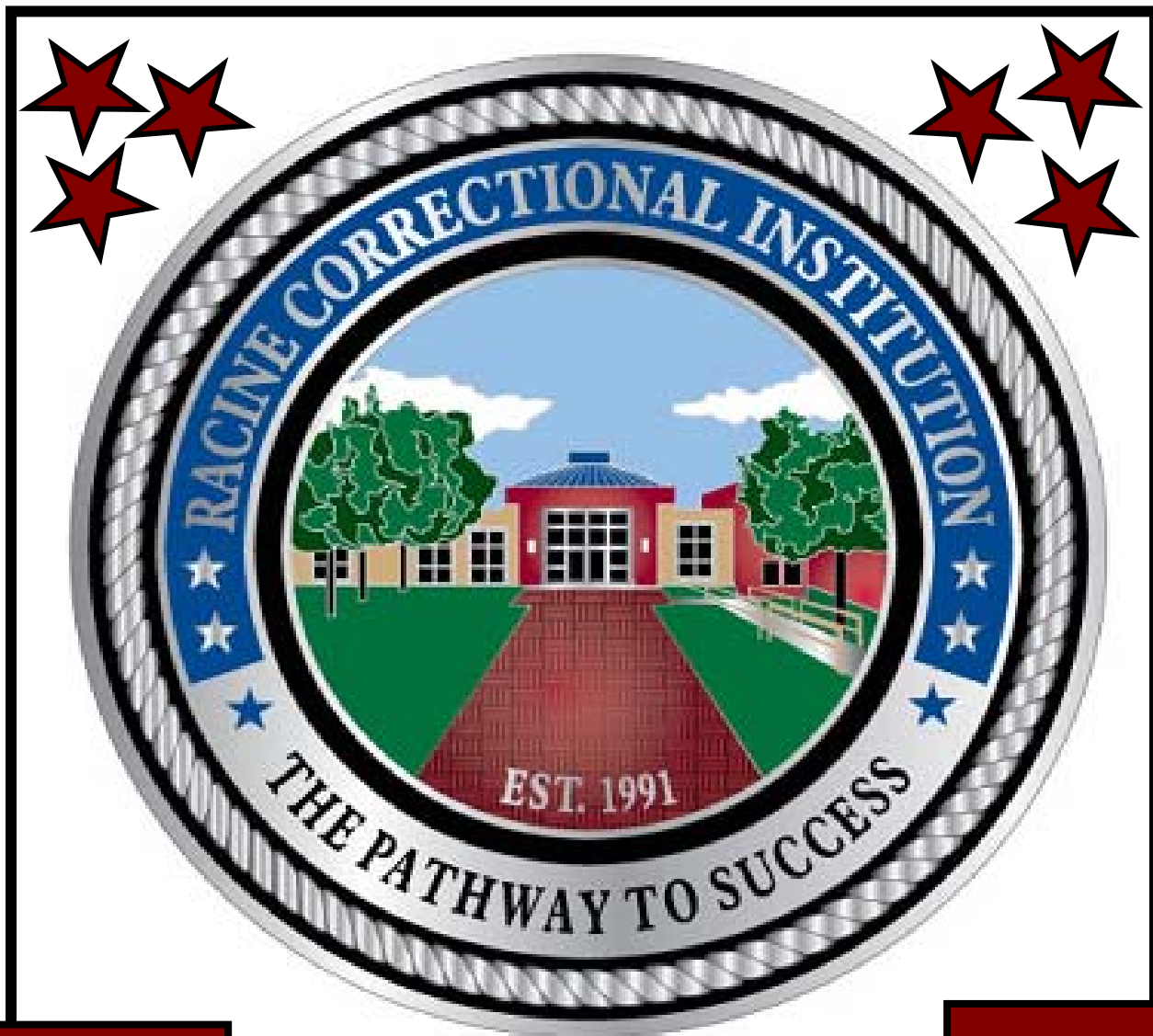


ANNUAL REPORT

FY 2011

07/01/10 - 06/30/11



1991

Celebrating 20 Years

2011

Racine Correctional Institution

Department of Corrections
Division of Adult Institutions

RACINE CORRECTIONAL INSTITUTION
STURTEVANT TRANSITIONAL FACILITY

ANNUAL REPORT FOR FISCAL YEAR 2011

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A Message from Warden John D. Paquin

I see this Annual Report Message as a reflection of my first year as warden at Racine Correctional Institution, as I officially began on July 4th 2010. It has definitely been a year of challenges and change, yet at the same time a year filled with reward and progress.

During the past fiscal year, we have faced financial impossibilities, new DOC and DAI administration, a once in a lifetime snow storm, economic downfall and many new ways of conducting business – both personally and professionally. Yet through it all, the staff at RCI/STF has remained professional, has stepped up to the plate when needed, and has not forgotten our overall mission of keeping Wisconsin safe by running a safe and secure institution.

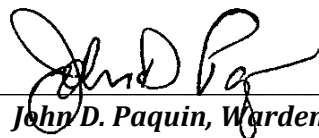
The institution overall is not only clean, but in the past year staff members have focused on the organization and sanitation of all areas of the institution. This has been beneficial not only to the appearance of our facility, but also to a healthier environment for both staff and inmates. This is evident by the significant decline in the amount of health concerns.

Our mission of protecting the public, protecting the staff that works here, protecting the inmates and providing an avenue of positive success and change remained evident throughout this past fiscal year. I am still amazed by how our dedicated staff gave of themselves during our January 2011 snow storm. Many staff put themselves at risk, went above and beyond, and displayed unselfish acts in order to carry out our mission to the community and to the State of Wisconsin.

RCI officially opened its doors 20 years ago in May of 1991. Eleven of the original 148 staff members have worked here since RCI's inception, contributing to the success of the institution and walking the red brick pathway every working day for the past 20 years. Many staff members have come and gone over the years and over 500 currently contribute to the progress of the institution on a daily basis.

Today RCI is one of the most successful, diverse and adaptable institutions in the state, thanks to the dedicated staff members that have walked "The Pathway to Success". I am proud to say that I am associated with the staff at RCI/STF and look forward to another safe and successful year.

Happy 20th Anniversary.


John D. Paquin, Warden

About RCI . . . Fast Facts

RACINE CORRECTIONAL INSTITUTION
JOHN D. PAQUIN, WARDEN

Racine Correctional Institution, which includes the Sturtevant Transitional Facility, is located in Racine County within the Village of Sturtevant.

2019 Wisconsin Street
Sturtevant, WI 53177-1829
Phone: (262) 886-3214
Fax: (262) 886-3514



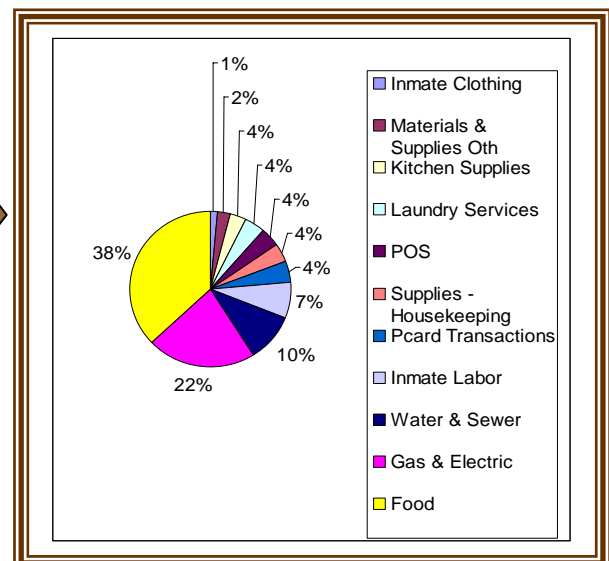
- * **Date Opened:** May 6, 1991
- * **Security Level:** Medium
- * **Operating Capacity:**
RCI-1,021 Males, STF-300 Males
- * **Current Population:**
RCI-1,570, STF-256
- * **Security Staff:** 345 FTE
- * **All Other Staff:** 174 FTE
- * **Inmate to Staff Ratio:** 3.5 inmates for every staff member
- * **Number of Acres:** 123.7
- * **Operating Budget FY11:** \$41,355,801.06

RCI/STF collected the following obligations during FY11:

- Institution Restitution: \$ 6,264.27
- Child Support: \$45,661.32
- Victim Witness Surcharge/DNA: \$58,436.15
- Medical Co-Pay: \$19,912.50
- Court Ordered Costs and Fines: \$29,346.23

SUPPLIES & SERVICES

Inmate Clothing	84,005.46
Materials & Supplies, Other	140,253.83
Kitchen Supplies	206,571.09
Laundry Services	234,436.87
Purchase of Service	234,659.18
Housekeeping Supplies	235,195.26
Purchasing Card Transactions	257,554.73
Inmate Labor	433,695.88
Water & Sewer	594,804.90
Gas & Electric	1,294,316.34
Food	2,172,410.37
TOTAL	\$5,887,903.91



HISTORIC NOTES . . .

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

Mission Statement

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

A Few Highlights . . . FY 2011



- ✱ **August 2010:** A School Supplies Drive was initiated by RCI's Belle Venture School OOA. School supplies, as well as monetary donations, were collected for the "HALO" homeless shelter in Racine.
- ✱ **September 2010:** RCI opened its brand new food service facility.
- ✱ **October 2010:** A Health & Financial Fair was held for staff, with 28 vendors participating. The Vocational Kitchen offered a lunch special, and vendors donated door prizes to be raffled off to staff. The Employee Services Committee held a bake sale during the fair.
- ✱ **October 2010:** RCI staff participated in the DOC Campaign to collect "Cell Phones for Safety." Phones collected were donated to the Racine Women's Resource Center to use as "911" phones.
- ✱ **November 2010:** A United Way Bake Sale was held to raise money for United Way and make people aware of the program and how the money is used to help others. A representative from United Way was present to answer questions and provide information regarding payroll deductions for the program.
- ✱ **December 2010:** The Health & Safety Committee and Employee Services Committee sponsored a Holiday Pot Luck Luncheon in the Visiting Room.
- ✱ **December 2010:** The Victims' Rights Committee sponsored a Bowling Event for staff to participate in, including pizza and raffles.



- ✱ **January 2011:** RCI, as well as the entire area, was hit with a severe snowstorm resulting in more than 23" of snow and up to 50 mph winds. Many staff members went "above and beyond" to make it to the institution and carry out tasks as assigned.
- ✱ **February 2011:** Staff members participated in the annual Polar Plunge to benefit Special Olympics, braving the cold waters of Lake Andrea in Kenosha County.

- ✦ **February 2011:** Special programs/events were held in recognition of Black History Month, involving staff, volunteers and inmates. Inmates participated with poetry reading and skits, with the inmate choir providing music.
- ✦ **April 2011:** The Health & Safety Committee sponsored a “Tennis Shoe Drive.” Over 360 pairs of tennis shoes were donated by RCI staff, to be recycled into playground mats.
- ✦ **April 2011:** Inmates participated in programs to “give back” in honor of National Crime Victims’ Rights Week.
- ✦ **May 2011:** Correctional Employee Week was celebrated with all staff invited to participate in a Years of Service Ceremony, Picnic Style Cook-Out or Build-a-Sub Meal, Ice Cream Social, and Cinnamon Roll Breakfast. These events were sponsored by Administrative Staff.
- ✦ **Blood Drives** sponsored by the Blood Center of Wisconsin were held twice during the year, as staff generously donated to help others.



Employee Services Program Display



United Way Bake Sale



Correctional Employee Week



Community Relations Board

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

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

CURRENT MEMBERS OF THE RCI COMMUNITY RELATIONS BOARD AND THEIR AFFILIATIONS



- CHRISTINE APPLE, PH.D.
DEPUTY WARDEN, RACINE CORRECTIONAL INSTITUTION
- LISA AVILA
SUPERINTENDENT, STURTEVANT TRANSITIONAL FACILITY
- HUBERT BRAUN
CHAIRPERSON, COMMUNITY REPRESENTATIVE
- GARY BUBLITZ
COMMUNITY REPRESENTATIVE
- MARILYNN DITTLOF
BOARD SECRETARY, COMMUNITY REPRESENTATIVE
- STEVE JANSEN
PRESIDENT, STURTEVANT VILLAGE BOARD
- JERROLD KLINKOSH
COMMUNITY REPRESENTATIVE
- SEAN M. MARSCHKE
CHIEF OF POLICE, VILLAGE OF STURTEVANT
- JOHN D. PAQUIN
WARDEN, RACINE CORRECTIONAL INSTITUTION

BELLE VENTURE SCHOOL



There is a positive correlation between the educational gains of offenders while incarcerated and their success upon returning to the community. The dedicated staff of Belle Venture School contributes to public safety by providing educational programs designed to reduce recidivism by providing inmates the opportunity to become life long learners. At Belle Venture School, we offer two shifts of classes, which offer enrollment opportunities to inmates who work part-time or attend programming. Enrollment averages 375 students. Most inmates are enrolled part-time and vocational students are enrolled full-time. The core programming - Adult Basic Education and Vocational Programs - anchors several more initiatives designed to meet the diverse needs of the prison population.

The MATC College of the Air program (funded through the Incarcerated Individual Program) offered post-secondary opportunities to those students who qualified. These courses are equivalent to the general education/liberal arts and sciences requirements for freshmen and sophomores enrolled in many bachelor degree programs at four-year colleges and universities. College Algebra is a class offered for credit through Gateway Technical College.

Adult Basic Education (ABE) concentrates on improving math and reading skills. This curriculum is designed to assist inmates in reaching the math and reading levels needed for enrollment into primary programs. At Belle Venture School, the ABLES class (Adults Building Literacy and Everyday Skills) is offered to meet the needs of low functioning students. This curriculum promotes community living literacy by teaching low functioning inmates the basics of Financial Literacy, Wellness, and Study Skills.

English Language Learners (ELL) demands remain high at RCI. Belle Venture School has three bilingual teachers, two for ABE and one for Math. Six class periods per day are assigned to ELL instruction. RCI uses Spanish GED instructional materials and provides GED testing in Spanish. The bilingual Math instructor also provides valuable instruction in two languages.

High School Equivalency Diploma (HSED) classes prepare adult students to acquire a High School Equivalency Diploma credential that demonstrates attainment of knowledge and skills equivalent to a high school program of study. To earn an HSED, students must have or acquire the skills necessary to pass the five subtests in English, Math, Social Studies, Science and Writing, and are required to successfully complete Health, Civics, and Employability Skills courses as well.

5.09 is an alternative, competency-based curriculum that enables a student with learning difficulties to earn a High School Equivalency Diploma. To be considered for the program the student must have a 6th grade reading and Math level, as determined on the TABE test.

Literacy Lab is designed to help approximately eighty inmates learn how to read, write, and do multi-step math word problems, which are important skills needed for obtaining a high school equivalency diploma and competing for existing jobs. Illiterate students learn how to read and develop sentence awareness while using Rosetta Stone and Reading Horizons programs. The Plato system is a comprehensive learning program that teaches basic skills and higher order thinking skills to students who are ready to go for their high school equivalency diploma and read above a third grade reading level. Access 21st Century and GED 21st Century programs are loaded with skills that help more advanced students fine tune their knowledge before taking a GED test in reading, writing, math, science, and social studies. Most of these programs use diagnostic tools to set up and manage individualized learning tasks. They also provide immediate feedback, performance reviews, and performance summaries.

Sturtevant Transitional Facility Services: The staff of Belle Venture School at RCI continues to provide education opportunities for inmates at STF. Inmates have the opportunity to continue work on their GED classes and take the practice test as well as the official GED test.

Vocational Program and Apprenticeship: Culinary Arts and Custodial Services are the vocational programs offered at Belle Venture School. Twelve to fifteen students are enrolled in the Culinary Arts program at any one time. We currently have four students working in the apprenticeship program. The Culinary Arts program continues as a partnership with the Bureau of Apprenticeship Standards. Students that graduate from the Culinary Arts program have an opportunity to enter the Restaurant Cook Apprenticeship.

The Custodial Services Program began at RCI in 2010. Each year the program will graduate between 30–40 students. When students graduate from the Custodial Services Program they will be awarded a certificate to show future employers the skills and abilities they obtained by participating in the program. The Custodial Services Program works jointly with the Department of Workforce Development offering the students an opportunity to earn an Apprenticeship Certificate issued by the DWD.

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



Graduation ceremonies are held twice per year to honor the HSED/GED and Vocational graduates. The ceremony includes Pomp and Circumstance, student speakers, guest speakers, music and a reception prepared by the Culinary Arts program. Graduates may invite family members to attend and have their photos taken with their loved ones. In FY11, seventy-four inmates earned their GED/HSED, and thirty-five inmates completed our vocational programs.

Guidance and Counseling is available to all inmates. In addition to educational guidance and counseling, the Guidance Counselor's office provides a variety of services to include administering GED tests; overseeing the administering of TABE tests to all inmates entering academic programs; reviewing education files; creating appropriate school schedules for all students; responding to school related interview requests; and coordinating correspondence and IIP classes.

Correspondence Courses are available to inmates who wish to gain further education. Working with the Guidance Counselor and Education Director, inmates can enroll in approved courses through UW-Platteville, Ohio State, LSU, Penn Foster and other accredited programs. These courses give inmates the opportunity to receive college credits towards certificate programs, diplomas, or degree programs.

Parenting classes are ongoing and focus on specific age groups of children. Specific topics covered are communication, discipline, and development appropriate for children ages 0-18; additionally, issues regarding prenatal care, health, child support, reunification with the family, sexuality, drug use, and violence in the family are covered.

Fatheread is a program that provides an exploration of quality children's literature along with methods of expanding the experience of reading with a child. In this class, which runs approximately six weeks per session, inmates read books and then create related writings and activities to correlate with the readings. As a final activity, the inmate can be videotaped reading a book to his child and the book and DVD are then sent to the child.

Wisconsin Institutions Literacy Council: The DOC tutor training program remains very active at Racine Correctional Institution. The training is offered twice per year to prepare inmates to support the

curricula in most classes, including ABE, HSED, and ELL. On average, Belle Venture School employed twenty-two tutors per month, averaging 1,200 hours of tutoring per month. In addition to the forty-hour training offered, each tutor participates in Diversity Circles to learn about the value of cultural diversity.

FOCUS ON REENTRY



To support the Reentry initiative, the **Employment Resource Center (ERC)**, located in the Education Department, developed additional programming and enhanced the services it provides to assist individuals with their pre-release preparation. Competencies in pre-release curriculum modules one through nine can be completed in the ERC by attending workshops and classes. Module ten is transitional preparation that inmates address with their social worker and agent of record four to six months prior to release.

It was determined that the inmates were deriving little benefit and received little benefit from the self study approach to Reentry. To address this deficit the ERC went to a seminar/workshop approach to completing the modules. All competencies for each module are done during the seminar time. Seminars run from two to ten days depending on the module. It was found that this method increased student interaction with the material and enhanced learning.

Another change undertaken by Reentry was to go to an MR based approach to assigning inmates to a Reentry class rather than who signed up first. It was thought this method was more in line with the DOC mission of providing inmates who were closest to the “street” the services that they needed. In order to facilitate this change the Reentry database was redone to include MR dates. When a class is created, those with the earliest date to release are offered the class first.

The ERC is also offering evening Reentry classes for inmates who have a job, school, or program conflict that prevents them from participating in daytime Reentry. Currently we are only offering Employability, but anticipate adding other modules as inmate demand dictates.

Reentry at RCI is also developing a way to standardize and systematize the completion of Module Three. A series of three workshops has been proposed to help with the process. Inmates who will be releasing from RCI will be identified seven months out and Module Ten completion will begin then, with the goal that all inmates released from RCI will have all Module Ten competencies completed.

As the economy and budget cuts have affected the finances of our community partners and outside presenters, the number of offerings has declined over the past year. However, as is evidenced by this list, RCI still provides a robust array of potential life changing classes.

- **CPR/AED/First Aid** is provided to inmates to help them complete Module One, Competency Five for Reentry. Inmates pay \$7.50, which provides the books and the cards for certification. An Education Department staff member was trained and certified to provide this training locally and the staff member also assists with training RCI staff on training days. This class is very popular and has an extensive waiting list.
- **Victim Impact** is a powerful presentation by a community volunteer whose daughter remains missing. The workshop discusses the impact of crime on victims and their families. This two hour workshop has been showcased by local NBC affiliate Channel 4 in a news story about the crime and the volunteer’s non-profit organization, the Broken Wings Network.
- **Health Care** is offered through a community partnership with the Aids Resource Center, where a volunteer addresses AIDS, STD’s and personal self-care. Additionally, we have partnered with the Sixteenth Street Health Community Center of Milwaukee which provides the same services to Hispanic speaking inmates.

- **Masculinity** is a workshop that encourages men to identify their sex and gender biases and to explore/examine how these assumptions may lead to violence against women. This workshop is skillfully facilitated by volunteers with LSS.
- **Nurturing Fathers** is a class offered by a volunteer one time a week for eight weeks and teaches simple basics of child support and how to become a more nurturing father.
- **Within My Reach** involves eight two-hour sessions addressing relationships and the conflict within relationships. This program is offered through a community partnership with the Center for Self-Sufficiency.
- **Money Management** is a key component of reintegration. Topics studied include banking terminology, budgeting, federal consumer protection laws, savings & checking accounts, loans & credit cards, protection from shady business practices & identity theft, investing and general consumer information. This class continues to be very popular.
- **Community Advocates** is a presentation given by Community Advocates of Milwaukee. It is a two-hour class filled with information about housing rentals. It addresses leases, rental agreements and financial obligations as well as budgeting, written and verbal landlord tenant interactions, and some legal aspects of renting. The class gives valuable tips about what to look for before you rent, what to look for when looking at an apartment or house, and what to do when leaving a lease or rental property.
- **Resources for Release** is a two-hour presentation discussing the obstacles, stigmas and barriers that released inmates will encounter during the post release job search. This presenter knows what he is talking about as this was his journey. He brings first hand knowledge of the construction trades and how to apply for an apprenticeship and training through the union.

LIBRARY SERVICES

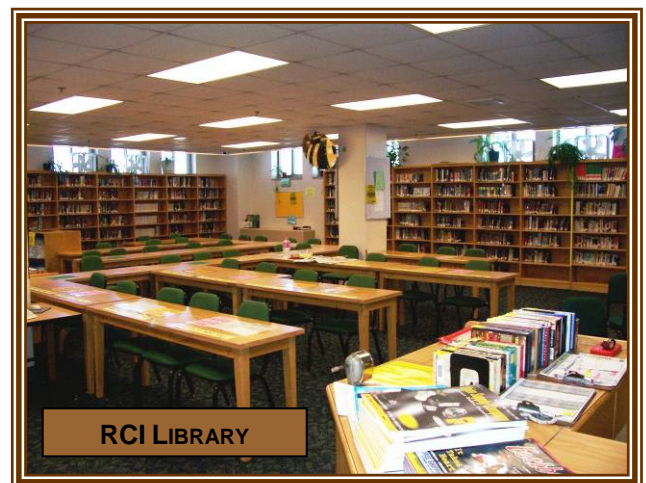


The RCI library, recognized as the number one prison library in the country (Home Online Universities Blog, 2010), is an extremely busy library with many valuable services offered daily. Library visits this year averaged 3,380 per month. Services include photocopies, inter-library loan service, notary, typewriters and a large collection consisting of fiction, nonfiction, reference materials and specialized collections such as large print, audio, and Spanish language books. Our monthly circulation averaged

4,580. Mind challenges are offered weekly and standard tax forms, booklets and instructions are available for staff and inmates.

Our law library has ten computer stations with closed network access of the law database LexisNexis. This provides inmates with a user-friendly database of law materials which eliminated the need for many print subscriptions. The few materials not available through the printed and electronic law resources are made available via inter-library loan. Attendance in our law library averaged 100 inmates per month.

The segregation library and Sturtevant Transitional Facility libraries are updated regularly with both donated and purchased paperback books. In addition, computerized access of the closed network LexisNexis system is available at both libraries.



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

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



STATISTICS FOR HEALTH CARE SERVICES PROVIDED

Provider	RCI No. of Contacts	STF No. of Contacts
Physician	2971	1284
Nurse Practitioner	1794	n/a
X-Rays	551	90
Dental	3057	509
Psychiatrist	2755	476
Optometrist	334	13
Off-Site Visits (Not UW-Hosp)	374	33
Off-Site Visits – UW-Hosp	657	9
RN Sick Call/Appointments	98827	5955
Total	111,320	8,369

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

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

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

Employees also take advantage of programs outside of the institution. These include conferences, meetings, workshops, seminars and classes. Some of the programs attended in FY11 included Crisis Negotiations, National Incident Management System & Incident Command System, Gang Crime Seminars, Disaster Management and Adult Literacy Conference.

EMPLOYEE SERVICES PROGRAM



The Employee Services Program (ESP) serves to provide information and referral service for RCI employees and their families who may be experiencing financial, marital, alcohol and/or other drug abuse or other personal crisis. Ten staff members, representing almost all departments within the institution (from all three shifts), are available to function as peer supporters. Peer Supporters are trained to link employees in need with appropriate resources.

The Department has contracted with “Deer Oaks” professional services as a valuable resource, offering a 24-hour helpline, professional assessment and goal-oriented problem solving for challenging situations.

The ESP oversees Critical Incident Stress Debriefing (CISD). The purpose and goal of this program is to provide prompt and affirmative intervention to employees who experience job-related incidents with the potential of producing sudden psychological trauma. The trauma could be sufficient enough to jeopardize an employee’s performance on the job and/or well being in other areas of life.

Critical incident stress results from “exposure to or involvement in an event that is outside the range of usual human experience that would be markedly distressing to almost anyone,” such as:

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

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

HEALTH AND SAFETY

Per a Department of Corrections directive, each institution must have a Health and Safety Committee. Its responsibilities include: safety inspections, accident reviews, safety-related incident reviews, promotion of health and safety awareness, and attendance at health and safety meetings. In FY11 the Health and Safety Committee hosted blood drives and provided a variety of training to institution staff on health and safety topics. In addition, they sponsored a Health & Financial Fair for staff, with 28 vendors participating.



LABOR RELATIONS

Wisconsin State Employees Union (WSEU) Council 24 represents 442 staff members. The bargaining units and number of positions in each are listed below.

Administrative Support (AS) Local 3777	31 positions
Blue Collar (BC) Local 3777	30 positions
Professional Social Services (PSS) Local 2748	48 positions
Security and Public Safety (SPS) Local 3777	328 positions
Technical (T) Local 3777	5 positions

Other union affiliations and number of positions are:

Electrician (430)	1 position
Service Employees International Union (SEIU)	13 positions
Wisconsin Education Association Council (WEAC)	16 positions

RCI has a total of 519 positions (including vacancies)

Inmate Complaint Review System

The Wisconsin Department of Corrections provides inmates with the necessary resources to address their grievances. RCI/STF staff works proactively with inmates to utilize informal, effective methods of resolution, for an amenable outcome and overall positive institution climate.

Inmates are directed to follow chain-of-command, which further expedites the Inmate Complaint process. As a result, complaints have continued to decline significantly each year since 2004.

Inmate Complaint Tracking System

Subject of Complaint	RCI		STF	
	Number of Complaints	Percentage	Number of Complaints	Percentage
Bureau of Correctional Enterprises	0	0%	0	0%
Classification	0	0%	0	0%
Correspondence & Publications	19	6.6%	1	4.8%
Dental	1	0.3%	0	0%
Discipline	28	9.9%	1	4.8%
Discrimination	1	0.3%	0	0%
Food	2	0.7%	0	0%
HIPAA	1	0.3%	0	0%
Inmate Accounts	5	1.8%	0	0%
Inmate Complaint Review System	4	1.4%	0	0%
Inmate Sexual Misconduct	1	0.3%	0	0%
Medical	34	12%	3	14.3%
Mental Health	0	0%	0	0%
Other	26	9.2%	0	0%
Parole	0	0%	0	0%
Personal Physical Conditions	7	2.5%	1	4.8%
Personal Property	97	34.2%	10	47.5%
Religion	0	0%	0	0%
Rules	2	0.7%	0	0%
Staff	32	11.3%	2	9.5%
Staff Misconduct	2	0.7%	0	0%
Staff Sexual Misconduct	0	0%	0	0%
Visiting	9	3.2%	1	4.8%
Work and School Programs	13	4.6%	2	9.5%

Complaint Dispositions	RCI		STF	
	Number of Complaints	Percentage	Number of Complaints	Percentage
Affirmed	20	8.1%	2	10%
Dismissed	152	61.5%	11	55%
Informally Resolved	0	0%	0	0%
Rejected	75	30.4%	7	35%
Withdrawn	0	0%	0	0%

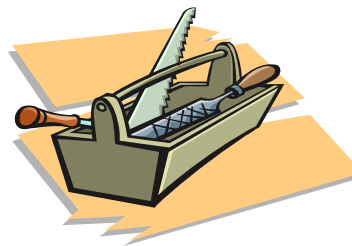
Management Services provides major supportive services to the entire institution, RCI/STF. Management Services includes Business Administration (including management of the operating budget), Business Office operations (including Inmate Accounts, Accounts Payable, Purchasing, Stores, Clothing, Canteen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

● BUILDINGS AND GROUNDS (MAINTENANCE) DEPARTMENT

The Maintenance Department was very industrious. This year Racine Correctional Institution celebrated its 20th Anniversary. This kept the department occupied with “sprucing up” the institution, especially the landscaping throughout and in particular the construction sight around the new Food Production Facility.

Completed Work Orders

- 2,788 preventive maintenance work orders
- 5,689 recorded work orders



Accomplishments:

- ◀ Performed various painting of areas.
- ◀ Brought the new Food Production Facility on line.
- ◀ Restored the institution garden and integrated it into the Vocational Food Service Program and the Food Production Facility.
- ◀ Renovated “Racine Correctional Institution” and “Warden” signs and the surrounding flower bed.
- ◀ Replaced 500 HP boiler #3 in the Power Plant.
- ◀ Secured all beds, lockers & desks to the floor and wall at Sturtevant Transitional Facility.
- ◀ Installed extra bleacher seating in the gymnasium.
- ◀ Installed a new floor and basketball court in the gymnasium.
- ◀ Replaced damaged fencing and upgraded gate closers on the recreation field perimeter fence to detention grade.
- ◀ Created “THE PATHWAY TO SUCCESS” sign.
- ◀ Constructed and installed Sturtevant Transitional Facility A-Pod dayroom officer station.
- ◀ Started renovation/demolition of the old food production area.

● BUSINESS OFFICE

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

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

The Business Office processed the following:

- 4,875 checks requested by inmates.
- 780 purchase requests for institutional purchases.
- Paid/processed 2,017 invoices; journal, deposit and travel vouchers during the fiscal year.
- The increased use of purchasing cards resulted in a reduction of direct billing. Purchasing card totals equaled \$351,773.89.

● FOOD SERVICE DEPARTMENT

The STF kitchen operates semi-independently with supplies and support from RCI to feed their population of 300 inmates. Menus and special diets are the same as RCI, which saves money in purchasing. Many of the Food Service Leaders have been cross-trained to work at both facilities.

RCI's Food Service production area was moved into our new kitchen on Sept 23, 2010. The transition has gone smoothly. RCI's new bakery area enables us to make bread, buns, etc. for both RCI and STF, which is much less costly than purchasing those items. We are looking into the feasibility of making the bakery items for RYOCF as well. All of the new cold storage space is wonderful and the new freezer space allows us to save even more money on bulk opportunity buys.



Accomplishments:

- Food service is no longer a 24-hour a day operation; we are now open 16 hours per day, 7 days per week with third shift no longer needed.
- Food Service produced, delivered and served 1,818,307 meals at RCI and 293,319 at STF for a total of 2,125,971 meals.

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

● WAREHOUSE (STORES), CANTEEN AND CLOTHING/LAUNDRY

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

Shipping packages out of the institution is accomplished by utilizing UPS and Spee-Dee delivery service. The process gives us current shipping costs immediately, which has decreased our need to correct shipping costs charged to inmates and has decreased the number of corrections needed of incorrect addresses.

Canteen processed an average of 725 inmate orders per week with sales for FY11 totaling over \$1,049,160.45.

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



CHAPLAIN SERVICES

RCI is extremely fortunate to have the services of many committed volunteers to assist in providing a variety of services to inmates. The time and effort they donate is greatly appreciated. Without volunteers, RCI would not have the ability to offer the diverse programs we have today.

During FY 2011:

Religious Volunteer Visits:	2,593
Hours of Volunteer Service Provided:	7,623
Total Attendance by Inmates:	51,669
Total Hours of Participation by Inmates:	64,788
Donated Greeting Cards Distributed:	12,663
Pastoral Visits:	509
Total of Inmate Pastoral Visits:	859

(There were 82 Special Events held, with a total of 4,785 inmates participating)

In spite of the economic crisis over the last year, many of our volunteers increased their service to the institution. This in turn resulted in more volunteer hours offered for the inmates, allowing us to provide more quality programming to meet their religious needs.

Religious Programming Offered

After Prison Fellowship	Hispanic Bible Study	Morning Prayer/Study Wednesday
Alcoholics Anonymous Wednesday	Hispanic Choir Practice Tuesday	Morning Prayer/Study Thursday
Alcoholics Anonymous Thursday	Hispanic Choir Practice Wednesday	Morning Prayer/Study Friday
Apostolic Faith Bible Study Wednesday	Hispanic Choir Practice Thursday	Musicians Rehearsal
Apostolic Faith Bible Study Thursday	Hispanic Choir Practice Saturday	Muslim Jumu'ah Service
Biblical Foundations Study	In Prison Community Bible Study	Muslim Religious Study
Buddhist Service	Islamic Seminar	Native American Drum Practice
Catholic Bible Study	Jehovah Witness English	Native American Pipe & Drum
Catholic Mass	Jehovah Witness Spanish	Native American Sweat Lodge
Chapel Religious Media	Jewish Service ALEPH Visitations	Prison Fellowship
Chapel Religious Library	Jewish Service Feast	Prison Fellowship Apologetics
Chapel Religious Sign-up	Jewish Service Cheshvah	Protestant Sunday School
Choir Rehearsal Tuesday	Jewish Service Purim	Protestant Worship
Choir Rehearsal Thursday	Keys to the Kingdom Study	Seek and Find Bible Study
Choir Rehearsal Friday	Lion of Judah	Spiritual Foundations (AODA)
Christian Bible Study	Marriage Seminar	Taleem
Dr. Stampley Bible Study	Morning Prayer/Study Monday	Wiccan / Pagan Service
Heritage Family Study	Morning Prayer/Study Tuesday	

RECREATION

Activities continue to grow within the Recreation Department. Always on the lookout for additional new, different and competitive recreational opportunities, Recreation staff introduced a few events to keep inmate interest and participation as high as possible.

Charity Events . . .

Periodically, throughout the year, the Recreation Department holds special events for the purpose of charitable donations. This year, \$1,500 was raised for local charities. These events may vary from year to year, but the good that the donations do for the beneficiaries is immeasurable.

Some of the charitable events the Recreation Department held this year were:

- ★ Inmate Groups Performing in Musical Concerts
- ★ Charity Haircut Events
- ★ Inmate All-Star Basketball Games
- ★ Country Jam Music Concert



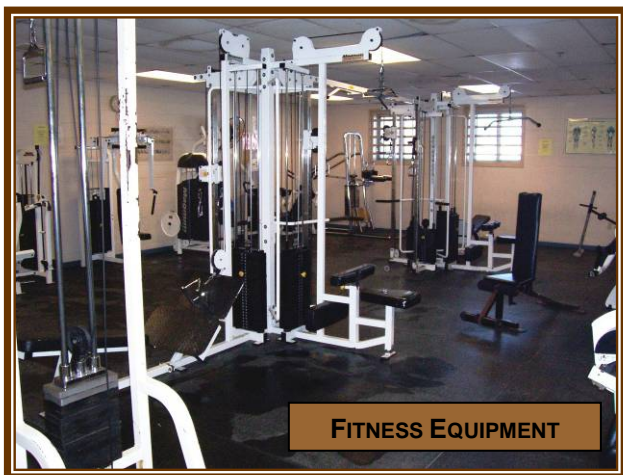
Beneficiaries of the charity events included:

- ★ Toys for Tots
- ★ Racine Rescue Mission Food Bank
- ★ Susan B. Komen Foundation for Breast Cancer Research
- ★ Natural Wildlife Federation
- ★ Racine Women's Resource Center
- ★ Birds of a Feather

Recreation Staff has been given the responsibility of overseeing the Teddy Bear Program, which is implemented by Charity Craft personnel. A Recreation Leader is assigned to oversee the needs of the program and secure fabric, fur, bear stuffing, yarn and miscellaneous odds and ends that is provided by donations, as well as handling the occasional purchases necessary to make the program a success.

Fitness Programs . . .

Cardio-Fitness Exercise Program . . .



The Cardio-Fitness Exercise Program was introduced in 2003 and has been revamped and reconfigured several times over the years. None-the-less, it continues to have massive appeal among the inmate population. Its popularity is not limited to inmates at RCI, as other institutions have inquired about how they can get a similar program started at their institution. The basis of our program is relatively simple; in a closely monitored class-like setting, led by an inmate working for the Recreation Department, inmates participate in organized cardio exercises that provide them the opportunity to gain better overall health through vigorous physical exercise. Each man's progress is recorded and tracked so he can monitor his own progress during the course of his individual program.

Fleet Feet for Fitness . . .

The 75 member Fleet Feet for Fitness Run/Walk Club gives inmates an opportunity to walk or run their way to better health during a normal six-month membership period. During this time, provided the rules of membership are not violated, members may use the running track at any time during the day or evening as long as the track is open. Of course, rule violations are quickly dealt with. Sanctions are imposed for rule violations as well as DOC 303 Code violations. Members, operating on an "honor" system, are required to record a minimum amount of mileage each week, which gets turned in to the Recreation Office. Membership also requires members to participate in activities deemed necessary by Recreation Staff, such as the Aids Walk benefit.



Holiday Events . . .

In addition to intramural competitions, the Recreation Department staff provides special sporting competitions in celebration of various holidays. This year, the Recreation staff has provided the following events billed as “Special” or “Holiday Events”:

- **Bingo**
- **Musical Concerts**
- **Soccer Tournament**
- **Special Haircuts for Charity**
- **Country Jam Concerts**
- **Soccer Tournament**

Special Events & Activities

- **Softball Tournament**
- **Horseshoe Tournaments**
- **Renegade Handball**
- **Renegade Volleyball**
- **Snack Bag Sale**

Sports . . .

The regularly scheduled intramural sports presented new challenges for spirited competition among inmate teams that registered to compete. Recreation staff proudly provides the following activities as intramural competitions:

- ▶ **Soccer**
- ▶ **Basketball**
(no age restriction)
- ▶ **35+ Basketball**
(for men 35 years & older)



- ▶ **Handball (singles)**
- ▶ **Handball (doubles)**
- ▶ **Softball – 12”**
- ▶ **Indoor Volleyball**
(6-man teams)

In 2009 outdoor volleyball became a memory when the outdoor courts were closed off due to the construction of the new kitchen facility. After the completion of the new kitchen in 2010, plans began for identifying an area for a new set of outdoor volleyball courts.

Other . . .

The Recreation Department operates a fully equipped, three-chair barbershop where inmate barbers cut inmates’ hair seven days each week. Done by appointment only, inmates must schedule their cut at least 24 hours in advance and must be properly attired when they arrive or risk losing their privilege for a thirty-day period.

The RCI Recreation staff also provides recreation opportunities, equipment and programming for the Sturtevant Transitional Facility. STF is a 300-bed facility on RCI grounds, housing minimum and medium security inmates.



STUDENT INTERNSHIP PROGRAM

RCI is committed to collaborating with colleges and universities to provide meaningful learning opportunities for student interns. The intern will experience the vast complexities of the Department of Corrections as it relates to policies and procedures, security, treatment, and classification of offenders. Internships are available at RCI in the areas of Social Work, Education and Psychological Services.

The student that participates in the intern program may benefit by:

- developing individualized and specific areas to experience;
- obtaining mentorship from an experienced Corrections professional;
- working with a multi-discipline professional staff.

VOLUNTEERS

Racine Correctional Institution currently has a roster of approximately 140 volunteers, with more than eighty of them being long-term volunteers. These dedicated community members provide services to:



- Alcoholics Anonymous
- Charity Crafts
- Education
- Narcotics Anonymous
- Recreation
- Religious Services
- St. Rose Family Re-Unification Project
- Reentry

Volunteers provide religious, social service, and education services for RCI. While some may only be able to provide a few hours of service each year, many provide services several hours each week. No matter what the amount, their services are extremely valuable.

All new volunteers are given an orientation to the institution and DOC policies and procedures. All new and ongoing volunteers also receive mandatory training in PREA (Prison Rape Elimination Act).

ANGER MANAGEMENT GROUP INTERVENTION PROGRAM

The Anger Management Group Intervention Program provides participants with tools to effectively manage anger.

The goals of the Anger Management Program are:

- To provide group intervention to assist inmates in increasing their ability to deal with anger appropriately.
- To provide group counseling for inmates that focuses on inmate responsibility for violent behavior, and development of skills and techniques for the prevention of violence.
- To provide inmates with educational information regarding Anger Management and Impulse Control.
- The ultimate goal of Anger Management groups is to protect the community from criminal behavior by reducing the inmate's risk of reoffending.

The core elements of the Anger Management Program Include:

- Personal responsibility
- Recognizing the bodily signals and behaviors of anger

- Identifying levels of anger
- Learning to use an anger journal to identify signals and behaviors
- Communication Skills (convincing, negotiating, asking for help, making a complaint, giving and receiving positive/negative feedback, handling criticism and provocation)
- Using time out as a tool for controlling inappropriate anger responses
- Alternatives to violence
- Conflict resolution skills
- Dealing with the effects of alcohol and other drugs upon anger
- Identifying feelings and learning to communicate about them
- Becoming assertive instead of being non-assertive or aggressive
- Identifying and reducing the stress in your life

The Anger Management Group Intervention Program is facilitated by institution Social Workers during twelve two-hour group sessions.

Enrolled: 79 Completed: 59

CAGE YOUR RAGE

WAUKESHA UNIT

An Inmate's Guide to Anger Control

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

This four-week program helps inmates recognize their angry feelings, learn their causes, and deal with them in a new way - a responsible way - probably not the way they learned to deal with them in the past.

- The program utilizes a workbook in conjunction with audio/visual materials, class discussion, and additional resources for in-cell study. Participants learn to identify emotional, physical, and cognitive triggers of anger and aggression. Active practical alternatives to aggressive behavior - conflict resolution, relaxation techniques, positive expression of aggression, and self de-escalation - are explored. Communication skills are stressed.
- Cage Your Rage is facilitated by Psychological Services and is specifically designed to provide programming for those housed in Segregation. Four inmates participate in each cycle.
- The program was resumed on 2/4/09 following a six-month hiatus due to staff shortage.

Enrolled: 9 Completed: 8

COGNITIVE GROUP INTERVENTIONS PROGRAM (CGIP)

WASHINGTON UNIT

Phase 1 & 2

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

Enrolled: 60 Completed: 53

COPING SKILLS GROUP

WAUKESHA UNIT

- The Coping Skills Group was introduced to the unit 9/30/2009. This eight-week program focuses on helping the inmate develop healthier, more effective coping strategies to calm his internal emotional state.
- The inmate is expected to benefit in one or more of the following ways: lowering subjective stress level (e.g., decreased anxiety/depressive symptoms); improving quality of sleep; increasing frustration tolerance; and improving overall physical and emotional well-being.
- The areas covered include: awareness of behavior (thinking cycle); anxiety; frustration; coping with loss (stages of grief); goal-setting; anger; identifying and correcting thought distortions; assertiveness and communication styles.
- Relaxation and coping skills are introduced in a group environment; however goal is for the inmate to be able to utilize these techniques on his own (e.g., mindfulness and deep breathing exercises; positive self-talk; progressive and passive muscle relaxation; imagery and relaxation techniques).
- Four inmates participate in each cycle.

Enrolled: 8

Completed: 7

DEPRESSION AND ANXIETY GROUP

Depression and Anxiety Group is for inmates with identified mental health concerns in the General Population at RCI. It is a three-to-four month program facilitated by Psychological Services. The group focuses on helping the participant identify and heal psychological symptoms of depression, anxiety, and other psychological maladies.

12 Participants per Group – Offered Continuously

DOMESTIC VIOLENCE

OZAUKEE UNIT

Inmates examine their pattern of problematic behavior in domestic relationships and develop strategies to deal with them more effectively. Domestic Violence is a six-month program facilitated by unit Social Workers. Inmates participate in a clinical evaluation to determine their level of readiness and appropriateness for treatment. Only appropriate inmates are accepted into the program. The program meets once a week for a minimum of 26 weeks. There are approximately fifteen inmates in a group.

The program has psycho-educational and process components. Each inmate will be presented information on topics including: impact of violence on women and children; cycle of violence; power and control; rational and irrational thoughts; core beliefs that lead to violence; methods to challenge and change the core beliefs; relapse prevention; and components of a healthy relationship. Written and reading homework is given on a weekly basis. The program requires maintaining a journal and writing an autobiography. Each inmate will have the opportunity to process this material in group and apply it to his life. During the process of the group at least two evaluations are performed, one at about the seventh session and one upon completion.

Session One: 15 Enrolled

13 Completed

Session Two: 15 Enrolled

15 Remain (currently in session)

EARNED RELEASE PROGRAM (ERP)

DANE UNIT

The Earned Release Program (ERP) began at RCI in December 2007. Our current staffing pattern is three Social Workers and four Treatment Specialists providing substance abuse treatment. All Social Workers and Treatment Specialists have Substance Abuse Counselor certifications. Each group has ten participants in a close-ended group, thus having the availability to serve seventy participants in the program at one time. Our goal is to have fifteen Social Workers/Treatment Specialists providing substance abuse treatment with the ability to serve 150 participants at one time.



The Earned Release Program is open to non-violent offenders who have an identified substance abuse treatment need. The sentencing court determines at sentencing whether an inmate will be eligible for the ERP. Those who complete the program may be released to extended supervision. ERP is open only to volunteers and the participants must sign an agreement to fully take part in all aspects of the program. Participants who do not meet treatment program standards are returned to the prison population to serve the remainder of their sentence.

Duration: Close-ended 26 week program

Purpose/Goals:

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

Description: The following areas are addressed in the Earned Release Program:

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

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

The Earned Release Program utilizes various curriculum and materials including Houses of Healing, Criminal Conduct and Substance Abuse Treatment and the Change Companies Journals. We continue to provide a program that centers on literacy and comprehension, in addition to the other components of the program. Those participants are encouraged to attend educational classes if they have already obtained a high school diploma. If they have not obtained their diploma or HSED/GED, they must participate in educational classes in addition to the other components of the AODA program to work towards obtaining their HSED.

To date there have been 66 graduating classes. During the period of 7/1/10 through 6/30/11:

Participants Enrolled:	238
Participants Completed:	193 (completion rate of 81%)
Saved Bed Days:	86,755
Total Savings:	\$7,205,756.19

The AODA Residential Program was re-instated at RCI in August of 2010. To date, there have been five groups that have completed. The current staffing pattern consists of six Social Workers and two Treatment Specialists providing substance abuse treatment. All Treatment Specialists/Social Workers are certified Substance Abuse Counselors. Each group has twelve participants in a close-ended group, thus having the ability to serve 96 participants in the program at one time. It is estimated that 192 inmates will complete the program during the fiscal year. An estimated 96 participants will be enrolled at various stages in their program by the end of the fiscal year.

The AODA Residential Program is open to offenders who have an identified substance abuse treatment need.

Duration: Close-ended 16 week program

Purpose/Goals:

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

Description: The following areas are addressed in the Alcohol and Other Drug Abuse (AODA) Residential Program:

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

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

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

The AODA Residential Program assists the inmates in developing skills that assist them in successful re-entry into the community. Among these skills that the inmates acquire are: skills to assist in maintaining a drug and alcohol free lifestyle, skills to live a crime-free lifestyle, improved communication skills, coping skills, victim empathy, and improved relationship skills. The AODA Residential Program enhances the Mission of DOC/DAI of affording inmates the opportunity to gain skills and insight into their criminal behavior that are needed to support a crime-free life upon release to the community. The AODA Residential Program promotes public safety by teaching the inmates about victim empathy and giving them the skills to live crime, alcohol, and drug-free lives. The AODA Residential Program works with the Education Department and the re-entry initiatives here at RCI to teach the inmates the skills they need for successful re-entry into the community.



To date there have been five graduating classes.

Participants Enrolled: 60
Participants Completed: 47

The Earned Release Program “Operating While Intoxicated” (ERP/OWI) began in February 2011 at RCI. Our current staffing pattern is one Social Worker providing substance abuse treatment. The Social Worker has Substance Abuse Counselor certifications. Each group has ten participants in a close-ended group, thus having the availability to serve ten participants in the program at one time. We are hoping to expand the program beyond the one group at some point in the future.

The ERP/OWI program is open to non-violent offenders who are currently serving a sentence for Operating While Intoxicated. The sentencing court determines at sentencing whether an inmate will be eligible for the ERP. Those who complete the program may be released to extended supervision. ERP is open only to volunteers and the participants must sign an agreement to fully take part in all aspects of the program. Participants who do not meet treatment program standards are returned to the prison population to serve the remainder of their sentence.

Duration: Close-ended 26 week program

Purpose/Goals:

1. To eliminate criminal and other undesirable/injurious behavior committed by inmates.
2. To eliminate illicit substance use, activities, and patterns displayed by inmates.
3. To address the thinking errors that justifies the illegal behavior of drinking and driving.
4. To prepare inmates for a positive reintegration into society by managing responsible law-abiding lifestyles upon release.

Description: The following areas are addressed in the ERP/OWI:

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

The ERP/OWI program will use a multi-disciplined approach to address criminal behavior, alcohol/drug involvement and academic deficiencies of the inmate. Upon entering the program, the inmate will be expected to begin to establish a foundation to enable him to advance socially, emotionally, and academically without involvement of alcohol and/or drugs.

The ERP/OWI Program utilizes various curriculum and materials including Houses of Healing, Criminal Conduct and Substance Abuse Treatment and the Change Companies Journals. We continue to provide a program that centers on literacy and comprehension, in addition to the other components of the program. Those participants are encouraged to attend educational classes if they have already obtained a high school diploma. If they have not obtained their diploma or HSED/GED, they must participate in educational classes in addition to the other components of the AODA program to work towards obtaining their HSED.

To date there have not been any graduating classes. The first graduating class is due to graduate on 8/26/11.

Participants Enrolled:	n/a	Saved Bed Days:	n/a
Participants Completed:	n/a	Total Savings:	n/a

NEW FREEDOM IN-CELL AND BEHAVIORAL HEALTH PROGRAMS WAUKESHA UNIT

- The New Freedom In-Cell programming was launched March 2, 2009 as a pilot program. This program is primarily an inmate resource for self-guided program needs such as self-management and goal-setting. As such, this program is not intended to be a substitute for inmates requiring a higher level of psychiatric care; although it may be an appropriate adjunct to other programming or psychological care.
- Participants must be self-directed and motivated to complete the program and must have a minimum of a 5th grade reading level.
- Behavioral identifiers have been established which correlate with a number of psychological problems. Twenty programs are available falling under the broad categories of: self-discovery; understanding feelings; changing cognitive distortions; coping skills; goal setting; anger, aggression, and violence; understanding self; and living a non-violent life.
- The number of inmates served by this program will vary based on established criteria as well as the number of inmates housed on the unit. The unit psychologist and social worker are responsible for assessing the inmate's clinical needs, reviewing completed assignments and providing written feedback.

Participants: 235 Programs Completed: 206

SEX OFFENDER TREATMENT

● **ALTERNATIVE TO REVOCATION / SEX OFFENDER TREATMENT (ATR/SOT)** *Walworth Unit*

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

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

● **BEACON** *Jefferson Unit*

This is a front-end Sex Offender Treatment Program, which research indicates reduces recidivism and sex offense recidivism amongst those who complete it. Front-end means an inmate can lower risks while incarcerated and reduce the likelihood of civil commitment under Chapter 980.

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

Four Program Specialists are assigned a total of two intensive groups to co-facilitate. A Psychologist provides consultation for the four groups and facilitates the Phase 3 program. Each two-person team conducts a group and all providers meet weekly for case consultation and clinical supervision.

The Beacon Program is a two year program at present. Three treatment phases are planned over the one year period. Total length of program and total number of sessions is individualized for each inmate based on his risk level. Assessments include tests, interviews, and the polygraph.

Target Population:

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

- Inmates have an SOTP (SO-4) program assignment (SO-2 is not sufficient).
- The offense is not statutory, meaning if the victim is between the ages of 13-17, the inmate must be more than five years older than the victim at the time of the offense UNLESS the offense contains physical force, abduction, threat of force, or use of a weapon.
- Offense is NOT a hand-off offense.
- Inmate is psychologically stable.

Descriptions of Program Components, Activities, Modules

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

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

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

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

Phase Two: The Core Program

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

The Core Program is intended for sex offenders at medium-to-high risk levels. Core requires admission of sexual offense behaviors in the group setting. It follows the Enhanced Thinking Skills (E.T.S.) and precedes the Extended Program. Post completion assessment will determine whether an inmate exits the Beacon Program successfully at this point or remains for the Extended Program. Two facilitators are used per group, which consists of twelve-fourteen inmates per session. Homework is given for completion between sessions.

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

Phase Three: The Extended Program

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

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

Enrolled: 36 Completed: 3 Currently Enrolled: 25

● LIGHTHOUSE

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

Enrolled: 20 Completed: 10 (8 still underway)

● SPANISH SOT

Spanish Sex Offender Treatment 2 (SO-2 Spanish) is a nine-month program for Spanish speaking sex offenders. The program meets the needs of SO-2 inmates and utilizes multilingual providers. The program has not been offered since 2008.

Enrolled: 0 Completed: 0

● STANDARD SOT

Sex Offender Treatment 2 (SO-2) is an approximately twelve month program designed to treat sexual offending behavior using cognitive behavioral methods. The group meets two days a week and addresses etiology of sex offending behaviors, thinking errors, and relapse prevention. During this reporting period, 32 people were enrolled in the program. Nineteen people graduated and there are currently 10 participants in the program.

Enrolled: 32 Completed: 19 (11 still underway)

The mission of Psychological Services within the Department of Corrections, Division of Adult Institutions (DAI) coincides with the overall departmental mission. The first objective for DAI Psychological Services Units is crisis prevention and intervention. Successful crisis management requires both proactive and reactive intervention strategies to ensure that housed inmates maintain psychological health and wellness. Proactive strategies require Psychological Services Units to identify, assess, and treat inmates

with serious mental illnesses and/or those with serious behavioral disorders in ways that are consistent with the professional and community standards.

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

A third objective consists of sharing psychological expertise with institution staff by:

- Teaching
Training
- Supervision
Consultation
- Research
Program Evaluation

The fourth objective of the Psychological Services Units continues in service to the department of Corrections at the institutional and Departmental levels by providing presence, support, and input in multi-disciplinary meetings for the purpose of providing better care and custody.

Lastly, the Psychological Services Unit promotes psychology within Corrections by participating in the DAI Psychology Internship program as well as by training and supervising psychology practicum students at RCI and STF.

Racine Correctional Institution Annual Report FY 2011 Records Office

RCI/STF combined released a total of 972 inmates. Although regular releases make up the majority of these releases, many inmates were released after successful completion of the Earned Release Program (ERP). Not included in the RCI release totals are the 74 inmates that were transferred from other institutions to RCI for release to US Immigration and Customs Enforcement (ICE).

The RCI Records Office contacts the DOC Monitoring Center to complete a warrant check on all inmates prior to release to ensure that the inmate is not released with any outstanding warrants or commitments. The Records Office also ensures that DNA has been confirmed as on file for all inmates released from either institution to guarantee that all released inmates have DNA in the databank.

RELEASES		RCI	STF	TOTAL
	July 2010	67	12	79
	August 2010	72	17	89
	September 2010	85	9	94
	October 2010	79	9	88
	November 2010	65	17	82
	December 2010	75	7	82
	January 2011	55	14	69
	February 2011	54	12	66
	March 2011	83	14	97
	April 2011	54	15	69
	May 2011	73	5	78
	June 2011	70	9	79
GRAND TOTAL	832	140	972	

Our average ERRC/Parole numbers for July 2010-May 2011 were 75 per month. In June 2011, ERRC hearings for 2009 WI ACT 28 were cancelled and on August 3, 2011 WI ACT 38 was enacted thereby reducing the numbers for hearings significantly.

Although our Parole interviews have decreased, along with various other responsibilities, the Records Office staff continues to provide a high standard of quality work to successfully facilitate the ever changing needs of the DOC.

ERRC / PAROLE INTERVIEWS	July 2010	83	11	94
	August 2010	82	6	88
	September 2010	56	9	65
	October 2010	59	8	67
	November 2010	59	10	69
	December 2010	65	12	77
	January 2011	76	11	87
	February 2011	62	7	69
	March 2011	53	3	56
	April 2011	77	10	87
	May 2011	61	4	65
	June 2011	16	5	21
	GRAND TOTAL	749	96	845

**National Crime Victims' Rights Week
April 10-16, 2011**

Reshaping the Future, Honoring the Past

The staff and inmates made a commitment to increase victim awareness and give back to the community in a variety of ways. In recognition of this week, numerous activities were facilitated by various departments and staff.

Proceeds from all events this week were donated to the Racine Women's Resource Center.

- Inmates were given the opportunity to purchase a (paper) "brick" to build a house on a wall in the Education Department Hallway.
- An essay contest was held for the inmates to participate in for a small fee, with judging done by a panel of teachers. A writer's workshop was held for those who wished to take part.
- The Community Church Choir performed for the inmates.
- Inmates performed in a "Country Jam" fundraiser concert, held in the gymnasium for the entertainment of other inmates. Spectators paid \$2.50 to attend the concert, which included two hot dogs, chips and soda. For a \$5 fee, inmates performing in the concert were given the opportunity to purchase a CD of their performance to send to their families.
- Inmates were given the opportunity to have themselves recorded for up to 15 minutes, performing their talent (either musical or poetry reading, up to three songs or poems). The DVD was then mailed to the inmate's family.
- The Victims' Rights Committee donated \$250 worth of items to the Women's Resource Center. The items were all from the Center's "Wish List."

Charity Crafts



Through the Charity Crafts program, inmates made 1,632 hand-sewn teddy bears and donated 1,340 to professional organizations such as local Police and Fire Departments, Ronald McDonald House, Wheaton Franciscan Hospital, St. Mary's Hospital, Big Brothers and Big Sisters and Toys for Tots, just to name a few. We have made generous donations of Charity Craft items to local nursing homes and churches, as well.

Inmates' visitors have been given the opportunity to purchase teddy bears for \$5 each for the large bears or two small bears for the same \$5 donation.

Crocheted penguins and pumpkins have also been added to this campaign. Money raised goes back to the program to help finance additional materials.

Inmate Charity Crafts workers crocheted 938 hat/mitten/scarf sets, 32 blankets, and a variety of vests, hoodies, and stuffed toys, which were donated to the local Racine area Toys for Tots program. RCI is in partnership with Toys for Tots, who donated 870 skeins of yarn valued at over \$2,000 to our program. In addition, local churches have donated over 600 skeins of yarn worth \$1,200. Their generous donations have enabled this program to employ a maximum of 15 teddy bear makers and 8 crocheters\knitters to provide these services.

Something new for the year 2011 was a Charity Craft Fund-Raiser. Inmates had the opportunity to purchase a Christmas Holiday Treat Bag, which contained various items they cannot purchase from canteen. The cost of this was \$7.00 to the inmate, with \$1.00 going to the charity. The Charity Craft Team chose to donate the \$536 that was raised to the Milwaukee Rescue Mission Food Bank.

We currently have two volunteers, the founder of the program back in 1991, Miss Eva (who retired in 2009, but realized she loved the program so much she had to return) and Miss Joann who also donates her time and efforts to this wonderful program. They have utilized their talents to teach the inmates how to sew, knit and crochet many items that are donated to the local community. They are both a positive role model for the inmates, teaching them the importance of honesty, respect and hard work.

Ensuring mandatory training was completed by all uniform staff was the primary goal for this fiscal year. Basic Emergency Preparedness, CPR and Suicide Prevention were the most frequent offerings on Training Days. Mandated training available on DOCNet was also completed. In addition, on-shift training, ranging from Tornado Drill tabletops to Chain of Evidence, was offered to uniform staff from Security Supervisors while on rounds.

POSC Update

All uniform staff was trained in a mandatory update in Use of Force and Report Writing. The four-hour session was necessary to comply with the Department's efforts to be more in line with the Department of Justice in use of force situations.

WICS Rollout

The latest rollout in WICS was Incident Reports. All uniform staff was given the training necessary to enter incident reports into WICS instead of using the hard copy of the form.



Community Donations

We continued to donate functional contraband items at various times to Safe Haven of Racine, a community-based shelter in Racine County, as well as to the Racine Women's Resource Center.

CONDUCT REPORT STATISTICS

	MAJORS	MINORS	SUMMARIES	TOTAL
MONTHLY AVERAGE	124	91	135	350
FISCAL YEAR TOTAL	1,485	1,097	1,616	4,198
APPEALS	134	91	N/A	225

MOVEMENT STATISTICS

TLU/ATR IN	193	OWO	1,095
TLU/ATR OUT	109	OCO	425
GENERAL POPULATION-IN	1,328	RACINE COUNTY JAIL/DCI HOLDS-IN	357
GENERAL POPULATION-OUT	1,238	RACINE COUNTY JAIL/DCI HOLDS-OUT	357

SEGREGATION STATISTICS

SEGREGATION POPULATION	DAILY AVERAGE
Waukesha/West	35
Waukesha/East	68
Total Segregation	104

TRANSPORTATION STATISTICS

TRIPS	WEEKLY AVERAGE	YEARLY TOTAL
Medical	14	710
Other	2	109
Total	16	819
MILES DRIVEN		
Medical	2,201	114,447
Other	236	12,265
Total	2,436	126,712
INMATES TRANSPORTED		
Medical	19	992
Other	4	181
Total	23	1,173
REGULAR & OVERTIME HOURS		
Medical	189	9,852
Other	15	773
Total	204	10,625

AVERAGE DAILY POPULATION (RCI/STF)

1,833 INMATES

2011 TRAINING PROVIDED TO RCI/STF STAFF

RCI/STF STAFF MEMBERS RECEIVED TRAINING IN THE AREAS LISTED BELOW

Training Days are held the first Monday of each month (on institution Training Days), with additional training days scheduled as needed. A considerable amount of training is also provided "on shift."

Training provided for staff is listed below.

Advocate Training
Balancing Work & Family and Coping with Stress
Basic Disturbance Preparedness
Conduct Report Writing
Containment Drill
CPR Anytime
CPR Anytime Instructor
CPR/AED
CPR/AED: AHA for Healthcare Providers
Crisis Intervention Partners
Dealing with Difficult People
DNA Policy & Procedure Update Review
DOES Project Presentation Reentry Initiative
Emergency Count
Emergency Operations Containment Drill
Emergency Post Orders Review
ERU Tactical Squad (marching formations)
ERU Tactical Weapons (shooting refresher)
ERU Update – Area & Key Familiarization
ERU Update - Quiz
ERU Update – Radio Familiarization
ERU Update-Stabilization Techniques
E-Sponder Alert
Fire Drills
Fraternization Policy Review
FTO/CTO
Gang Crimes Seminar
General Disaster Management for Public Service
GenWatch System
Harassment/Discrimination Intake Process
ICS 200 (Joint Training)
ICS 300
ICS 400
ICS Emergency Operations Center Interface
ICS Functional Exercise-Hostage (Joint Training)
ICS Incident Command Post Set-Up
ICS NIMS N337
ICS Policy & Procedure #2219 Emergency Count
ICS Tabletop - Running Water
ICS Tabletop Exercise - Tornado Scenario
ICS Tabletop Exercise - Tornado Drill
ICS Tabletop Exercise - Fire Drill & P&P #1007 Review
ICS-00120
Identifying Deceptive Behavior
Incapacitating Agents OC
Incapacitating Agents Update
Inmate Drug Testing/DAI Policy 306.17.01
Inmate Escape Drill / STF
K2 (Fake Marijuana) Identify/Affects
NIMS N337 Staff & General Command
Outlook
Parking Lot Utilization
Policy & Procedure #1006 Heat Advisory

Policy & Procedure #1020 Logbook
Policy & Procedure #1109 Timesheets
Policy & Procedure #2007
Policy & Procedure #2408 Property
Policy & Procedure #900-1302 Parking Lot
POSC 4 Hour Update - Use of Force
POSC Baton - ERU
POSC Baton - ERU Technique (Joint Training)
POSC Baton - Single Officer Technique (Joint Training)
POSC Instructor Update (Joint Training)
POSC Report Writing
POSC Restraint Chair
POSC Restraint Procedure
POSC Single Officer Baton
POSC Update
POSC Update - Use of Force Changes
POSC-ERU
POSC-Professional Communication Skills Non-Uniform
PREA
PREA & Volunteer Orientation
PREA for Volunteers
Professionalism, Ethics & the Correctional Worker
RCI Containment Team Drill
Report Writing Non-Uniform
Restraint Training
Safe Streets Facilitator
Sallyport Gates – Manual Opening
Scott Air Pak
Statement Analysis / FBI Training School
STF Containment Team Drill
STG Ritual Crime & the Occult and Native American Gangs
STG Task Force Meeting & Discussion
Suicide Prevention
Use of Cleaning Products (EcoLab)
Use of Force
Weapons Barrel Check
Weapons Dry Fire
Weapons Initial Requal Handgun
Weapons Initial Requal Rifle
Weapons Initial Requal Shotgun
Weapons Instructor Update
Weapons Intro to Firearms
Weapons Requal Handgun
Weapons Requal Rifle
Weapons Requal Shotgun
Weapons Use of Force
WICS 2.1 Incident Reports
WICS 2.1 TRO
WICS 2.1 Visitation
XP & Outlook
X-Ray Machine Safety



ERU

**JOINT ERU
TRAINING**



VISITING

The Visiting Room is committed to providing a family atmosphere in which inmates may visit with family and friends.



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

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

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

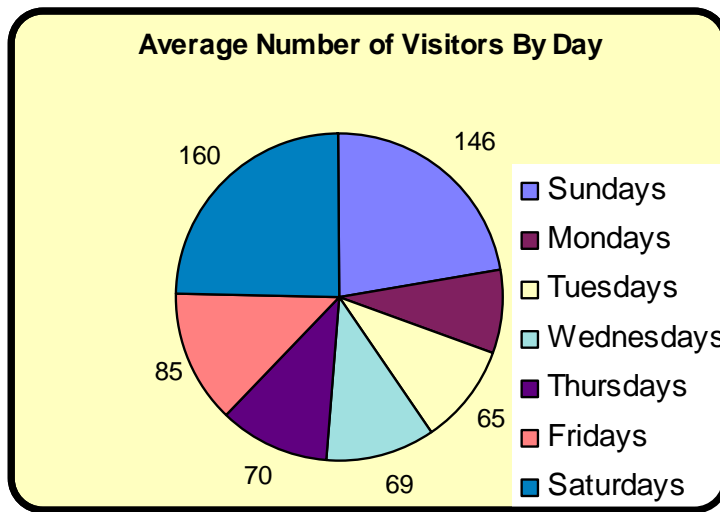
During the 2011 Fiscal Year (7/1/10 thru 6/30/11), RCI processed:

An Average of 109 Visitors per day

An Average of 78 Visits per day

Total Number of Visitors: 37,236

Total Number of Visits: 26,072



Sturtevant Transitional Facility

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

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

There are two security levels. One side is 152-bed minimum custody and the other side is 152-bed medium custody.

STF-Minimum opened in December of 2003 and STF-Medium opened in May 2004.



Minimum Security: The minimum security portion of STF houses one hundred and two (102) minimum security Division of Adult Institution (DAI) inmates and fifty (50) Alternative to Revocation (ATR) inmates. Inmates placed at STF as an Alternative to Revocation are those who have been placed on probation or who have served their required time in prison and have been released to supervision in the community and subsequently violated rules of parole or probation.

Medium Security: The 152-bed medium security portion houses Probation and Parole Hold Division of Community Corrections (DCC) offenders. Probation and Parole offenders placed at STF-Medium are those who had been placed on probation or parole in the community and subsequently violated rules of supervision and are awaiting a revocation hearing to determine if their probation or parole status will be revoked.

- STF-Medium has a revocation suite that is capable of conducting two hearings simultaneously. There are several interview rooms located in the suite as well. Currently, there is an officer and two liaison agents responsible for scheduling hearings and attorney/agent visits within the suite.
- STF partners with the following counties: Dane, Kenosha, Racine, and Waukesha County Jails, as well as Region 3 of Milwaukee County, providing space for the DCC Hold Offenders from those counties awaiting revocation.



- STF provides opportunities for on-site visiting for all inmates/offenders housed there. On the minimum side of the facility, inmates are allowed contact-visiting several times per week in the dining room. On the medium side of the facility, the offenders have no-contact visiting. Visits are conducted by the use of pre-programmed tele-visiting machines. The machines automatically shut down after thirty minutes.

- Current treatment staff is provided by Genesis Behavioral Services of Racine for:
 - AODA (Alcohol and Other Drug Abuse)
 - Cognitive Intervention

- STF AODA-ATR New Freedom Program enrolled 209 DCC Offenders. Program results were as follows:
 - 149 DCC Offenders successfully completed the ATR program;
 - 34 were behaviorally terminated;
 - 9 did not have any significant change after finishing the program.

- Work Release is only available to DAI inmates on the minimum-security side of the facility. Inmates must be physically fit and stable on medications before being placed on work release. STF staff approves all job sites. There were 121 new Work Release placements this fiscal year.

- Work Release Wages:
 - Work Release Wages Collected: \$ 289,817
 - Obligations (Child Support/Court Ordered/Victim Surcharge/ Restitution) collected: \$19,528
 - Room / Board / Board Sales Tax / Transportation collected: \$110,594

On Grounds Opportunities:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Basketball | <input checked="" type="checkbox"/> Law Library | <input checked="" type="checkbox"/> Volleyball |
| <input checked="" type="checkbox"/> Board Games | <input checked="" type="checkbox"/> Universal Gym Equipment | <input checked="" type="checkbox"/> Weekend Movies |

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

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

- Approximately fifteen inmates work in the kitchen at STF under the supervision of Food Service Leaders. All food is prepared and cooked on-site. The STF Food Service area is operational sixteen hours per day. ServSafe Certification is now available, which allows inmates to be certified Restaurant Managers.

- STF provides educational opportunities in cooperation with Belle Venture School.

- All minimum STF inmates are required to participate on community service work crews as needed. We currently have inmates working with the Village of Sturtevant in the Department of Public Works repairing roadways, and doing snow removal and yard waste management within the village.

- Community Service:

July of 2010: STF Inmate Work Crews assisted with trash pick-up and preparation for the Sturtevant July 4th Fireworks in the Village of Sturtevant.

Winter of 2010-2011: STF inmate crews assisted the City of Racine Urban Belle Bus Company with snow removal from 500 bus stops throughout the city.

Throughout 2010-2011: STF Inmate Work Crews assisted with trash pick-up at the Village of Sturtevant Park and Recreational areas.

Major Events/Communications:

July	2010	WI DOC & WI DWD - 1 st Annual Work Force Summit Pipeline
August	2010	Windows to Work Southeastern-Memo of Understanding collaboration begins
September	2010	STF community service for DCC Unit - Detailing of Transport Vehicles STF Employee Support Specialist - Contract Employee starts WICS deployment phase - installation of monitors and computers at RCI & STF
October	2010	Radiation Safety Training - RCI & STF
November	2010	Intake Process Training - RCI/STF STF HSED Graduation
December	2010	STF Fire Inspection CIP Training at Army Reserve
January	2011	Work Release Numbers low due to economic climate in southeastern WI region Employment Module 3 - Changes to Curriculum - Manual Updates
February	2011	Resource Fair - Wisconsin State Fair Park (Work Release Coordinator attended) STF HSED Graduation
March	2011	WICS 2.1 - Training in Incident Reports begins
April	2011	National Crime Victims' Rights Week
May	2011	National Correctional Employee Week
June	2011	STF HSED Graduation



Stake Holder Interaction:

July	2010	Waukesha County Technical College Tour Community Relations Board - Quarterly Meeting
August	2010	Joyce Meyer Ministries - delivers Hand of Hope to DAI facilities
September	2010	Department of Work Force Development visits RCI & STF Veterans Affairs representative visits STF Inmates
October	2010	Community Relations Board - Quarterly Meeting U.S. Attorney's Anti-Gang Summit - STF Superintendent & RCI Security Director - presenters
November	2010	Union Grove Law Enforcement and Justice Day Tour - RCI/STF UW Parkside Tour of STF ITT Tech College Tour for Corrections Administration Class Marquette University - Restorative Justice Program - Circles presentation
December	2010	United States Census Bureau - STF Veterans Affairs Benefits Representative - Reach-In Services
January	2011	WI National Guard Visit - STF DOC Disturbance and Work Stoppage - Racine County
February	2011	DOES Project - Presentation at RCI
February	2011	Marquette University Restorative Justice Program - Circles Presentation

March	2011	TOP Program Reach-In Services Racine County Combined Community Corrections Relations Board meeting
April	2011	Judicial Visitation Program - Tour RCI/STF Community Relations Board - Quarterly Meeting
May	2011	2 nd Annual Work Force Pipeline - WI DWD & WI DOC Collaboration
June	2011	DCC Tour of STF ARO/TOP Family Connections - RCI/STF

ACRONYMS USED IN THIS REPORT

ABE	Adult Basic Education
ABLES	Adults Building Literacy and Everyday Skills
ACA	American Correctional Association
ADA	Americans with Disabilities Act
AED	Automated External Defibrillator
AIDS	Acquired Immune Deficiency Syndrome
AODA	Alcohol and Other Drug Abuse
AS	Administrative Support (Union)
ATR	Alternative to Revocation
BC	Blue Collar (Union)
CGIP	Cognitive Group Interventions Program
CISD	Critical Incident Stress Debriefing
CPR	Cardio-Pulmonary Resuscitation
CTO	Corrections Training Officer
DAI	Division of Adult Institutions
DCC	Division of Community Corrections
DCI	Dodge Correctional Institution
DNA	Nucleic acid that contains genetic instructions
DOC	Department of Corrections
DOES	Disabled Offender Economic Security Project
DVD	Digital Versatile Disc
DOCNet	Department of Corrections Network
DWD	Department of Workforce Development
EKG	Electrocardiogram
ELL	English Language Learners
ERC	Employment Resource Center
ERP	Earned Release Program
ERRC	Earned Release Review Commission
ERU	Emergency Response Unit
ESP	Employee Services Program
FTE	Full Time Employee
FTO	Field Training Officer
FY11	Fiscal Year 2011 (7/1/10 thru 6/30/11)
GB	Gigabyte
GED	General Educational Development
HIPAA	Health Insurance Portability & Accountability Act
HIV	Human Immunodeficiency Virus
HP	Horse Power
HSED	High School Equivalency Diploma
HSU	Health Services Unit
ICE	Immigration and Customs Enforcement
ICS	Incident Command System
IT	Information Technology
LCD	Refers to type of computer monitor
LSS	Lutheran Social Services

LSU	Louisiana State University
MATC	Milwaukee Area Technical College
MR	Mandatory Release (Date)
NBC	National Broadcasting Company
OOA	Office Operations Associate
OCO	Out-Court Order
OWI	Operating While Intoxicated
OWO	Out-Warden's Order
P&P	Policies & Procedures
PC	Personal Computer
POSC	Principles of Subject Control
PREA	Prison Rape Elimination Act
PSS	Professional Social Services (Union)
RCI	Racine Correctional Institution
RYOCF	Racine Youthful Offender Correctional Facility
SEIU	Service Employees International Union
SO	Sex Offender
SOT	Sex Offender Treatment
SOTP	Sex Offender Treatment Program
SPS	Security and Public Safety Union
STD	Sexually Transmitted Disease
STF	Sturtevant Transitional Facility
STG	Security Threat Group
T	Technical (Union)
TABE	Test of Adult Basic Education
TLU	Temporary Lock-Up
TOP	Transitional Outreach Program
TRO	Temporary Release Order
UW	University of Wisconsin
WEAC	Wisconsin Education Association Council
WI	Wisconsin
WICS	Wisconsin Integrated Corrections System
WITS	Wisconsin Inmate Tracking System
WSEU	Wisconsin State Employees Union
WSS	Wisconsin State Statutes
YMCA	Young Men's Christian Association

***FY11 Annual Report
Racine Correctional Institution
2019 Wisconsin Street
Sturtevant, WI 53177***