health. When feasible, PSU also offers psycho-educational services to the general inmate population. Over the past year, PSU has offered a coping skills course (the "Coping Crash Course"), and has been involved in organizing other projects and programming (e.g., a "Victim Witness Garden" and "Diversity Circles") with members of the multi-disciplinary team.

BUSINESS OFFICE

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. This area has also coordinated the sale of special items to the inmates throughout the year, including Girl Scout cookies, cheese & sausage sales, pizza sales, and teddy bear sales. Profits from the sales of these items are donated to organizations within the community.

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 Department operates from 5a.m. to 6p.m., seven days a week. The Department 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. 12 weeks of cycle menus were developed and written for Vegan diet requests. In FY2007, food purchases totaled \$532,142.87 with 442,832 meals served and \$1.08 cost per meal. 2007 seen a shift away from the Waupan Warehouse providing canned fruits and vegetables to a Prime Vendor Food Contract with Indian head Food Service.

The Food Service Department has also been providing Institution-wide cookouts for all inmates and Staff. These have been held on both the first and second shifts. 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 over 500 plants from seed. 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.

Staff have received training in many areas in the past year to include: suicide prevention, NIMS, PREA, CPR. In addition the Food service department was active on the Health and Safety Committee, Jobs Workgroup and WPEC.

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	Affirmed	Dismissed	Rejected	Total
Classification	0	2	1	3
Correspondence & Publications	18	70	18	106
Discipline	2	15	35	52
Discrimination	0	2	1	3
Food	3	5	8	16
ICRS	0	3	0	3
Inmate Accounts	13	38	23	74
Inmates Sexual Misconduct	0	2	0	2
Medical	15	101	22	138
Other	5	47	37	89
Personal Physical Conditions	1	46	20	67
Personal Property	28	102	45	175
Religion	4	2	1	7
Rules	0	15	1	16
Staff	11	78	21	110
Visiting	3	3	0	6
Work & School Programs	3	8	3	14
Totals	106	542	236	884

CONDUCT REPORTS

Majors - 713

Minors – 339

APPEALS

97 Processed

Acronyms

A&E	- Assessment and Evaluation	LAIP	- Legal Assistance for Incarcerated Persons
AA	- Alcoholics Anonymous	LTE	- Limited Term Employment
ADA	- Americans with Disabilities Act	MADD	- Mothers against Drunk Driving
AODA	- Alcohol and Other Drug Abuse Treatment Program	MH	- Mental Health
ATR	- Alternative to Revocation	MLPS	- Martin Luther Preparatory School
BHS	- Bureau of Health Services	NICC	- Northeast Iowa Community College
CGIP	- Cognitive Intervention Program	OBS	- Observation
CM	- Clinical Monitoring	P&P	- Probation and Parole
CO	- Correctional Officer	PDCI	- Prairie du Chien Correctional Institution
CRB	- Community Relations Board	PRC	- Program Review Committee
DAI	- Division of Adult Institutions	PSU	- Psychological Services Unit
DCI	- Dodge Correctional Institution (Waupun, WI)	RIF	- Reading is Fundamental
DJC	- Division of Juvenile Corrections	SEG	- Segregation
DOC	- Department of Corrections	STD	- Sexually Transmitted Disease
FY08	- Fiscal Year 2008 (July 1, 2007 – June 30, 2008)	SWTC	- Southwestern Wisconsin Technical College (Fennimore, WI)
HSED	- High School Equivalency Diploma	TB	- Tuberculosis
HSU	- Health Services Unit	TLU	- Temporary Lock-Up
ICE	- Inmate Complaint Examiner	VIP	- Victim Impact Program
ICRS	- Inmate Complaint Review System	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 (1)
- Payroll & Benefits Specialist (1)
- Human Resources Assistant (1)

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 (5)
 - Food Service Leader 3 (1)

EDUCATION

- Education Director (1) (shared with WSPF)
- 1 Librarian
- 14 teachers (3 Vocational, 1 Title I, and 10 Academic and Re-Entry)
- 1 Office Administration Assistant (1)

HOUSING UNITS

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

SECURITY

- Security Director (1)
- Program Assistant – Confidential (1)
- Captains – (7)
- Lieutenants (3)
- Sergeants (40)
- Correctional Officers (70)

PROGRAM SERVICES

- Program Supervisor (1)
- AODA Social Worker (1)
- Chaplain (.5)
- Recreation Leaders (3)
- Operations Program Assistant (LTE started in June 2008)
- Offender Registrar (1)
- Offender Records Assistant 2 (1)

PROGRAM REVIEW COMMITTEE

- Offender Classification Specialist (1) - Non-PDCI employee
- Operations Program Associate-A (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)

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 (ext. 2402)
Lisa Pettera, Program Supervisor (ext. 2498)

PDCI Teacher receives national recognition

Carolyn Klema, the Title I Teacher at PDCI, was named as one of the three national recipients of the 2008 Anne Hazard Richardson RIF Volunteer of the Year Award (VOYA), by Reading Is Fundamental (RIF), the nation's oldest and largest children and families' literacy nonprofit organization.

"Among the hundreds of thousands of individuals who volunteer to support RIF book distributions, reading motivational events, and outreach programs across the country, these three individuals demonstrate exceptional service in support of children's literacy in their communities," said Carol H. Rasco, RIF president and CEO.

Ms Klema has been a RIF volunteer for PDCI's Shared Beginnings program for three years. She helps inmates learn to read and teaches them the importance of reading to their children. Through the use of Family Book Fairs, children's books are provided to the inmates so they can practice before reading to their own children. Ms Klema works closely with the inmates to develop and implement reading motivation activities. Prison is not the easiest setting to create a comfortable environment for families, but Ms Klema and her group are able to transform it into a more welcoming, family-oriented environment during the Book Fairs. During the reading time, inmates and their families come together for a positive experience.

Ms Klema was honored in September at a volunteer celebration in Washington, D.C. Her award was presented by Carol Rasco, President and CEO of RIF (Domestic Policy Advisor to Bill Clinton prior to joining RIF.)



Ms. Klema got an opportunity to discuss the RIF program in corrections with Senator Kohl in his Washington, D.C. office.

Her photo and acceptance speech is located at RIF.org under Anne Hazard Richardson Volunteer of the Year Award Winners.