

STATE OF WISCONSIN
DEPARTMENT OF CORRECTIONS
WISCONSIN SECURE PROGRAM FACILITY



FY 2008 ANNUAL REPORT

Peter Huibregtse
Warden

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MESSAGE FROM WARDEN HUIBREGTSE

Over the course of the past year WSPF has been on a steady course bringing on board its GP unit of 110 beds and continuing on its original mission of housing the more difficult to manage inmates the system has to offer. In addition we are continually planning to maximize our capabilities as we now look forward to expanding GP by another 50 beds in the near future.

As we look back over the year we once again have navigated our way through the year without a significant incident at this institution which resulted in serious injury or death to an inmate or staff member. I cannot stress enough to all of you that I firmly believe this is a direct result of the great job being done here by all staff. In this business we make our own good luck through hard work, training and attention to detail. Safety does not just happen. Now it is up to everyone to keep that due diligence a part of business every day.

Another significant accomplishment at WSPF over the past year has once again been our ability to manage this institution within its budget. WSPF is one of a few institutions which came in at or below its budget for the past year. This also is no accident. It is the direct result of proper planning and cooperative efforts of departments at all levels understanding the importance of staying within their budgets.

Lastly, all of the things mentioned above, managing change, budgets, safety, security, and all other aspects of the institution could not be done at the level we do it without the most important resource of all, good people. Our most vital resource is those we work with side by side each day. Let's make sure we do all we can to make sure we keep each other safe each and every day.

Sincerely,

Peter Huibregtse
Warden

FAST FACTS PROFILE

Date Opened: 1999
Security Level: Maximum
Operating Capacity: 500 Males
Current Population: 425 Males
Security Staff: 169 FTE
Non-Security Staff: 83 FTE
Number of Acres: 160, institution occupies 24 acres
Inmate to Staff Ratio: Approximately 2 inmates for every staff member
Operating Budget: \$17.2 Million
Money Collected FY08:
Victim Witness A & B - \$4,477.54
DNA Surcharge - \$5,659.63
Child Support - \$4,883.96
Medical Co-Pays - \$2,259.71
\$1,680.00 total co-pays charged in FY08
\$597.17 total medical co-pay loans established in FY08
\$372.45 total withheld for loan payments in FY08

SPECIAL HISTORICAL NOTES AND OTHER INSTITUTION INFORMATION

The High Risk Offender programming at this facility is designed to provide inmates with the skills needed to modify their behavior to a degree that will allow them to be returned to a General Population Maximum Security facility. Inmates transferred to WSPF for the High Risk Offender Program have earned their way to this facility because of behaviors exhibited in alternate sites. They have jeopardized the safety and security of the facility, staff, and/or other inmates. It is our intention to provide these inmates with programming which can reduce their level of risk and then monitor that reduction of risk as we make decisions about returning them to a General Population setting.

The Wisconsin Secure Program Facility also houses General Segregation Inmates. These inmates are assigned to our General Segregation Program designed to encourage positive adjustment and provide an opportunity for successful return to an institution general population. The goal is to provide controlled increase in privileges and responsibilities to promote acceptable conduct. This is accomplished by utilizing a process that provides individuals a chance to move through incentive based steps while in program segregation and eventually return to general population at another facility.

The WSPF also has one unit dedicated to housing inmates in General Population. This unit is at capacity and is providing a vital service for the department.

WISCONSIN SECURE PROGRAM FACILITY

MISSION STATEMENT

The Wisconsin Secure Program Facility, will safely and humanely house, manage and control inmates in a secure setting. The Wisconsin Secure Program Facility will also provide inmates the opportunity to acquire skills needed for their eventual progression into less secure correctional environments.

In support of the Department and Institution Missions, the facility will safely and humanely deal with High Risk offenders, Inmates in Disciplinary Segregation, and inmates in General Population. To successfully accomplish the mission the Wisconsin Secure Program Facility will employ sound correctional practices which include the following:

- ✓ Staff functioning professionally, honestly and with integrity will be a high expectation.
- ✓ Staff will be mindful of and sensitive to the victims of criminal behavior.
- ✓ Staff will be vigilant to the potential for inmate manipulation and victimization of themselves and other staff.
- ✓ Staff will be empowered to accomplish the mission through teamwork, communication, trust and providing tools to effectively manage offender behavior.
- ✓ The facility will strive to aggressively and effectively take care of its staff.
- ✓ Recognizing the risks posed by inmates, supervision, control, safety and security will be carried out to the highest levels.
- ✓ Reasonable risks will be taken with inmates to assess dangerousness.
- ✓ The program goal will be to reduce negative behavior and to prepare inmates to return to general population.
- ✓ Promote programs that provide offenders with opportunities for positive change.
- ✓ It will be recognized that program/treatment involves every function of the Institution.
- ✓ Initial and ongoing inmate assessment will be central to the program, acknowledging that what may work for one inmate may be detrimental to another.
- ✓ Unit Management and team approaches are essential to program success.
- ✓ All basic needs and constitutional rights of inmates will be met, preserving the basic human rights and dignity of offenders.
- ✓ Detrimental affects on inmates will be avoided. "First do no harm."
- ✓ Inmate healthcare will be provided consistent with professional community and correctional healthcare standards.
- ✓ The Facility will strive for excellence in standards compliance, security systems and facility cleanliness.
- ✓ The Wisconsin Secure Program Facility will endeavor to provide immediate access to other correctional institutions in accepting disruptive offenders.
- ✓ The Wisconsin Secure Program Facility will forge partnerships within the criminal justice system.
- ✓ The Wisconsin Secure Program Facility will endeavor to learn from the community and promote opportunities for the community to learn from us.
- ✓ The Wisconsin Secure Program Facility will strive to achieve a sense of community and mutual responsibility in the workplace.
- ✓ The operating philosophy of the Wisconsin Secure Program Facility will support the accomplishment of Department-wide mission and goals by managing and controlling negative inmate behavior and providing a deterrent to disruptive behavior throughout the system.

HISTORY OF WISCONSIN SECURE PROGRAM FACILITY

Planning for the facility evolved during the decade of the nineties when it became increasingly obvious that inmate profiles had changed in significant ways. More inmates exhibited histories of violence. In a period of five years, inmates with assaultive offenses increased from 57% of the prison population to 77.3% of the population. Inmates increasingly demonstrated disregard for authority and rules. Inmates became more impulsive and unpredictable, and increasing percentages with gang affiliations.

Inmates posed an increased risk to correctional staff, to other inmates, and to public safety. Significant increases were seen in assaults against staff and inmates. During the nineties prisons became more dangerous due to overcrowded conditions and longer inmate sentences. In a ten-year period the average sentences increased from six years to fourteen years.

It became clear that Wisconsin Corrections needed added capacity to manage this evolving population to keep current institutions safe and able to provide effective programming to those inmates wishing to make positive behavioral changes.

Timeline

- **March 30, 1995:** The Building Commission recommended a \$75,000,000 enumeration for the facility as part of the 1995-97 capital budget.
- **June 27, 1996:** The Building Commission approved the release of \$700,000 building Trust funds for planning, development of an architectural program statement, preliminary plans and a design report for the addition of the beds.
- **January 22, 1997:** The Building Commission approved the selection of Boscobel as the site for construction of the facility
- **July 31, 1997:** The Building Commission approved the design report and the authority to build the facility in Boscobel
- **December 17, 1997:** Ground breaking and construction began at the facility site
- **August, 1999:** Construction of facility complete
- **November 10, 1999:** Facility received first inmate and the facility opened under the name of Supermax (SMCI) as it was not officially named.
- **October 1, 2003:** Facility officially named as Wisconsin Secure Program Facility (WSPF).
- **February 14, 2007:** WSPF converted a 111 bed unit used for transition in the High Risk Offender Program to a General population Unit
- **June 16, 2008:** Began planning to convert Delta Unit (2 ranges) to General Population with a target date for occupancy of September of 2008.

WSPF COMMUNITY RELATIONS BOARD

"Keeping the lines of communication open"

In support of the mission of the Department of Corrections, the Division of Adult Institutions and individual institutions, Community Relations Boards (CRB's) 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 in Wisconsin. It is the policy of the Department of Corrections that CRB's function as a vehicle for establishing local community support for institution operations and to promote positive communications between the institution and local communities. Two-way communication assures the opportunity for institutions to convey the mission of the Department of Corrections and to enhance community understanding of correctional programs.

Members of the Community Relations Board are appointed by the Warden of the appropriate facility. CRB membership is available to any community citizen including elected or appointed government officials. Membership is not available to active clients of the Department of Corrections. No membership numbers or terms of membership are specified as a matter of policy but instead are left to fit the circumstances of the institution and the community.

The WSPF CRB has been a very active body. Monthly meetings began over a year prior to the institution's activation, with the first on September 10, 1998. The Board continues to meet now on a Yearly basis. The following is the list of members:

Lisa Riniker Grant County District Attorney	Darrel Berglin Sheriff, Richland County
Rose Oliveto Public Defender	Jim Reynolds Chief of Police, Boscobel
Darla Adams Victim/Witness Coordinator, Grant County	Arlie Harris City Administrator, Boscobel
Richard Rogers Fennimore Mayor	Keith Govier Sheriff, Grant County
Ed Ross, Instructor UW Platteville	Jerry Moran Sheriff, Crawford County
Dale Schultz State Senator	Karen Knox President, SWTC
Dr. Kurt Wilhelm Physician	Steve Wetter, Former Mayor-Boscobel
Paula Armentrout Field Supervisor, Probation and Parole	Paul Bloyer Former Mayor-Boscobel
Dr. Cheryl Banachowski-Fuller Professor UM Platteville	Phil Garthwaite State Representative
Steve Smith Superintendent of Schools	Andrea Fields Victim Witness Coordinator Richland County

HUMAN RESOURCES DEPARTMENT

The Human Resource Department is dedicated to ensure all Federal and State employment laws are followed in the staffing and operation of the WSPF, including a safe and harassment free workplace for employees. In addition, the team strives to foster and maintain a good working relationship with the various unions at WSPF.

The Human Resource Office was staffed during FY08 as follows:

- ◆ Shirley Gates, Institution Human Resources Director
- ◆ Diane Yonker, Human Resources Assistant
- ◆ Tammy Dickman, Payroll and Benefits Assistant

Staff #'s by Department:

Office of Warden	4
Dietary	9
Personnel	3
Business Office	4
Stores-Operations	4
Records Office	2
Maintenance	20
Resident Care & Treatment Services	14.5
Religion Services	1
Security	171
Education	7
Health Services	9.5
Management Services	1
Inmate Complaints	2
Total WSPF staff	252

Workplace Enhancement Committee

The Workplace Enhancement Committee (WPEC) is a group of employees that work together to make the Institution a better place to work. The committee members come from both represented and non-represented staff.

WPEC sponsors a number of fundraisers. The past year's fundraisers resulted in contributions to Gays Mills Flood Assistance Fund, Boscobel Fire Department, Polar Plunge, Eagle Heart and Cancer Telethon, Ducks Unlimited, Badger Camp, Parents of Murdered Children Scholarship Fund, Tuffey Center Area Holiday Dinner and staff members experiencing hardships. Also at the annual Holiday Party, staff were asked to bring mittens, hats and scarves which were donated to the local school to give out to students who came to school without any.

During Correctional Employee Week WPEC treated staff to ice-cream sandwiches, brats and burgers, and popcorn. All staff were also given a WSPF cooler in appreciation for their hard work and dedication to the Institution and the Department of Corrections. All staff were given a gift card for Piggly Wiggly in December. The first Friday in December is the annual Holiday party for staff and their families. A meal is served, a band is provided for entertainment, and Santa and Mrs. Claus are there to pass out gifts to the children. In June '08 WPEC began the monthly Gas Card drawing. The first regular working day of each month 2 staff names are drawn and they each receive a \$50.00 BP Gas Card.

The Institution is involved in the Adopt-a-family program at Christmas. Many gifts, foods items and donations of money were collected and delivered.

All this was made possible through the generosity of the employees supporting WPEC efforts by contributing to fundraisers and purchasing items off of the WPEC cart.

CISD/PEER

The Critical Incident Stress Debriefing (CISD) Program is a confidential, peer-based support system for employees who have experienced stress due to involvement in a work-related incident. WSPF is careful to include a wide variety of staff from all departments and assures coverage on all shifts. The CISD program has changed in 2008 and now will be under the supervision of an outside Employee Assistance Program. Ms. Thein and Dr. Rubin-Asch have been made the liaisons for CISD programming and activities at WSPF. A new standardized peer support training program is expected to be implemented by DOC Central Office prior to the end of 2008. WSPF will be actively training previous as well as new peer supporters once the newly established peer support training protocols are put into place.

EAP/ESP

The Employee Services Program has replaced the Employee Assistance Program. Each institution has formed a Local Employee Services Committee. These are the committees in each institution and region that serve a number of functions including:

- ◆ Development, implementation, and evaluation of a plan to promote and maintain the integrity of the Employee Services Program.

- ◆ Attend and participate in all Employee Services Committee meetings.
- ◆ Identification of issues that impact the health and well-being of employees.
- ◆ Development and implementation of a wellness plan.
- ◆ Participate in activities designed to promote awareness of Employee Services Program.
- ◆ Attend Employee Services Program related training
- ◆ Selection and evaluation of Employee Services Peer Supporters.
- ◆ Orientation of new employees.
- ◆ Planning, development and implementation of training programs.
- ◆ Review, evaluation and critique of the response to incidents (quality assurance).
- ◆ Communication with the Employee Services Director.
- ◆ Collection of data and recordkeeping.

WSPF ESP Committee

Diane Alderson
 Melody Dull
 Douglas Furbish
 Dave Gardner
 Rick Mickelson
 Christa Morris
 Dr. Scott Rubin-Asch (Co-Chair)
 Deanna Thein (Co-Chair)

Blood Drive

WSPF held four blood drives in FY07 and nearly 275 pints of blood were collected due to the combined efforts of WSPF staff and the American Red Cross. WSPF plans to host an additional four drives in FY08, with the WSPF Medical First Responders, and other WSPF staff volunteers, continuing to organize and work at the drives. According to the American Red Cross, WSPF continues to have a high percentage of first time donors at every drive.

Unit Management

WSPF has successfully operated using the Unit Management concept. Unit Managers are responsible for the overall operations of the living units including direct supervision of unit staff to include security and treatment staff. The Unit Management concept has been especially beneficial to our facility as it provides a direct link from administration to the line staff and inmates. Unit Managers at the facility continue to work directly with unit staff and inmates while being a member of the administrative team. In dealing with such difficult inmates the Unit Management concept has provided the increased supervision needed to manage such a population effectively. The concept has allowed the facility to provide a wide range of programming to a segregated and general population while upholding the highest security practices.

GENERAL POPULATION

WSPF began planning for the conversion of 50 additional segregation cells on Delta unit to be used for General population inmates. The general population units at WSPF will house up to 161 maximum security inmates and are managed by a Corrections Unit Supervisor. Each inmate has a single occupancy cell that includes their own shower area and commode/sink apparatus. These units will have program space (8 & 12 person dayrooms) and indoor/outdoor recreation. The dayrooms on Charlie unit are where all the GP inmates eat, attend education classes, programs, and religious activities. Leisure time activities will be held on both units. Each range on Charlie unit has indoor and outdoor recreation areas where the inmates attend these activities. These are smaller areas that allow inmates to lift weights, play basketball, play handball, attend law library, sit outside and enjoy the weather while playing cards etc. Points of interest are:

- ◆ Received our first GP inmates 2-14-07
- ◆ Provide a temporary stay for the WSPF- HROP graduates for additional transitioning to a traditional GP setting.
- ◆ Receive inmate segregation releases to help manage that population.
- ◆ Will have a Capacity of 161 inmates
- ◆ Offer HSED, CGIP and Domestic Violence Counseling.
- ◆ Currently have roughly 30 inmates enrolled in school and another 16 in CGIP or Domestic Violence group
- ◆ Approx. 28 inmates hold an institution job.

SECURITY DEPARTMENT

Crisis Negotiations Team

Crisis negotiation team members had another year filled with excellent training opportunities, as well as to be provided a chance to network and learn from other institutions. Wisconsin Secure Program Facility and Prairie du Chien Correctional Institutions continued to do joint trainings, with the teams remaining intact.

In August and December of 2007, team members were provided with various training topics, including gang training relevant to hostage and riot situations and interacting with individuals in psychiatric crisis. In addition to these topics, members learned about assessing risk and dangerousness and were able to role play and interact in numerous simulated scenarios.

Team members were allowed the opportunity for some very unique training opportunities in February and April of 2008. Both trainings were held in Oshkosh, with Oshkosh Correctional Institution as the host facilitator. During these sessions, team members were able to interact and learn from individuals that had been involved in actual hostage situations. Waupun Correctional CNT/ERU gave an overview of their recent hostage situation and allowed for questions and comments. In addition, Oshkosh Police Department presented details of an actual hostage situation they were recently involved in. Teams from various institutions throughout the state were also able to run through numerous scenarios and role-playing exercises.

Training/E.R.U.

The Training Captain maintains training records, coordinates and assists with instructor led training conducted at the institution. The unique physical nature of the institution allows for the institution to be placed in a slow down staffing pattern to facilitate training. Institution training days are conducted monthly with varied subject materials.

E.R.U. (33 member team): Training is conducted bi-monthly with PDCI in eight hour blocks. Training topics include Handgun, Rifle & Shotgun Qualification, Armed Escort, Electronic Devices, Specialty Impact Munitions, Basic E.R.U., Incapacitating Agents, Pepper ball systems, Distraction Devices, Arc Air & Partner Saw systems, Building Clearing, IMS/ICS joint exercise w/ C.N.T. & command post. Ten members were sent to the joint ERU exercise in September of 2007. Two basic ERU training sessions were conducted at WSPF in 2008. WSPF ERU staff participated in Armed escort and electronic device certification conducted at CCI and JCI.

TEMS (4 member team): With the implementation of Tactical Emergency Medical Service members, the WSPF ERU team is at the forefront in providing emergency medical care to its ERU members, other staff, the public and inmates during emergency situations. WSPF is the first institution in the state to implement TEMS (Tactical Emergency Medical Service) within its ERU team. These members are regular ERU members with the additional responsibility of providing emergency medical care during emergencies.

Equipment purchases: Tactical radio mics, Tactical flashlights, ballistic vests, gloves, elbow pads and other personal safety equipment. These items were purchased to replace worn equipment, improve training skills and better equip the team for a tactical environment.

Future training goals and areas of improvement: Increase training time to 8 hours per month and continue to provide update training to give team members tools to use during emergency situations. Also continue to conduct Basic ERU, Armed Escort classes and update certifications for new members as open positions are filled.

CNT: (Staff Volunteers) Training is conducted bi-monthly in eight hour blocks. Training subjects include Effective communications techniques and hostage negotiations. Role playing scenarios are also used when training is conducted. There is an increased effort to combine the CNT and ERU training to better prepare the institution in the event of an actual incident.

Medical First Responders: (Staff volunteers) the team is comprised of volunteers security and non security staff. Refresher Training is conducted once every 6 weeks. An estimated 32 hours of annual training is provided.

Training Costs: WSPF strives to conduct training during normally scheduled working hours to minimize overtime needs. Trades are encouraged to trade scheduled working hours to further reduce costs. This method of training requires a high level of flexibility of institution staff and resources. Examples of subject material covered during on shift training are Weapons Qualifications, P.O.S.C. updates, restraints, C.P.R./A.E.D., First Aid, Suicide Prevention, Heat Advisory, Videotaping Use of Force Incidents, Electronic control devices, Inmate search procedures, Computer training, incapacitating agents exposures, Emergency Preparedness, & Fire science. Additional material is also covered as opportunities arise.

Noted Improvements:

Learn Center upgrades: Advancements in the Correction’s learn center allows for training materials to be viewed by staff as time is allowed during their normal work schedule. This allows for training to be conducted outside of the classroom and without additional costs. WSPF is able to directly enter data into the Correction’s learn center data base as training is conducted. Ongoing and continued improvements in this resource will be of great help in ensuring a better trained work force.

Computer access: Increases in computer access to WSPF staff allows for the corrections learn Center to be best utilized.

Range Training: The Blue River range contract provides for 96 training dates though the calendar year. These dates fall on the Tuesday and Thursday of each week excluding the month of November. This schedule allows for greater scheduling flexibility. Training at the range consists of Security staff weapons initial and re-qualifications, armed escort training and ERU training. Portable toilet facilities are provided at the range by WSPF. The range contract was reviewed and renewed for the year 2008. (Noted changes) Increase in the lease agreement to fifteen hundred dollars per year. Increase in hours of operations to allow for training to be conducted between the hours of 7am and 10pm.

Equipment purchases: No large purchases were made in the area of training aids. Tactical ERU equipment, uniforms and ammunitions purchases account for most of the annual training purchases.

Future training goals and areas of improvement: Increase certified instructors in subject areas to increase flexibility for training. Provide electronic control device training to armed escort staff and ERU staff. Certify ERU team with X-26 Air Taser. Assist in the development of the Corrections Learn Center data base to better provide for the needs of the institution and the department. Improve scheduling process to better coordinate resources. Continue to improve the FTO and Honor Guard programs and conduct update training.

WSPF TRAINING SUBJECTS FY08		
COURSE TITLE		COURSE TITLE
Suicide Prevention	Infectious Disease	Handgun-initial
ERU Training	Fire Science	Requal -Rifle
Firearms SIMP 22	Cultural differences	Requal -Shotgun
CPR/AED	Single Officer Baton	Requal -Handgun
ERU Tactical squad	POSC-FRP review	XP Training
CNT Training	Inmate Escort	Camcorder Training
Defensive driving	communication skill	MFR Certification
Pad Subduing	SCBA Up-date	MFR Update Tang
P- countermeasures	van driver (2)	MFR/EMT Refresher
S.T.G. Training	Armed escort	Joint ERU
Outlook training	Basic ERU	WCA conference
Fit Mask training	Van driver	

Medical First Responders

The Medical First Responder program at WSPF was initially implemented in August 2000. In FY08 the following continued to be maintained by the Medical First Responders:

- ◆ Coverage continued to be offered on all three shifts.
- ◆ All members continued to be trained in Healthcare Provider level CPR/AED and all members participated in a 24-hour refresher class.
- ◆ All members maintained certification in all approved “advanced” skills as directed by the Medical Director. Currently that would include long boarding, combi-tube, epi pen and administration of glucose.
- ◆ The Medical Director continued to allow Medical First Responders to assist with the use of the glucometer as well as glucose and nebulized albuterol in response to reported medical concerns within the institution.
- ◆ We maintained the number of Medical First Responder / EMTs that were trained as CPR instructors at 5 in-house instructors.
- ◆ Seven of the WSPF Medical First Responders are active in EMS in their respective communities either as Medical First Responders or as an EMT-B.
- ◆ WSPF Medical First Responders again participated in the EMS Olympics offered through UW-Madison.
- ◆ WSPF’s Tactical Emergency Medical program solidified it’s position within ERU by implementing policy, acquiring equipment and choosing members.
- ◆ WSPF Medical First Responders continue to implement Tactical Medical skills within WSPF’s ERU program.
- ◆ WSPF’s Tactical Medics and Medical First Responders continue to offer their services outside the institution in Mutual Aid/IMS situations.

Visits

Visits at WSPF are primarily conducted through video visitation. There were a total of 1316 visits and 2481 visitors this year. A break down of visiting number are below:

Visitation Statistics July 1, 2007 through June 30, 2008

	Regular		Face to Face		MSDF Video		RCI Video	
	Visits	Visitors	Visits	Visitors	Visits	Visitors	Visits	Visitors
JULY 2007	49	87	33	78	41	64	5	13
AUG. 2007	34	55	23	70	47	80	4	16
SEPT. 2007	51	92	34	84	59	102	1	1
OCT. 2007	42	60	30	57	45	67	1	5
NOV. 2007	34	53	22	48	51	94	4	11

DEC. 2007	18	24	23	57	53	92	5	17
JAN. 2008	28	39	20	55	69	125	8	32
FEB. 2008	22	26	14	36	49	81	5	20
	Regular		Face to Face		MSDF Video		RCI Video	
	Visits	Visitors	Visits	Visitors	Visits	Visitors	Visits	Visitors
MARCH 2008	26	41	23	61	65	102	4	20
APRIL 2008	23	44	21	54	45	71	4	16
MAY 2008	16	33	19	44	56	88	1	1
JUNE 2008	25	39	16	48	44	67	4	11

Totals	368	593	278	692	624	1033	46	163
	Visits	Visitors	Visits	Visitors	Visits	Visitors	Visits	Visitors

Total Visits
646

Total Video Visits
670

Total Visitors
1285

Total Video Visitors
1196

There were a total of 71 video court hearings held during FY08. The video Court Room was also used for tele-med, Parole Hearings, Agent visits, Public Defender interviews as well as Budget review meetings with Central Office.

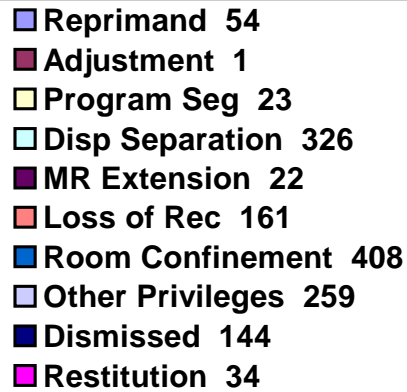
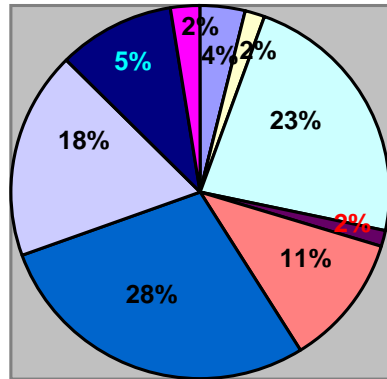
Transportation

The WSPF Transportation Unit consists of a Correctional Sergeant and one Correctional Officer A/B. Since WSPF transports a large number of inmates that have been identified as high risk, all assigned transportation staff have been trained and certified in armed escort transports. WSPF transportation staff have also been trained and certified in the use of electronic control devices (ECD), single officer expandable baton techniques, and the proper use of incapacitating agents.

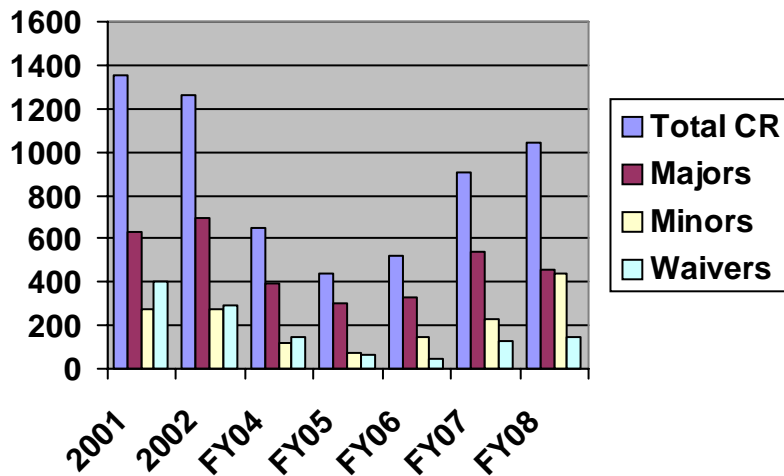
WSPF has seen a marked decrease in the number of trips outside the secure confines of the institution over the past year, due in large to the DCI transport bus doing most of our transfers. In FY07-08 the transportation unit conducted 248 trips, involving over just under 750 inmates without serious incident. Roughly 40 of these transports were classified as high risk and involved the use of armed escorts, electronic control devices, or required a 3-Officer Escort. All of the high risk transports are now done by the WSPF ERU team members and the primary transportation staff.

Conduct Report Statistics

FY08 resulted in 1046 total conduct reports being served with 460 of these being heard as major dispositions, 440 were heard as minor dispositions and there were 146 waivers.



Of the conduct reports written the following dispositions were given:



PROGRAM DEPARTMENT

The programming at WSPF was designed to provide inmates with the opportunity to examine their thinking that led to the behaviors that resulted in placement at WSPF, and assist in making changes to a degree that will allow them to be returned to a traditional maximum-security facility. The WSPF staff must be satisfied they can be moved to such a facility without creating unreasonable risk to staff, other inmates, themselves, or the security and orderly running of the institution.

High Risk Offender Program

Inmates transferred to Wisconsin Secure Program Facility (WSPF) earn their way to this facility because of behaviors exhibited in alternate sites which has jeopardized the safety and security of the facility, staff, and other inmates. WSPF shall provide inmates with an opportunity to focus on programming and education. Movement within the program will be both performance based, indicated by inmates compliance to the structure within the program as well as based on an analysis of the potential risk from each individual inmate.

All inmates in the High Risk Offender Program will be in Administrative Confinement. The expectation is that all inmates in the program participate and successfully complete identified programming on all phases. The Unit Team will review and evaluate each inmate, monthly, to assess the individual inmate's level of risk, identify potential target behaviors for change and to evaluate an inmate's participation in programming. Inmates in the HROP will be provided the opportunity to meet with the Unit Review Team during its monthly review a minimum of once every 4 months. A Security Phase Assessment worksheet is completed monthly on each inmate in the High Risk Offender Program. The assessment will be the foundation for the recommendation the Unit Team makes to the Warden/Deputy Warden regarding the appropriate phase placement. Successful completion of all required programming as well as a final Security Phase Assessment, indicating an acceptable level of risk, will be required before recommending placement into General Population. PRC will then review the inmate's progress and note completion of HROP and recommend transfer.

There are three phases within the High Risk Offender Program with the allowable property and canteen items for all phases being the same. Inmates in all Phases will be required to participate in programming. Programming on Phase Red includes RET, Anger 1, and Interactive Journals. Inmates will also be required to participate in Adult Basic Education if this has been identified as a need. Programming available on Phase Yellow includes "A Better Way" and the "Turning Point" series. Phase Green programming includes Cognitive Group Intervention Program (CGIP), Domestic Violence (DV) and Anger 2.

Education

The Education Department consists of three Teachers, one Teaching Assistant, one Office Operations Associate, and one Librarian. The position of Education Director was lost due to budget cuts and the responsibility for the supervision of the Education Department has been assumed by the Education Director from Prairie du Chien Correctional Institution.

Educational Services are provided through various venues depending on the students' level needs. One on one sessions are provided at the cell front and lessons including educational videos are

provided through the in-house television systems. Students with special needs are provided services face to face utilizing the attorney booths.

General population was added to WSPF in 2007 and the Education Department developed classroom programs to provide academic remediation and HSED preparation. Thirty eight general population students have been enrolled in group classes on the General population unit.

Programs available through the Education Department include Adult Basic Education, GED, HSED, Special Education, and Self-Advancement. WSPF is an authorized GED testing center. In the past year, 15 inmates participated in Special Education, 24 inmates completed their HSED, 64 inmates participated in ABE and 42 inmates participated in self-advancement. To date, WSPF has had 224 inmates obtain their HSED and 5 have obtained their GED.

The Business Basics course is offered through the Corrections Learning Network. This program is designed to meet the transitioning needs of the incarcerated inmate. There are 12 video sessions geared to explore the world of entrepreneurship as well as small group sessions. Participants employ critical thinking skills and practice applying these skills to the development of a business plan. Due to a staff shortage, there were no students in this program this past year.

The College of the Air program through Milwaukee Area Technical College was offered through a grant from the Incarcerated Youthful Offenders grant that offered targeted inmates who had earned their HSED or High School diploma, were 25 years old and younger and less than five years remaining to release. These inmates also needed to have reading skills above the 9th grade ability. Ten inmates were enrolled in this program this past year.

This past year, the WSPF library checked out 27,402 items, including both newspapers and magazines. This was an increase of 8,556 items over the past year. There were 507 library patrons during this past year, all of whom have checked out at least one book during this time period. Eighty percent of the inmates take advantage of library privileges. A comparison with the local public library reveals that the circulation statistics are similar in the volume of materials processed. Branch Libraries were developed on the General Population unit to provide additional access to general reading material.

Law Library Services

Satellite paper law libraries are set up on the units, which consist of the required starter materials. A computer is also available on each segregation unit for inmates to use in searching for case sites electronically. Four computers are set up on the GP unit for inmates to use in searching case sites electronically. Inmates may request copies of case law and various legal forms from the law library. GP inmates that have EDNET accounts can request copies of typed case law briefs from law library. GP Unit has two inmate Law Clerks to aide it helping inmates research law cases and typing of legal documents.

Programming

Participation in programming is one of the criteria considered for Phase advancement. Various program opportunities are available for inmates in conjunction with their Phase.

Interactive Journals programming is available to inmates on Phase Red and above or in Administrative Confinement but not in the High Risk Offender Program. The program consists of a series of interactive journals covering a variety of areas such as Values, Anger, Self-esteem and Errors in Thinking. This is an open enrollment program and inmates work at their own pace. Fifty-one inmates were enrolled in FY'08.

Anger Management programming is available for inmates in Phase Red and above. It consists of videos and worksheets. A new cycle begins approximately every 12 weeks. Cycles are 4 weeks in duration. Forty-nine were enrolled with forty-six completing in FY'08.

R.E.T (Rational-Emotive Therapy) programming is available to inmates in Phase Red and above. This program teaches hands-on practical skills for everyday living. It is based on the work of Albert Ellis and can help one understand behavior, recognize and change self-defeating attitudes, set new, attainable goals, and practice new problem-solving skills. This program consists of booklets, videos, cassettes, and workbooks on a variety of emotions. Cycles are 9 weeks in duration and run every 12 weeks. Forty-five inmates were enrolled with twenty-eight completing in FY '08.

Turning Point I is available to inmates in Phase Yellow or above. The program uses the "*Samenow: Commitment to Change*" series as its curriculum. The program offers offenders practical, concrete ways to become aware of their own thinking and its consequences. It encourages them to work toward the goal of responsible living day by day. A new cycle begins approximately every 12 weeks with delivery primarily through videos and worksheets. Cycles are 9 weeks in duration. There were forty inmates enrolled in the program in FY'08 with twenty-nine inmates completing.

Turning Point II is available to inmates on Phase Yellow and above who have completed Turning Point I. It focuses on tactics to address the Criminal Thinking Errors examined in Turning Point I. A new cycle begins approximately every 12 weeks and is facilitated through videos and worksheets. Cycles are 8 weeks in duration. There were a total of twenty-six inmates enrolled in the program with all twenty-six completing in FY'08.

Turning Point III is available to inmates on Phase Yellow and above that have completed both Turning Point I and Turning Point II. The program focuses primarily on the consequences of behavior. A new cycle begins 12 weeks and like TPI and II is delivered primarily through videos and worksheets. Cycles are 10 weeks in duration. There were a total of twenty-six inmates enrolled in the program with fourteen completing in FY'08.

A Better Way is available to inmates who have completed all 3 of the Turning Point Programs. It is primarily designed for first time offenders, but is helpful to anyone wishing to live free. It offers a trio of life-changing behaviors that all involve the work acceptance. A new cycle begins every 12 weeks. Cycles are 8 weeks in duration. There were a total of ten inmates enrolled in the program with eight completing in FY'08.

Free Your Mind is available for inmates who have completed all programs listed above, are on Yellow Phase or above, or on Administrative Confinement and not in the High Risk Offender Program. The program offers inmates the opportunity to examine perceptions, priorities and actions and make positive changes. It points out that they really do have choices. The program is offered periodically

when a there is a group of inmates interested. Cycles are 6 weeks in duration. Five inmates enrolled In FY'08 with five completing the program.

Getting It Right is available to inmates who are within a year of their MR date. This program uses rational self-counseling through journals to help participants make the transition into the community and toward responsible living. The program is self-paced and an inmate may start at any time. Two inmates enrolled in FY'08 with one completing.

The Castle of the Pearl is available for selected inmates who have completed the other programs offered. Through reading, self-examination and writing the inmate is given the opportunity to see his life more clearly; to think about where he has been, where he is now, and where he is heading. The program is self-paced. No inmates visited the Castle in FY'08.

Life Skills is available to inmates who are in Administrative Confinement and not in the High Risk Offender Program. The program is designed to develop and/or help improve self management skills. The program is self-paced. Five inmates enrolled in FY'08 with four completing.

Recycle is for inmates who have been removed from the High Risk Offender Program, placed on Administrative Confinement and wish to be considered for return to HROP. S.M.A.R.T. Choices is a decision and life skills program to accelerate learning and change. The program is self-paced. Twenty inmates enrolled in FY'08 and seventeen completed.

Domestic Violence is available for inmate in Green Phase and in General Population. Successful completion fulfills an A&E need requirement. The program consists of small group sessions and written assignments. Seven inmates participated in and completed in FY'08

Cognitive Group Intervention Program (CGIP) Phase 1 and 2 is available for inmates in Green Phase and General Population. Successful completion fulfills an A&E need requirement. The standard CGIP manual is used and the materials are delivered through videos, written assignments and small group sessions. Twenty-nine inmates completed CGIP Phase 1 and 2 during FY'08.

A number of self-help books and workbooks covering a wide range of topics are available for inmates to check-out through the Program Department as well.

Religious Programming

WSPF employs one full-time Chaplain to meet the religious needs of the population. The Chaplain does weekly rounds on the units. Weekly programming relating to the DOC recognized religious umbrella groups is also broadcast via the in-house system.

Both Bible Study and Qur'an Study are offered for inmates in GP and the High Risk Offender Program. Both consist of readings, worksheets and discussion with the Chaplain. For inmates in Phase Green the Chaplain also offers a Biblical Study Group, a Qur'an Study Group and a Pagan Study Group. The Chaplain facilitates these small group discussions and readings and worksheets.

The institution has an extensive library of books for inmates to check out pertaining to the Religious umbrella groups. Pastoral visits are scheduled through the Chaplain.

INMATE CONTACTS FY08

CHAPLAIN CONTACTS:	400
<u>OTHER PASTORAL VISITS:</u>	
Catholic	25
Eastern Religion	10
Jewish	0
Protestant	890
Islamic	0
Native American <small>Sweat Lodge started</small>	0
Pagan	<u>0</u>
TOTAL PASTORAL VISITS:	925
TOTAL CONTACTS:	1325

RELIGIOUS TV PROGRAMMING

Catholic Mass	2 times / week
Protestant Services / Movies	18 times / week
Islamic Teaching	18 times / week
Native American Music / Ceremony	3 times / week
Jewish Teaching / Music	1 time / week
Pagan Teaching / Music	3 times / week
Eastern Religions Teaching	2 times/ week
Hispanic Services	1 times / week

WSPF maintains a library of religious material containing over 800 books and 350 videos and cassettes. The average number of books checked out from chapel library in 2008 was 20. Over 100 inmates participated in the Angel Tree / Salvation Army toy program in FY08. The institution chaplain holds numerous in house religious study groups:

- ◆ Bible Study Course 5 participants
- ◆ Qur'an Study Course 10 participants

We currently have the following religious groups meeting weekly for the General Population inmates: Native American, Islamic, Protestant, Catholic, and Pagan.

Social Workers

Currently there are three Social Workers providing services on the five units. The role of social workers is multi-faceted, and involves coordination and communication with other staff in nearly every department at WSPF. Included is direct inmate contact, as well as numerous offender review requirements. Direct offender contact may include facilitation in Domestic Violence and/or CGIP groups, weekly rounds, legal and personal emergency phone calls, and interviews for completion of paperwork, such as sex offender registration forms, PRC's, Parole reviews, MR Plans, Risk Assessment Information Guides (RAIGs). Staffing requirements include attendance at unit team meetings and Special Needs Inmate meetings, serving as advocates at AC hearings, as well as coordination of services with other DOC social workers, DCC Agents, agencies outside of the DOC, and professional contacts with offender family members and friends.

Psychological Services

Psychological Services Unit (PSU) consists of one full-time crisis intervention worker, two full-time psychological associates, one full-time licensed psychologist, and one full-time licensed supervising psychologist. PSU staff members provide a variety of services for inmates on four segregation units and one general population unit with a total of approximately 500 inmates. These services include crisis intervention, clinical observation placements, clinical monitoring reviews, intake assessment, formal psychological assessment, individual psychotherapy, program referral, and consultation with other staff.

Designated WSPF staff members participate in a weekly meeting with the psychiatrist and HSU manager to discuss pharmacotherapy issues relevant to the clinical functioning of WSPF inmates. All WSPF PSU staff members additionally participate in a weekly special needs inmate meeting that incorporates a multidisciplinary approach to engaging clinical and other concerns posed by work with particular inmates. During 2008, each WSPF PSU staff member was assigned primary coverage duty for each of the five housing units at WSPF.

Clinical segregation rounds continued to be conducted on a weekly basis for all inmates placed on the four segregation units.

2008 saw a significant increase in the amount of psychological assessment services provided to inmates at WSPF/WSGP by PSU staff. Through collaboration between PSU and Education staff, inmates were provided with IQ testing to a larger extent and evaluation of learning disordered WSPF/WSGP inmates with affiliated cognitive impairment became a focal point of assessment efforts. Furthermore, efforts at identifying and attending to psychological and cognitive disorders found in older adult inmates were increased significantly through cooperation with HSU staff along with the addition of advanced measures of neuropsychological functioning.

MANAGEMENT SERVICES

Management Services provides services that facilitate the security of the institution and ensure all needs of inmates are met. It is comprised of several areas including:

- ◆ Business Office is responsible for the ordering and payment of all invoices while monitoring budgetary guidelines; receipting and disbursing inmate funds; and canteen operations.
- ◆ Stores receives and distributes supplies throughout all areas of the institution.
- ◆ Laundry keeps the inmate's clothes and bedding clean and sanitary.
- ◆ Buildings and Grounds control and maintain the public works for the Institution.
- ◆ Food Service supplies the food and meets specific nutritional needs of inmates.

Business Office

The Business Office has a staff of five including a Correctional Management Services Director, Financial Program Supervisor and three Financial Specialist 2's. The Business Office provides services for both staff and inmates. Procurement 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. The Inmate Accounts position is responsible for receipting and disbursing

inmate funds in accordance with all administrative guidelines and laws. Legal loans, postage, medical co-pays, restitution and inmate payroll are all handled by this area. In addition, 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 continues to take a strong lead in the vigilant management of the budget and works collaboratively with all departments to that end. Inventory levels are closely monitored to meet all institution needs using effective inventory management processes. Institution equipment is placed on a replacement cycle that ensures current and fully operational equipment at all times.

Store/Warehouse

The store/warehouse is the entry point for outside goods arriving at the institution. The store operates with one Inventory Control Coordinator Advanced and two Inventory Control Coordinators. These positions fall under the supervision of the Financial Program Supervisor. The shipments of goods purchased by the institution, which include the following: food, clothing, office supplies and cleaning supplies. An inventory control coordinator receives, x-rays, inspects and inventories the items. Receiving reports are written for items ordered directly for institution departments and the items are delivered to the department. The store processed 2706 receiving reports for fiscal year 2008. The store also processed 716 department requisitions for fiscal year 2008, with a value of \$154,067.34.

Laundry

The laundry operates Monday through Friday with one full time laundry worker and two LTE part -time workers. They are assigned the tasks of washing, stocking, inventorying, and delivering all inmate clothing and linens. On a daily basis, the laundry workers maintain the washers and dryers as well as clean and sanitize all laundry transport carts. Unit workers assist with folding sheets, towels, washcloths and inmate outerwear (shirts & pants). All tailoring and mending is completed by inmate tailors. The laundry staff coordinates both the folding and tailoring with security staff. The laundry's average monthly wash load is around 24,000 pounds.

Custodial Services

The institution complex has over 205,590 square feet. Six Custodians are responsible for keeping the institution swept, mopped, polished and cleaned. The standard of cleanliness that they strive for is very apparent at WSPF.

WSPF custodial staff continues to clean cells when inmates move on all housing units except the GP housing unit. Custodial staff is still responsible for cleaning "restricted areas" and recreational areas on the GP unit.

The custodial staff cleaned a total of 2127 inmate cells along with their other duties in FY 08.

Maintenance

FY08 was a busy year for the Maintenance Department at WSPF

- ◆ We continue to monitor data to insure the benchmarks from the settlement agreement are being met.
- ◆ Since the transition to General Population on Charlie housing unit last year, we have inmate labor on the unit and in the food service area. This has created a challenge for maintenance personnel to secure areas and to change procedures for daily work to have inmate labor in these areas. We have very recently added inmate painters to work with maintenance staff.
- ◆ In response to the Governor's Energy challenge, we applied for and were granted a small project to transition institution lighting to a high lumen fluorescent bulb, reducing the number of bulbs in use and providing energy savings of approximately \$17,000 per year.
- ◆ The department had an ongoing battle with Mother Nature over the last 12 months. Record snowfalls and cold challenged the staff daily in the effort to keep walkways and parking lots safe. Several lightning strikes impacted the HVAC systems and security fence.
- ◆ With the looming challenge of transitioning another housing unit to General Population, both electronic and physical changes have been initiated.
- ◆ In addition to these major projects, Maintenance staff completed 5339 work orders in FY08. Maintenance has continued to provide staff support to Prairie du Chien Correctional Institution (PDCCI). Electrical support to upgrade main electrical circuitry, plumbing upgrades in several areas, and electronic tech support for the radio and phone systems are some of the projects worked on. Our Maintenance Mechanics have fabricated ladders, bookshelves, and other items for PDCI. Our ability to share support in both manpower and resources continues to benefit to both WSPF and PDCI in productivity and cost savings.

Food Service

Food service began operations in October of 1999 as a contracted food service operation. In November 2001, it became a self-operation kitchen. As a self-operation, the average meal cost this fiscal year is \$1.40, and 536,159 meals were served. WSPF currently serves a cold breakfast and a hot lunch and dinner meal. The staff assigned to food service include WSPF foodservice staff as well as inmate workers from the general population unit. In April 2007, we opened a servery located on the general population unit, and it is staffed by inmate workers from this unit. With the addition of inmate workers, food service staff supervise these inmates in the preparation of food and cleaning duties. Our food vendor is Indianhead Food Service of Eau Claire; Fishnick Dairy, a local dairy, delivers our milk and dairy products; and Pan-O-Gold provides our bread.

WSPF Foodservice staff:

1 Food Service Administrator
1 Food Service Manager
6 Corrections Food Service Leaders
1 Cook 2

Fiscal year 2007 meals served:

492,843	Inmates	
<u>43,316</u>	Staff	
536,159	Total	12, 980 Snack Bags

On an average WSPF food service serves 42,867 lbs. of food a month. Inmate requests for religious and special diets have increased dramatically in the past year. At any one time there is an average of 15 vegan diets and over 90 inmates participating in Ramadan. The Food Service department also works with the Health Services Unit to provide both special diets and food supplements to those inmates with special needs.

HEALTH SERVICES UNIT

The Health Services Unit (HSU) provides 24 hour nursing care for patients housed at WSPF. We execute the mission of the Department of Corrections (DOC) Bureau of Health Services (BHS): “the administration and provision of health care, health education and preventative care for the DOC consistent with professional, community and correctional health care standards.

Our professional management team consists of various healthcare providers:

- ◆ 0.4 Medical Doctor
- ◆ 1 Nursing Manager
- ◆ 7.5 Registered Nurses
- ◆ 1. LTE LPN
- ◆ 1 Medical Program Assistant Associate
- ◆ 0.2 Dentist and Dental Assistant
- ◆ 0.5 Psychiatrist
- ◆ 1 contracted XRAY tech. Now a contracted DOC position
- ◆ 1 contracted Physical Therapist from BAHC

HSU services provide immediate health care needs for patients on a daily bases. A Clinic type visiting system is provided by the Health care providers, RNs provide sick call for the patients each day as needed to address the individual patient issues. Urgent/Emergent medical treatment is provided in an on-going basis. Monitoring chronic conditions is a primary function of the health care team. This team has a multidisciplinary approach to care.

The health care team provides consistent ongoing health care for the diverse population at WSPF. The individual care needs of the patients are integral. The care delivery is geared to provide efficient outcomes in a cost effective manner. This past year in June, we implemented a Digital imaging process in the X-Ray Department. We continue to provide on site Physical Therapy.

We are identifying new standards and implementing them to upgrade patient outcomes.

We provide an annual flu clinic, TB screening with records that are maintained on the Wisconsin Immunization Records site.

We continue to develop competencies and continuing education in medical and mental health areas.

FY08 HSU Statistics March- July

MD/RN Appts.	Intakes\ Admissions	Prescriptions filled on-site	Onsite Lab Draws	Off-Site Appts.
525/1682/44	176/0	19	179/47	41/150

INMATE COMPLAINT REVIEW SYSTEM

The Inmate Complaint Review System serves the purpose to encourage communication between staff and inmates; explain and clarify policies; allow inmates to raise questions in an orderly fashion; reduce litigation numbers; and to assess the institution climate. In addition to handling complaints, the ICE office in conjunction with the Records office handles the Prisoner Litigation at the institution. The Records office compiles and submits the returns for Writs of Certiorari. The ICE office handles all summons and Complaints and all other miscellaneous cases. At the present time this involves over 60 open cases. The ICE has daily contact with Department of Justice attorneys to coordinate the work on the cases. The ICE office also acts as a liaison between WSPF staff members and DOJ. The ICE has accompanied staff members to Federal Court on the occasions that the case has gone to trial. Below is a summary of the FY07 complaints showing the number of complaints filed at WSPF in FY07.

SUMMARY OF COMPLAINTS AT ICE LEVEL – WSPF FY05

SUBJECT OF COMPLAINT	TOTAL
BCE	0
CLASSIFICATION	198
CORRESPONDENCE & PUBLICATIONS	280
DISCIPLINE	260
DISCRIMINATION	4
FOOD	165
ICRS	158
INMATE ACCOUNTS	132
MEDICAL	366
OTHER	629
PAROLE	18
PERSONAL PHYSICAL CONDITIONS	76
PERSONAL PROPERTY	508
RELIGION	87
RULES	58
STAFF	359
VISITING	77
WORK & SCHOOL PROGRAMS	62
TOTAL FOR WSPF	3463

RECORDS OFFICE

The Wisconsin Secure Program Facility Records Office is responsible for the records of all offenders incarcerated at WSPF. The records office staff consists of an Offender Records Supervisor and an Offender Records Assistant 3.

The records office staff are responsible for numerous functions that affect many areas of the institution. These responsibilities include complex sentence calculations of parole eligibility dates, mandatory release, extended supervision, and maximum discharge dates. Staff is also responsible for calculating and entering court-ordered sentences and sentence modifications into offender records; setting up parole board hearings; recording institutional disciplinary actions and making

appropriate adjustments in the offenders' files and maintaining social service and legal files. The staff schedule and provide record reviews to all offenders. Additionally, record office personnel provide notification to law enforcement and social services agencies of offender status.

The records office staff help coordinate and document all offender movement to and from the institution; including entries and exits, court visits, medical trips and detainer pick-ups. This information is reported daily to Central Office in Madison. Staff members respond to Open Records requests from both offenders and the general public. In addition, they also answer inquiries from the general public regarding legal matters and offender status. Staff also serves warrants, detainers and other legal papers on the offenders.

Records office staff accept service for offenders with ICE accepting service for the Warden. Records also handle inquiries from the Department of Justice and court officials and may represent the institution in court proceedings. Through communication with various other states, this office coordinates extradition under the Agreement of Detainers.

On June 23, 2008, a new computer-based system called the Wisconsin Integrated Computer System, WICS, was implemented. It has had a major impact on the tracking of inmate movement across the state and on how the Records Office staff conducts its daily work practice and recording of information.

WSPF ORGANIZATION

