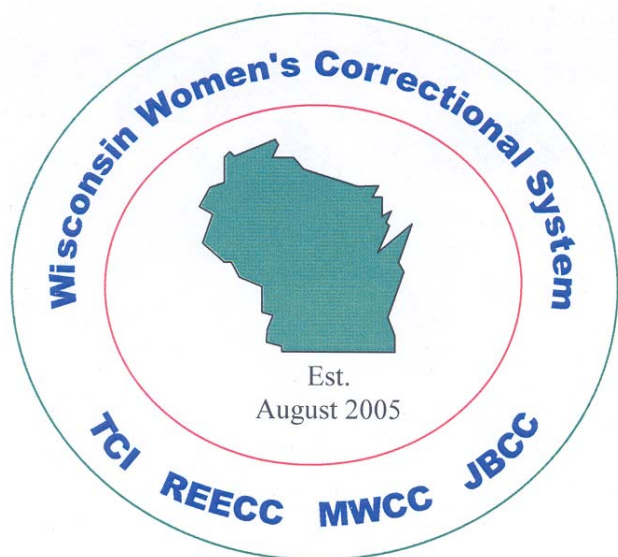


Wisconsin Women's Correctional System



Annual Report 2011

July 1, 2010 – June 30, 2011

Warden Deanne Schaub

John C. Burke Correctional Center

Robert E. Ellsworth Correctional Center

Milwaukee Women's Correctional Center

Taycheedah Correctional Institution



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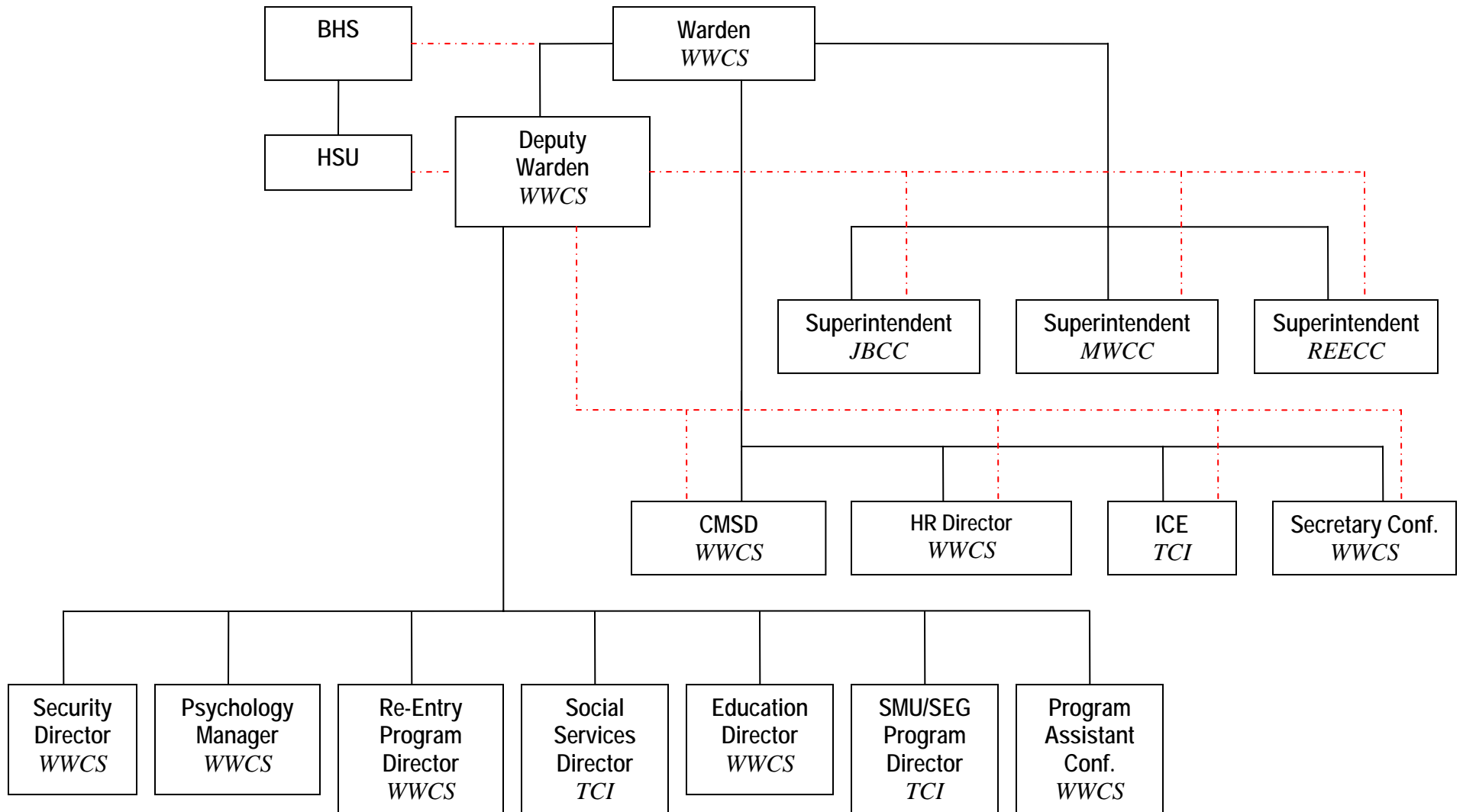
Acronyms

A&E – Assessment and Evaluation	MD – Medical Doctor
AA – Alcoholics Anonymous	MOA – Memorandum of Agreement
ABE – Adult Basic Education	MPTC – Moraine Park Technical College
ACLU – American Civil Liberties Union	MR – Mandatory Release
ADA – Americans with Disabilities Act	MSDF – Milwaukee Secure Detention Facility
AODA – Alcohol and Other Drug Addictions	MSMU – Monarch Special Management Unit
APA – American Psychological Association	MWCC – Milwaukee Women’s Correctional Center
ATR – Alternative To Revocation	NA – Narcotics Anonymous
BHS – Bureau of Health Services	NC2 – Nurse Clinician 2
BP – Blood Pressure	NCCHC – National Commission on Correctional Healthcare
BSI – Badger State Industries	NP – Nurse Practitioner
CAT – Childhood Abuse Therapy	OVC – Office for Victims of Crime
CGIP – Cognitive Intervention Program	OVSP – Office of Victims Services Program
CMSD – Corrections Management Services Director	P&P – Probation and Parole
CPR/AED – Cardiopulmonary Resuscitation / Automated External Defibrillator	PA – Program Assistant
CQI – Continuous Quality Improvement	PAVE – People Against Violent Environments
DAI – Division of Adult Institutions	PE – Psycho Educational
DCC – Division of Community Corrections	PFC – Plan For Change
DCI – Dodge Correctional Institution	POSC – Principles of Subject Control
DOC – Department of Corrections	PRC – Program Review Committee
DOES – Disabled Offenders Economic Security	PREA – Prison Rape Elimination Act
DVD – Digital Video Disk	PSU – Psychological Services Unit
DVR – Division of Rehabilitation	RCI – Racine Correctional Institution
EAP – Employee Assistance Program	REECC – Robert E. Ellsworth Correctional Center
ERP – Earned Release Program	RN – Registered Nurse
ERU –Emergency Response Unit	SEG – Segregation
ES – Extended Supervision	SMART - Self-Management and Recovery Training
ESL – English as a Second Language	SOGS – Southern Oaks Girls School
ESP – Employee Services Program	SOT – Sex Offender Treatment
FTE – Full time equivalents	SPED – Special Education Program
FY – Fiscal Year	TABE – Test of Adult Basic Education
GA – Gamblers Anonymous	TCI – Taycheedah Correctional Institution
GED – General Equivalency Diploma	USDOJ MOA – United States Department of Justice Memorandum of Agreement
GP – General Population	VIR – Violence in Relationships
HR – Human Resources	VWS – Victim Witness Surcharge
HSED – High School Equivalency Diploma	WCA – Wisconsin Correctional Association
HSU – Health Services Unit	WI - Wisconsin
HVAC – Heating, Ventilation, and Air Conditioning	WICS – Wisconsin Integrated Computer System
ICE – Inmate Complaint Examiner	WMHI – Winnebago Mental Health Institution
ICRS – Inmate Complaint Review System	WOW – Women of Worth
IIP – Incarcerated Individual Program	WWCS – Wisconsin Women’s Correctional System
JBCC – John Burke Correctional Center	WWRC – Wisconsin Women’s Resource Center
LEP – Limited English Proficiency	
LPN – Licensed Practical Nurse	
LTE – Limited Term Employment	
MATC – Madison Area Technical College	
MAX – Maximum Discharge	

Wisconsin Women's Correctional System

Organizational Chart

July 2010 – June 2011





Wisconsin Women's Correctional System

Mission Statement

The Wisconsin Women's Correctional System will provide female inmates safe and secure confinement in an environment which is gender responsive and utilizes gender specific strategies to assist in successful inmate transition and return to their families and communities

Guiding Principles

Acknowledge that gender makes a difference

Create an environment based on safety, respect and dignity

Develop procedures, practices and programs that are relational to children, family and significant others, and the community

Address substance abuse, trauma and mental health issues through comprehensive, integrated and culturally relevant services and appropriate supervision

Provide women with an opportunity to improve their socio-economic conditions.

Establish a system of comprehensive, collaborative services to assist in successful re-entry and community supervision

**MESSAGE FROM THE WWCS WARDEN
AND ADMINISTRATIVE TEAM**

Welcome to the Fiscal Year 2011 Annual Report for July 1, 2010 to June 30, 2011. This report recognizes the hard work and dedication of all staff in the Wisconsin Women's Correctional System (WWCS) in providing a safe and secure environment so that effective and efficient programs and services could be provided to maximize our re-entry efforts. Throughout the year, our dedicated staff worked professionally and collaboratively in meeting our operational goals. The following are just a few of the highlights for the WWCS:

Taycheedah Correctional Institution (TCI):

- Increased use of energy efficient technologies
- Began construction on new Services building and broke ground for the Segregation annex and Treatment buildings
- Donated over 2100 lbs. of left over food that was packaged, labeled, and provided to a local food bank
- Completed over 24,990 on-site healthcare appointments and sick calls
- Graduated 39 inmates with GED/HSED and 2 inmates with 5.09 GED/HSED

John C. Burke Correctional Center (JBCC):

- Constructed new Rion Greenhouse (20 ft. by 8 ft.) on grounds.
- Graduated 17 inmates with GED/HSED and 1 inmate with High School Diploma
- Work release expanded with an average of 65 inmates working in the community

Milwaukee Woman's Correctional Center (MWCC):

- Resource Room – contains GED Prep materials, computers for developing resumes/cover letters and Job net; information regarding job seeking, employment related videos and basic legal resources
- Work release participation averaging 30 -35 inmates per month
- Committee sponsored donations of mittens, hats, gloves, blankets, and knitted animal puppets to Children's Hospital, Project Return, and The Bradley Senior Center

Robert E. Ellsworth Correctional Center (REECC):

- Outside inmate grounds crew mowed 27+ acres and maintained a large vegetable garden. Inmates learned how to plant, care for and harvest produce
- The Earned Release Program (ERP) had 8 different completion ceremonies with 107 inmates successfully completing the program for fiscal year 2011
- Graduated 21 inmates with HSED diplomas

As we begin a new fiscal year, we will face many new challenges and opportunities such as consolidation efforts within WWCS, the opening of the Wisconsin Women's Resource Center (WWRC), our NCCHC Accreditation efforts, and other initiatives. We will continue to meet these challenges while maintaining a safe and secure environment while emphasizing re-entry initiatives and increased programming to support the inmates' successful reintegration back into the community.

On behalf of the Wisconsin Women's Correctional System staff, we proudly present our FY11 Annual Report.

Deanne Schaub
WWCS Warden

Mark Wildman, PhD
WWCS Deputy Warden

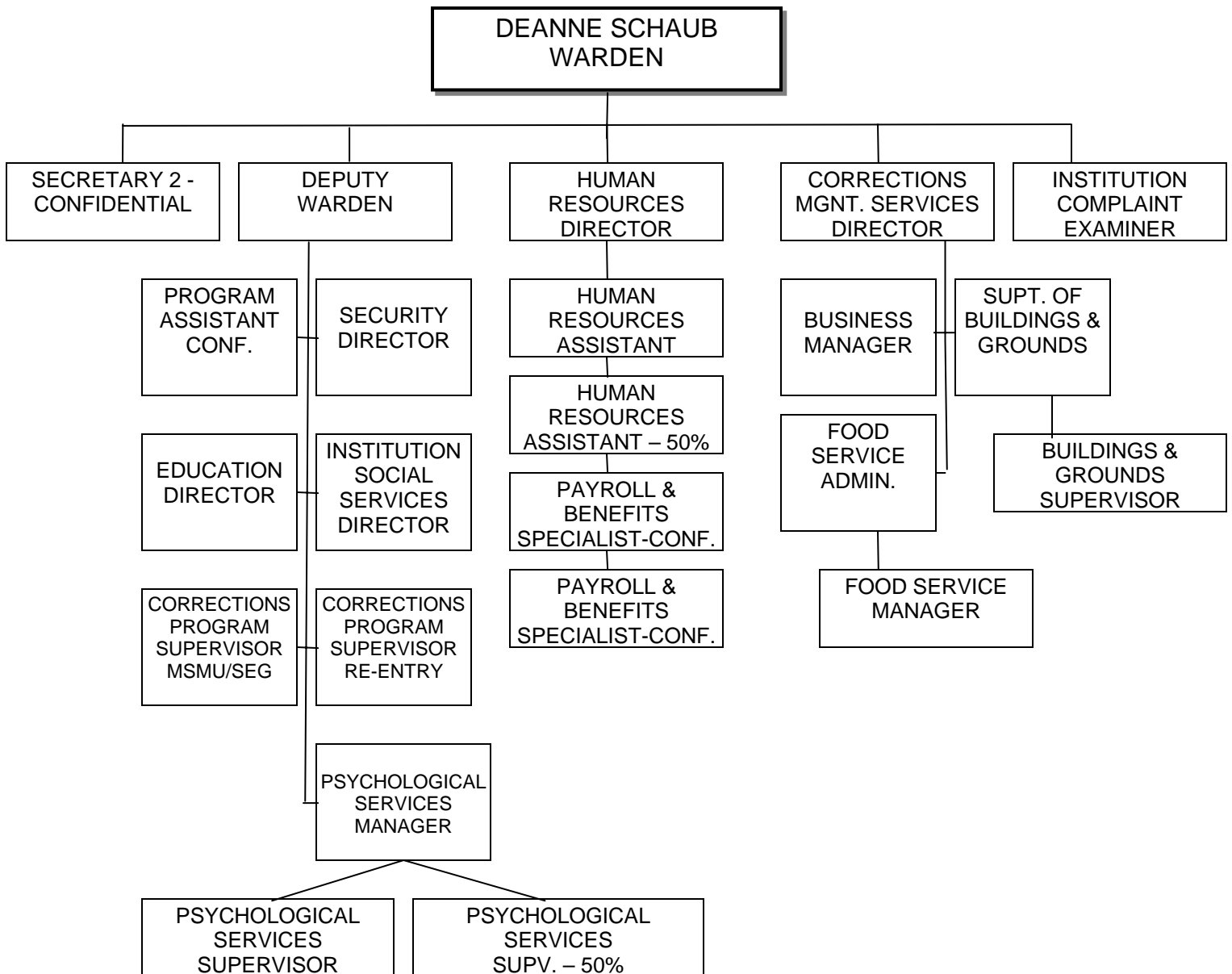
Deborah Chambers
MWCC Superintendent

Chris Krueger
JBCC Superintendent

Michelle Hoffman
REECC Superintendent

Taycheedah Correctional Institution Organizational Chart FY 11

Fond du Lac, WI



TAYCHEEDAH CORRECTIONAL INSTITUTION

751 County Road K, P.O. Box 1947
 Fond du Lac, WI 54936-1947
 920-929-3800



INTERESTING FACTS

TCI opened:	1921	Current Population:	660 (as of 06/30/11)
Number of Acres:	50	Uniformed Staff:	196
Security Level:	Max./Medium	Non-Uniformed Staff:	124
Bed Capacity:	752 Females	BHS/HSU/Agency Staff:	60

Annual Operating Expenditures:

General Operating budget (Including Salaries)	\$37,655,759
Fuel & Utilities	\$1,808,162
Maintenance & Repair	\$309,169
Goods & Services for Inmates (Variable Non-Food)	\$1,625,056
Institution Food	\$1,151,757
Capital	\$89,945
Purchase of Services (Programming)	\$245,879

Inmate Wages:

Institution	\$335,381
Project Crew	\$52,230
Work Release	\$1,258,114
BSI	\$60,910

Obligations/Collections:

Child Support	\$43,619
Court Ordered	\$78,539
VWS / DNA	\$43,377
Institution Restitution	\$10,348
Room	\$196,269
Board	\$37,384
Transportation	\$119,714

Inmate Revenue Accounts:

Collected the following revenues from inmates for their use / participation in various activities

Telephone Commission (184)	\$35,235
Other 166 Accounts	\$42,430

Expended from these revenue funds for various purchases directly benefiting the inmates and their visitors

	\$154,061
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(Budgetary statistics reflect TCI and 3 Centers)

A LITTLE HISTORY

Taycheedah's history began in the early 1800's, when Governor James Doty established a home in Fond du Lac, which to this day stands on the institution grounds. In the early 1850's, female inmates were housed in the Wisconsin State Prison, known today as Waupun Correctional Institution. Work began in 1912 on the creation of a female facility and in 1921 the Wisconsin Industrial Home for Women was opened. Those first women were mostly committed for so called "crimes against morality" while repeat and more violent or serious inmates were housed at the prison in Waupun. In 1931, work began on the Wisconsin Prison for Women, to be located adjacent to the Industrial Home. The facility was completed and opened in 1933, and the women who had been at Waupun were transferred here. There were two separate facilities operating on the same grounds. In 1945, the two facilities were consolidated and given the name Wisconsin Home for Women. In 1975, the Legislature changed the name to Taycheedah Correctional Institution.

In 1983, the Gower building was completed which houses the institution control center, space for health, clinical, and social services, a segregation area, and indoor/outdoor visitation areas.

In October 1992, Governor Thompson's Prison Construction Plan authorized construction of a new 12' fence with razor wire and electronic detection, as well as a perimeter road with exterior lighting.

In 1995, the first housing unit erected since 1933 was opened. The new unit almost doubled the institution's operating capacity. In August of 1997, a barracks unit was opened. The unit can house up to 150 inmates. In 2002, 2 new buildings were opened a special management unit consisting of 64 beds and also the Segregation unit with 68 beds. The other building is a general population building (McCauley Unit) consisting of 240 beds. HSU unit was remodeled and expanded to

open in 2004. In December of 2004, TCI took over all of the female intake Assessment and Evaluation (A&E) responsibilities from Dodge Correctional Institution (DCI), which consisted of 119 beds.

All female facilities officially became the Wisconsin Women's Correctional System (WWCS) on August 21, 2005, transitioning all female institutions and centers under the direction of one Warden.

USDOJ filed a federal lawsuit against TCI in 2005 and ACLU filed a certified class action lawsuit in May 2006 to afford better medical, dental and mental health treatment, and ADA accommodations identified as grossly deficient at TCI in comparison to the male inmates.

The 3rd floor of Addams Hall was renovated and opened in May 2007 to provide additional bed space due to an increase in population. Population soared over 800 inmates in December 2007. Remodeling construction began in February 2008 in existing Gower building to provide new A&E intake area for new admissions and a central location for all inmates processing for movement on/off grounds completed in July 2008. Addams Hall 3rd floor closed in June, with population averaging 750. Construction to expand the Gatehouse was completed in September 2008.

Installation of stun fence to perimeter security fence project was completed in April 2009. Federal Injunction decision was ordered on April 24, 2009, resulting from ACLU class action lawsuit. The order indicated that all controlled medications at TCI be administered by trained medical personnel with 60 days to comply, and mandated implementation of computerized prescriber order entry system. As of June 22, 2009, all medication administered at TCI by LPN or greater licensure.

Phase in of Food Menu Consolidation began in July 2009 for all Division of Adult

Institutions and Division of Juvenile Corrections facilities and was completed in January 2, 2010, for safe and efficient management of inmates' dietary needs for consistency, purchasing, and cost efficiency purposes. All facilities serve the same menu on a daily basis. Storm sewer drainage project was also completed within the institution in October 2009.

The 2010 growing season at TCI produced over 12,943 pounds of fruits and vegetables. 95% of the crops were utilized in-house for daily food menus or processed for use later in the fall/winter. 5% of the vegetables were donated to local charity food bank. Four inmate workers were employed to plant, grow, maintain, and harvest the produce.

Construction began for three new buildings at TCI: Services building will house

canteen, laundry, store, and Building Maintenance and Construction vocational program. The anticipated completion date is October 2011. Segregation addition and Program Building will provide programming space to meet the requirements of the USDOJ MOA. These two buildings are anticipated to be completed in 2012.

Cosmetology Program began in January 2011 in Simpson Hall Education. This vocational program will train students to pass their State Barbering/Cosmetology license through the Department of Regulation and Licensing. Inmate students must perform a certain number of hours of barbering and cosmetology service, including haircuts, color, and perms to be eligible for licensure. The cosmetology students began offering haircutting and other services to general population inmates on May 9, 2011.

MEMORANDUM OF AGREEMENT (MOA)

US DEPARTMENT OF JUSTICE (USDOJ) & WI-DEPARTMENT OF CORRECTIONS (DOC)

The USDOJ and Wisconsin DOC entered into a MOA in September 2008 related to mental health care for female inmates housed at TCI. In reviewing mental health services at TCI, the USDOJ identified 13 areas of need, and TCI agreed to work toward meeting those 13 standards of care over the next 4 years.

Included in those standards are:

- Additional psychiatric staffing providing services to the mental health needs of inmates.
- Improvements to the way psychotropic medications are prescribed, distributed, and monitored properly and safely.
- Additional training of all staff on mental health topics.
- Additional mental health screening, assessment, and evaluation.
- Treatment planning for all inmates who have a mental health need.
- Enhancement of crisis services to include access to inpatient psychiatric care when clinically appropriate.

- Provision of extensive treatment services for all inmates who have a mental health need including addition of necessary staff.
- Input by Psychological Services Staff into the disciplinary process for inmates who have identified mental health conditions.
- Changes to the management of inmates who have mental illnesses who are placed into segregation or observation to include 10 hours of structured out-of-cell activity and 10 hours of out-of-cell unstructured recreation a week.
- Development of a more cohesive mental health services record.
- Changes to the processes related to medical and laboratory orders.

Wisconsin DOC and USDOJ consultant, Dr. Jeffrey Metzner, performed two site visits this fiscal year. Meeting the 13 standards requires significant increases in Psychological Services, Health Services, and Security staff in addition to appropriate space for groups and individual mental

health treatment. Both staff and space needs have been identified and are being addressed. The Wisconsin Resource Center broke ground in March 2010 on a unit for female inmates which will significantly impact the ability of TCI to manage mentally ill inmates. The completion date for that unit is September 2011. TCI broke ground in fall 2010 on Segregation addition and Program building for additional programming space with a tentative completion date of February 2012. Progress has been made on the standards with "partial compliance" from the consultant on eight standards and "substantial compliance" on five standards as a result of his site visit in April 2011.

While some problems can be remedied by TCI, others are much broader and require changes to policy and procedures that reach beyond TCI. Many changes will take time, effort, persistence, and a group effort. TCI has implemented a Continuous Quality Improvement Program Plan. The program includes periodic audits and documentation of the status of compliance with the terms of this agreement. This information will change as audits on TCI continue, we will continue to update and educate our staff accordingly. Staff continued efforts and suggestions continue to be requested as part of the ongoing process of improvement. Dr. Michelle Harris, Psychology Manager, serves as the TCI Agreement Coordinator.

ACCOMPLISHMENTS

Buildings and Grounds

- New energy efficient lighting fixtures were installed in Simpson gym
- Repaired/replaced malfunctioning units of steam traps
- Replaced missing/damaged insulation on potable water piping tanks
- Replaced water heaters in Addams Hall, McCauley unit, and Dorm unit
- Installed video recording equipment for 14 cameras in Abrahamson unit
- Training Center – ADA upgrade to bathroom
- Installed books on tape/radio in Segregation and Monarch units
- Remodeled Simpson 2nd Floor Administration bathroom/hallway door
- Began construction on new Services building that is 85% complete and broke grounds for Segregation annex and Treatment buildings

Business Office

During fiscal year 2011 Business office staff:

- Processed over 1,800 Request for Purchases and Purchase Orders.
- Processed approximately 5,100 invoices / transactions for payment.
- Processed approximately 300 staff Travel Vouchers.
- Processed approximately 6,400 disbursements requiring issuing checks on behalf of inmates.
- Processed almost 20,000 transactions for state collections.
- Receipted over 17,000 money orders / checks for inmates.
- Processed over 1,500 DOC-1408 inmate job / program changes for TCI inmates.
- Processed over 600 inmate accounts for release.
- Processed numerous transaction involving fund raising activities at TCI as well as the three minimum female centers.

Canteen

During fiscal year 2011 WWCS canteens:

- Processed the following inmate canteen orders:

TCI= 16,148 JBCC= 8,032

REECC and MWCC= 8,713

- Sold over 1,089,888 items combined.
- Over \$1,016,000 in total combined sales to inmates.

- TCI canteen processed 270 orders for Holiday orders of cheese, fudge, and crackers for total sales of \$2,220.50.
- TCI processed 120 orders (2,625 boxes) totaling over \$1,800 in sales for Girl Scout Cookies.

Store

- Processed, filled and delivered over 1500 department requisitions totaling more than \$1,100,000 in various supplies.
- Received over 2500 deliveries from vendors.
- Purchased institution supplies and maintained (an average of \$300,000) inventory to provide smooth, continuous

Education

Completions Fiscal 2011

- # of GED/HSED Graduates = 39
- # of 5.09 HSED Graduates = 2
- # of HSED Test Components Passed = 321
- # of Dental Laboratory Technician graduates = 9
- # of Building Maintenance and Construction program graduates = 7
- # of Office Software Applications program graduates = 21
- # of Teacher-taught Re-entry Modules = 37
- # of Teacher-taught Re-entry Module Completions = 311
- # of Incarcerated Individuals Program (IIP) Participants – unduplicated count = 18
- # of IIP credits earned (during Fall, Spring, & Summer semesters) = 105

Food Service

- Served over 836,614 meals at an average cost of \$0.81 per meal (\$674,329.60).
- Over 200 inmates were assigned to work in the Food Service Department in the 65+ positions.
- As a community service, over 2100 lbs. of left over foods was packaged, labeled, and provided to a local food bank (Broken Bread, Food Distribution Program).
- In an effort to reduce food costs, 5 institution gardens were planted and maintained by inmates with fresh vegetables consisting of tomatoes, green

- Added or replaced numerous items in canteen in working with the new cosmetology program at TCI.
- Provided continued support and assistance to the minimum female system canteen areas and staff.

operations of departments and the institution.

- Provided support in inventory and ordering for various needs to the three minimum female centers.

- # of IIP classes taken = 41
- Two graduation ceremonies were held for students in FY11
- Twenty-two inmates from TCI participated in the UW-Oshkosh Inviting Convicts to College program during the fall 2010 and spring 2011 semesters. The non-credit semester long college preparation class is facilitated by students from the UW-Oshkosh Department of Criminal Justice. Participants in the semester long course read and discuss selections from college texts on the criminal justice system. In addition, participants learn the process of applying for college and for financial aid. UW-Oshkosh issued certificates to students who successfully completed the class.

peppers, cucumbers, cabbage, green beans, broccoli, acorn squash, watermelon, and carrots to be utilized by the Food Service Department.

- Food Service Green House Project was implemented and supervised by Food Service Administrator with flower and vegetable seeds started in late winter on the third floor of the Harris Hall Building. Two inmate gardener positions were implemented, one for Harris Hall seed planting and maintenance and one position for the green house and garden

bed planting. A total of 12,376 lbs. of vegetables were harvested from the four gardens. Sales of vegetable and flower

plants were opened up to staff for a total sale of \$979.75.

Health Services Unit (HSU)

- Completed over 24,990 on-site healthcare appointments and sick calls (MD, NP, or RN).
- Responded to and provided urgent and emergent care on 2,412 occasions.
- Physicians and Nurse Practitioners performed over 575 new intake physical exams.
- Triageed over 28,747 Health Service requests.
- Dispensed over 58,727 medication prescriptions.
- Processed over 3,726 labs.

- Performed 344 onsite x-rays.
- Performed 177 on-site ultrasounds.
- Completed on-site 751 Optometry examinations.
- Arranged and completed over 1,284 offsite specialty clinic visits.
- Provided nearly 320 digital mammograms onsite.
- Dental department performed nearly 1,889 dental exams and treatments.
- Dental Hygienist completed over 392 routine cleanings.

Human Resources (HR)

- Human resources personnel provide services to the following employees in WWCS:
 - TCI employs 380 staff.
 - JBCC employs 50 staff.
 - MWCC employs 27 staff.
 - REECC employs 121 staff.
 - Total employees = 578

This total includes BHS staff on site at these locations.

- Continue to enhance Employee Orientation Program, reviewing and updating as policies and procedures change.
- Development of new recruitment methods for recruiting qualified candidates for staffing needs at all locations.
- Continue to teach/train employees to accurately complete and submit HR/Payroll related paperwork in a timely manner.
- Continue to stress importance of confidentiality and privacy of employee.

- Improved communications among supervisory staff and line staff. Developed a method to follow-up on grievances, and timely submissions of employee disciplinary actions.
- Updated Worker’s Compensation reporting and tracking of incidents for prevention.
- Performance Planning Development tracking enhanced for overall employee performance improvement.
- Revising the performing of HR functions at the institution for Bureau of Health Services (BHS)/HSU.
- Assisting with BHS/HSU on development of Local Agreements for the NC2 staff and with our local union for the LPN’s for consistency and flow of the unit where assignments overlap.
- Assisting with BHS/HSU HR needs as the US DOJ MOA moves forward with hiring of new staff for BHS/HSU area.
- Continued development with all the WWCS centers on staff training.

Employee Services Program (ESP)

The TCI ESP committee involves various staff across disciplines to sponsor projects for staff participation throughout the year. Since the inception of this committee in August 2008, several wellness projects have been sponsored:

- Identified and maintain staff Peer Supporter roster for employee assistance for staff involved in significant or traumatic incidents. Staff referrals are made to the contract

vendor, Deer Oaks, Employee Assistance Program.

- Back to School Drive to benefit the Boys and Girls Club of Fond Du Lac was held in August 2010 - 5 boxes of supplies were donated.
- Blood Drive was sponsored for staff in September 2010 with 24 pints of blood collected.
- Bake sale to benefit TCI Staff Angel Tree was held in September 2010 with over \$100 collected.
- Collected and donated 104 pounds of non-perishable food items to Fond du Lac Food Pantry for Thanksgiving Food Drive 2010.

- TCI Staff Angel Tree was sponsored in December 2010 resulting in total of \$450.00, plus receipt of children's toys and gifts. These gifts helped our fellow TCI employees and their families as well as supporting the Solutions Center in Fond du Lac.
- Blood Drive was offered for staff in March 2011 with 24 donors contributing 21 pints of blood.
- T-shirts were sold to benefit the Fond du Lac Police Department in March 2011.
- Collected and donated 52 pounds of non-perishable food items to Fond du Lac Food Pantry in April 2011.

Inmate Complaint Examiner (ICE)

- The TCI complaint office was staffed with one full-time ICE and a 40% ICE PA position for fiscal year 2011.
- Total number of accepted complaints filed at TCI for FY2011 was 931 compared to 1071 total complaints in FY2010.
- Notably there was a significant drop in the types of inmate complaints related to Medical (down 71) and Property (down 66) categories.

- New complaint category codes were implemented in May 2010 to better classify dental and mental health complaints separate from the general medical code. This reduced the number of coded medical complaints; however, increased Dental (up 25) and Mental Health (up 9) categories from previous fiscal year.

Continuous Quality Improvement (CQI)

- TCI CQI Committee designated by Warden in April 2009 as multi-disciplinary staff participating to maintain a CQI Program responsible for developing, managing, and reporting on quality improvement activities. The CQI process provides a planned and systematic approach to designing, measuring, assessing, and improving performance.

- Conducted monthly meetings, instituted procedure outlining committee activities, and implemented TCI Annual CQI plan.
- Audits have led in several cases to quality improvement interventions ranging from policy modification to further staff training utilizing best practice guidelines.

Monarch Special Management Unit (MSMU)

- Held multi-disciplinary monthly meeting with WMHI to discuss inmates and participate in treatment planning meeting.
- Continue to work with WWRC to increase treatment options for inmates, with projected opening dated of September 6, 2011.
- The AODA Dual Diagnosis STRENGTH program has increased successful completion rates since changing the program from 40-50 weeks to 27-30 weeks.

- Formalized treatment plans are developed during formal staffings with the unit multi-disciplinary team and the assigned inmate to identify goals and measure progress toward those goals.
- Individual Care Plans are developed by a multi-disciplinary team to assist in further behavioral management of inmates who require additional services to assist them with staying out of segregation or observation status.

- Out-of-cell structured therapeutic activity is being offered to inmates on MSMU Wing One and designated mentally ill inmates in segregation in addition to MSMU. Groups are both single session psycho educational and multi-session therapeutic plan driven activities.
- Community Meetings are held weekly on each wing to increase communication and cooperation amongst inmates living in the

Psychological Services Unit (PSU)

- Increased services provided on MSMU including trauma groups, self-esteem programs, more process oriented psychotherapy groups and individual psychotherapy.
- Increased services provided to inmates housed in segregation including anger management, self-esteem, health living, coping skills, interpersonal skill building and others.
- Added groups provided to general population inmates including trauma, stress, pain management, and other group activities.
- Initiated enhanced suicide prevention processes including reviewing all inmates placed into observation for a suicide threat or self-harm gesture within 24 hours,

Psychiatric Services

- Patient focused groups on medications have continued in MSMU and have expanded into the general population (12 groups during this timeframe).

Records

- Implemented ACT 28 procedures within the Records Office.
- Continued to implement WICS and provided WICS training.
- Cross trained employees in job duties.
- Performed complex sentence calculations.
- Back loaded all Judgments of Convictions into WICS database.

same area and to identify and resolve conflicts more timely.

- Groups focused on Re-entry initiatives are provided by multi-disciplinary staff.
- Participated in training of staff on Suicide Prevention practices and specialized training on working with inmates who have serious mental illnesses.

reviewing inmates removed from observation status within 24 hours and again within 7 days, and reviewing inmates placed into segregation quickly upon arrival.

- Developed and implemented gender-specific suicide prevention training for all institutional staff.
- Provided quicker clinical evaluation of inmates entering the institution, inmates entering segregation, and inmates being considered for minimum facilities.
- Provided placement for 2 Doctoral Level interns placed at TCI under the DOC's APA approved internship program.

- Expanded training and served as a training site for a Nurse Practitioner obtaining special credentials in mental health care (a program run by Rush College of Nursing in Chicago).
- Diphenhydramine CQI project completed.

- Responded and processed Open Records requests.
- Produced quarterly newsletters for community non-profit agency.
- Converted inmate Visitor Lists to WICS.
- Implemented process of computing inmate sentences by individual counts.

Security

- All Security Staff have received annual training by using a 2 day training block. Training consisted of Weapons Requalification, Incapacitating agents update, POSC, Suicide Prevention, Mental Health, Fire Science and Scott Air Pack.
- Suicide prevention drills were conducted monthly on rotating shifts.
- Fire Drills conducted monthly on rotating shifts.
- Assessment of locks and keys were conducted and a new key database was implemented.
- Assessment of and changes in tool control.
- Additional escorts provided in the segregation unit to meet the programming and medical needs.
- Conducted training for ERU, attended the joint ERU.
- Conducted training with the Crisis Negotiations Team, attended joint ERU.
- Reviewed and revised all security post orders.
- All staff have attended mandated training in PREA.
- WICS training completed and system operational update training began.
- Training Calendar created.
- Continue to conduct monthly Staff Training Day on first and second shift.
- Assessing security procedures and tool control for the Cosmetology Program.

Social Services

- Continued internships with UW-Oshkosh, UW-Green Bay, and Marian College.
- Continued St. Rose monthly visits and Mothers Offering Mutual Support Group.
- Continued Family Connections and Family Connections added a literacy component.
- Continued with UW-Oshkosh “Inviting Convicts to College” and Independent Decision Making programs.
- Continued to work with Madison Urban Ministries and held simulations.
- Continued to work with Big Brother/Big Sister Amachi project.
- Complied with DOC’s requirements for Limited English Proficiency. Signs are posted throughout the institution in English and Spanish, *I Speak* cards have been made available to all staff to establish communication with inmates, in addition to all staff completing LEP online training for awareness. Business cards were dispensed to WWCS staff providing available language line phone numbers for interpretation services.

COMMUNITY RELATIONS BOARD

The 2010 Community Relations Board meeting was held at TCI on November 2, 2010. These meetings create an opportunity for community partners to learn more about TCI prison operations and initiatives as well as provide a forum for input regarding issues that impact the system as well as the community. Membership consists of local and state governmental officials, business leaders,

and citizens. Information concerning changes or trends that are occurring within the agencies is presented in order to keep all members informed of new and on-going issues. The members provide us with input into community issues that may have an impact on our operations. Members from the affiliations below are invited to attend these annual meetings:

ARC/City Council	Fond du Lac Co. Victim/Witness Services
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Association of Commerce	Fond du Lac Police Department
Communications & Emergency Management	Marian University
Congregation of St. Agnes	Moraine Park Technical College
County Circuit Court Judge	Solutions Center
Department of Social Services	Sophia Foundation
Division of Community Corrections	St. Agnes Hospital Domestic Violence Program
Fond du Lac Co. Dept. of Community Programs	State Representative 52 nd Assembly District
Fond du Lac Co. District Attorney	State Senator 18 th Senate District
Fond du Lac Co. Sheriff's Office	Town of Taycheedah

INSTITUTION PROGRAMS

SOCIAL SERVICES

TCI Social Services continued to offer a variety of management services affecting the unique needs of the female inmate's incarceration, rehabilitation efforts, and successful return to the community.

Violence in Relationships: Violence in Relationships identifies the different types of domestic abuse and factors in our society what contribute to the problem of domestic violence. This program also covers issues including why the victims stay in abusive relationships and the impact of domestic abuse on the family.

Anger Management: Anger Management is designed to explore anger issues of the female inmate. Historically, women's freedom to express their feelings and emotions has been limited by gender specific stereotypes. Through a cognitive approach, women are given the opportunity to learn and constructively direct their feelings and emotions through group discussions and role-playing.

Alcoholics/Narcotics Anonymous: 12-step self help groups staffed by community volunteers.

SMART: (Self-Management and Recovery Training): This program was included as an alternative to 12-step programming. SMART is a self-help program that emphasizes enhancing motivation, refusing to act on urges, managing life's problems in a

sensible and effective way, and developing a positive, balanced, healthy lifestyle.

Parenting and Extended Visits: This program enables the incarcerated female to learn cognitive parenting skills and to actually put these skills into practice through daylong visits with her children.

The extended visitation portion is composed of seven-hour visits conducted in a pleasant home-like atmosphere that allows parent and child to interact in a relaxed, natural setting. Mothers are able to maintain their parental role throughout their incarceration, as well as practice the parenting skills learned in the Parenting Program.

Pre-Release Program: This is a ten module program consisting of Education, Employment, Family Support, Financial Literacy, Health, Housing, Personal Development, Transitional Preparation, Transportation and Wellness. These modules are facilitated by Education, Psychological and Social Services staff. The program includes detailed release planning, resume production, probation and parole supervision information, interviewing skill development and community resource utilization. This program is an identified A&E need.

TCI has formed a multi-disciplinary committee to organize a Resource Fair for the inmates to prepare for re-entry to the

community. The Resource Fair gives 200 inmates the opportunity to come and speak with approximately 25 vendors at the fair and receive information on successfully re-entering the community. Inmates receive materials based on program modules listed above and the opportunity to interact with community resources.

Cognitive Interventions Program (CGIP): CGIP is a 30 lesson program designed as a pre-treatment program to help get the maximum benefit from other programs such as anger management, domestic violence counseling, or AODA programming. CGIP also has a strong relapse prevention component designed for participants who may have completed other programs without a strong personal commitment to change their problem behavior and find themselves in trouble once again.

St. Rose Family Reunification Program: This program from Milwaukee works with children affected by parental incarceration. The program facilitates parent-child prison

visits, children's support groups, individual and family therapy, gender-specific programs for girls and mothers, MOM's groups, and a wraparound based aftercare project.

Family Connections Dane County: This program from Dane County seeks to help maintain and strengthen the bonds between incarcerated mothers and their children through the provision of transportation. In addition, the program seeks to help children cope with their parent's incarceration through a voluntary support group for children and their caregivers.

Family Connections Literacy Program: This program was initially funded by a grant awarded to Family Connections and the Dane County Library Association. Participants are allowed to select a book for each child and then read that book onto a DVD. This is supervised by Family Connections volunteers. The book and tape are then sent to the child/child(s) caregiver.

RELIGIOUS SERVICES/PROGRAMS

Taycheedah Correctional Institution provides a wide range of religious programming for all inmates.

Protestant, Catholic, Islamic, Pagan, Buddhist, and Native American worship services are held on a regular basis. Total cumulative participation in congregational worship for all faiths in fiscal year 2011 was 13,461.

In addition to worship services, 23 different studies and programs are held weekly, bi-weekly or monthly. Some of these programs are open to those of a particular faith and others are offered irrespective of religious preference. A total cumulative participant in these programs for FY 2011 was 8,931. More than 300 volunteers help to provide these services and programs.

The programs and studies offered through the Chaplain's office include the following:

- Campus Crusade Weekly One-on-one studies
- Catholic Monthly Bible Study
- Community Baptist of Greater Milwaukee Monthly Bible Study
- Campus Crusade Monthly Christian Video
- Siddha Yoga Monthly Study
- Holy Family Catholic Basic Beliefs Monthly Study
- Rosary Prayer Monthly Study
- Jehovah's Witness Weekly One-on-one studies
- Rev. Iles Protestant Weekly Bible Study
- Religious Choir
- Wiccan Weekly Circle and Study
- Native American Smudging Prayers
- Assessment & Evaluation Inmate Weekly Bible Study
- Lower Lake Bi-weekly Bible Study

- Islamic Monthly Study
- Buddhist Monthly Study
- Faith at Work Monthly Study
- Hispanic Weekly Bible Study
- Alcoholics Anonymous Bi-weekly Meetings
- Narcotics Anonymous Bi-weekly Meetings
- Stephen's Ministry Weekly One-on-one studies
- Grief Group: Experiencing the Losses in Life – seven week sessions
- Native American Wellbriety Talking Circle

The inmate population as of 6/30/2011 reflected the following religious preferences:

- Protestant = 68.8%
 - Catholic = 16.1%
 - Native American = 5.5%
 - Wiccan = 7.1%
 - Jewish = <1%
 - Islamic = 4.0%
 - Buddhist = 1.1%
 - Other/no preference = <1%
- (*The total percentages add up to more than 100% because Native Americans are permitted to have a dual preference of Native American and Catholic or Native American and Protestant and are counted under both preferences.)*

In FY 2011, the following materials were distributed to inmates at no charge to them. (All materials were donated by outside sources or purchased through funds donated by inmates to the TCI Chapel Fund):

- Bibles 443
- Rosaries 25
- Calendars 1,106
- Religious Publications 4,604
- Religious Books loaned 3,593
- Greeting cards 17,527

The Chaplain provides one-on-one counseling and visitation upon request by inmates or through referrals by staff. In FY11 there were 301 such counseling sessions. In addition, the Chaplain arranges for inmates to receive clergy visits from pastors and other spiritual leaders, averaging approximately 20 visits per month.

Special activities and events in FY11 included:

- Prison Fellowship “Angel Tree” program which provides Christmas gifts for inmates’ children; 137 inmates participated and 299 children were provided with gifts.
- Salvation Army Christmas Toy Project which provides toys for inmates’ children in Wisconsin/Upper Michigan; 148 inmates participated and 270 children received toys.
- Wiccan Feast Day
- Islamic Feast Day
- Memorial “Service of Remembrance” for all inmates who had lost a loved one.
- Memorial Service for an inmate who died during the year.
- Christmas Eve services – 4 programs.
- Good Friday worship services – 2 programs.
- Volunteer orientation/training event attended by 27 new volunteers.

PSYCHOLOGICAL SERVICES UNIT

Taycheedah Correctional Institution is entrusted with the challenge of providing treatment to incarcerated female inmates. Traditional treatment approaches often neglect issues unique to female inmates. Psychological Service Unit (PSU) staff attempt to provide female inmates with

programs geared specifically towards women’s issues.

Our mission is to afford meaningful opportunities for positive change to individuals with mental health needs.

Population

Approximately 80% of inmates housed at TCI are identified as having some form of mental illness. Slightly more than 26% are diagnosed with a serious mental illness including major depressive disorder, bipolar disorder, psychotic disorders, and behavioral disorders which significantly impact the inmate’s ability to function effectively. More than 50% of inmates are diagnosed with less significant mental health needs including anxiety disorders, adjustment disorders, and less disturbing mood disorders. Seventy-one percent of the mental health caseload (59% of all inmates) is prescribed psychotropic medications.

- 0.5 LTE – Psychologist Consultants
- 1.0 FTE – Crisis Intervention Worker
- 3.5 FTE – Office Operations Associate

Psychology staff are fully integrated into housing units to ensure development and maintenance of a multidisciplinary approach comprised of all unit staff including psychologists, social workers, and security officers. All inmates identified as having a mental health need are assigned a primary mental health clinician and seen regularly. Psychology staff are also aligned as teams with psychiatric providers to help ensure treatment continuity and collaboration.

Staffing Pattern

PSU staff consists of:

- 1.0 FTE – Psychologist Manager
- 1.5 FTE – Psychologist Supervisor
- 17.75 FTE – Psychologists (licensed) or Psychological Associates (non-licensed)

Interventions

Psychological Services provides inter/intra-institutional emergency intervention, as well as intake programming, clinical assessment, treatment, education, and emotional support to inmates. Cognitive restructuring and skill training are primary strategies.

PSU Intake Programming

Assessment & Evaluation Processes:

All inmates entering the institution are interviewed and those with identified mental

health needs have a preliminary treatment plan developed within 72 hours of arrival.

Treatment and Programming in General Population

Mental health treatment for inmates in general population is provided in group and individual formats. Groups offered in general population include:

process the emotional impact of childhood abuse on their lives, and relate that insight to their behavioral patterns and cognitive judgment.

- **Psycho Educational Class for Trauma & Abuse (PE Class):** A structured program to acquaint the inmate with the basic terms, concepts and skills for cognitive self-counseling that will serve as a foundation for further services as well as meet the immediate needs of many inmates adjusting to prison life. The focus of the group is to address the impact of trauma and abuse on an individual’s life.
- **Childhood Abuse Therapy Group (CAT):** This treatment program is designed to enhance inmate’s ability to
- **Sex Offender Treatment (SOT):** SOT is a group psychotherapy treatment designed to assist sex offenders in living an open, accountable, and victim-free lifestyle by reducing and effectively managing re-offense risk factors. The SOT curriculum includes a complete Criminal Thinking (CGIP) component at the beginning of treatment, followed by intensive group psychotherapy focused on realizing the goal of an effective re-offense prevention plan. Appropriate psychological assessments are utilized to identify inmates’ areas of strength and risk.

- **Chronic Pain Management:** PSU developed a group cognitive therapy program to assist inmates in managing

the cognitive and behavioral aspects of chronic pain and partners with HSU to help identify program participants.

MONARCH SPECIAL MANAGEMENT UNIT

Monarch Special Management Unit (MSMU) is a 61-bed specialized management unit for inmates who have difficulty in adjusting to the prison environment due to mental or emotional problems and/or cognitive deficiencies or who have a special need identified by medical staff or via other means requiring specialized care. The unit is managed by a Program Supervisor in collaboration with a Security Supervisor, and with consultation by the Psychology Manager and Assistant Health Services Manager. Program components are highly individualized and consider the inmate's security, daily living, clinical, medical, educational, offense related, and rehabilitative needs. Inmates are referred to MSMU by a psychologist or advanced health care provider. Each inmate has an individual treatment plan that is reviewed periodically. Multidisciplinary meetings comprised of psychologists, crisis intervention workers, social workers, health service representatives, educational staff, and security personnel occur weekly.

Each inmate on MSMU has an assigned psychological services provider who provides individual psychotherapy. Psychology staff facilitates group therapy interventions based on the inmate's needs,

Dual Diagnosis/Strength Programming

MSMU houses the Strength program. Strength is a program for women with co-occurring AODA and mental health concerns. The program is co-facilitated by a correctional social worker and a

in collaboration with social workers, health services staff, and appropriately trained security staff.

- **Anger Management:** Anger management is a cognitive program designed to address general principles and issues surrounding anger and anger management. The goal of the program is to present information that enables inmates to identify and effectively manage anger.
- **Life Skills:** This group utilizes a cognitive program designed to improve awareness of self and others. The group covers topics of interest in daily life in the community including grocery shopping, financial management and budgeting, citizenship, finding housing, and adult health. It is co-facilitated by education and social work staff.
- **Stress Management:** This program, like its general population counterpart, assists the inmate in developing coping strategies and skills useful in managing routine life stressors and those specific to topics most pertinent to a correctional setting.

psychologist with consultation with other professional including psychiatrists, health services staff, other psychologists, and educational personnel.

AODA

The Taycheedah Correctional Institution AODA Program is specifically developed for women in recovery and works towards empowering women to make healthier life choices.

About the program:

- 16 week residential program where inmates are housed on a unit dedicated to AODA programming. The unit is highly structured with inmates being

- held accountable for all inappropriate behaviors through the use of Program Sanctions.
- 12 group members assigned to each group.

- The program includes and meets the A&E recommended needs of the Cognitive Intervention Program, Anger Management, Violence in Relationships Counseling, Restorative Justice, Relapse Prevention, and Victim Impact.

EDUCATION

Educational programming at Taycheedah Correctional Institution reflects the needs of the female inmate with the intention of enhancing basic education, providing practical job skills, and helping inmates acquire attitudes and self-direction needed to perform ethically and productively in the community upon release. Inmates can

participate in academic and vocational education in Simpson Hall while at Taycheedah. Academic education is also available for students housed in Monarch. In addition, the school offers library services, correspondence education, and computer assisted instruction as well as teacher-taught Re-entry modules.

Educational Enrollment and Completion Data: FY 2011

Average # Full and Part-time Students	193
Average # Academic Students	104
Average # Title 1 Students	9
Average # Special Education Students	7
Average # Vocational Students	37
Average # Students Taking Classes at Monarch	22
Total # HSED components completed	321
Total # HSED/GEDs Earned	39
Total # of Vocational Completions	
Cosmetology	NA
Dental Laboratory Technician	9
Fundamentals of Building Maintenance and Construction	7
Office Software Applications	21
Incarcerated Individuals Program	
Total # of participants	18
Average # MATC credits earned	6
Total # of MATC credits earned (all participant combined)	105
Total # of Teacher-taught Re-entry Modules	37
Total # of inmates completing Teacher-taught Re-entry Modules	311

Adult Basic Education: The goal is to assist the inmate in achieving a High School Equivalency Diploma (HSED). Classes are offered in Reading, Writing, Social Studies, Science, Math, Civics, Health and Employment Skills. Assessments are completed in career interest and aptitudes to assist the inmate in job selection or continued education. Taycheedah averaged 104 adult basic education students during Fiscal Year 2011.

Title I: The Title I program specifically targets delinquent and neglected adult basic education students who are under 22 years of age and who do not have a high school diploma or HSED. Its emphasis is to enhance and reinforce all disciplines of learning with a focus on individual responsibility and accountability. The main goal of Title I students is to set their goals and then work through the process that leads to completing their goals. Taycheedah averaged 9 Title 1 students per month during Fiscal Year 2011.

Special Education: The Special Education program (SPED) provides additional learning opportunities for students under 22 years of age identified with educational disabilities which have delayed their educational progress including obtaining a high school diploma or HSED. Taycheedah averaged 7 special education students per month during Fiscal Year 2011.

English as a Second Language: The English as a Second Language (ESL) program provides assisted instruction to inmates whose primary language is not English. ESL students can take a Basic Reading/Communications classes, supplementing their instruction through computer assisted instruction and tutorial assistance.

VOCATIONAL

The Moraine Park Technical College (MPTC) certifies vocational programs offered at TCI. Credits earned are transferable to the Wisconsin Technical College System for continuing education. Inmates earn certificates or diplomas from MPTC upon completing one of the following Taycheedah taught programs:

- Cosmetology Program
- Dental Laboratory Technician Program
- Fundamentals of Building Maintenance and Construction Program
- Office Software Applications Program

Cosmetology Program: The Cosmetology program is a competency-based diploma program certified through Moraine Park Technical College. In addition to learning haircutting and hairstyling techniques and trends, students learn hair coloring and permanent wave techniques, and study cosmetology-related chemistry and anatomy. Students also study salon services and operations while preparing for the State Barber/Cosmetology Licensing Exam. Graduates who pass the state board exam would be eligible to practice in full-service salons.

Dental Laboratory Technician: The Dental Laboratory Technician program is a competency-based certificate program certified through Moraine Park Technical College. Participants earn 15 credits with learning to produce and repair full and partial removable dentures. Courses include Introduction to Dental Technology and Anatomy, Introduction to Removable Prosthetics, Advance Removable

Prosthetics, and Removable Partial Dentures-Acrylic as well as Student Success and Occupational Communications. Taycheedah is also working with the Department of Work Force Development-Bureau of Apprenticeship Standards, allowing participants to also earn apprenticeship hours during the classroom and laboratory phases of the program. Program graduates could work at dental laboratories manufacturing full and partial removable dentures.

Fundamentals of Building Maintenance and Construction Building Maintenance and Construction is a competency-based diploma program certified through Moraine Park Technical College. This program prepares students for entry-level employment in the construction and building repair and maintenance areas. Students learn to repair and maintain physical structures of commercial and private establishments such as factories, office buildings, hospitals, apartment houses, and homes using hand and power tools. They learn the safe and effective use of hand tools, portable power tools and stationary power tools. They learn basic carpentry, electrical, plumbing and blueprint reading and on the job safety.

Office Software Applications: The Office Software Applications Certificate Program prepares the inmate for various clerical and related office positions. This 4-6 month, self-paced course includes instruction in Beginning Keyboarding, Microsoft Office Suite including Windows XP, Word XP, Excel XP, PowerPoint XP, Access XP, and

Integration, Occupational Communications, and Student Success. The inmates also learn core abilities that are transferable to any job: such as working productively, learning effectively, communicating clearly,

acting responsibly, valuing self positively, and thinking critically and creatively. The inmate receives 14 transferable credits and an Office Software Applications Certificate from MPTC upon completion.

INCARCERATED INDIVIDUAL PROGRAM

Eligible inmates at Taycheedah continued to participate in the DAI-wide Incarcerated Individual Program (IIP) during fiscal 2011. Participants must be under 35, within seven years of anticipated release and have graduated with a high school diploma, GED or HSED to be eligible to participate in the

program. Eighteen IIP participants earned a total of 105 associate degree credits while taking one or more of the following classes from the Milwaukee Area Technical College's (MATC) liberal arts transfer program during the summer and fall 2010 and spring 2011 semesters:

- Abnormal Psychology
- America Since 1877
- America Through 1877
- American National Government and Politics
- College Success
- Elements of Speech
- English 1
- English 2
- Environmental Science
- High Level Wellness
- Introduction to Ethics
- Introduction to Modern Cinema
- Introductory Psychology
- Principles of Macro Economics
- Valuing Diversity

Other Services:

- College Correspondence is available at inmates cost with DOC/TCI approval
- Computer Aided Instruction: Gregg Keyboard, Microsoft Office Software programs, Access 21st Century, GED 21st Century, Plato, Rosetta Stone, CareerScope, JobCenter, LexisNexis, and other computer-based software applications.
- Teacher-taught Re-entry Modules.

HARRIS HALL COMMUNITY SERVICES

TCI has an inmate Community Service Program in Harris Hall that has established a partnership with a number of community agencies throughout the state.

TCI does not sponsor any fundraisers, but donates goods to be sold, auctioned off or raffled to non-profit organizations for their fundraisers. A total of 11,996 inmate hours were worked in FY11 with 986 items donated back to 34 charities. A few community organizations reaping inmate community service projects:

Community Service inmates knit, crochet, and sew clothing, stuffed animals, and blankets for many non-profit organizations.

- | | | |
|----------------------|-----------------------|----------------------------|
| Beacon House | DOC State Employees | Fond du Lac Relay for Life |
| Church of Our Savior | Partners in Giving | Fond du Lac Senior |
| Columbus, WI Breast | Campaign | Center |
| Cancer Support Group | Fond du Lac Christian | Free Spirit Riders |
| Corrections Bowling | School | Friends of Sarnelli House |
| Charities | Fond du Lac County | Orphanage |
| DCI Hospice | Nurses Association | Habitat for Humanity |
| | Fond du Lac Police | Heaven's Touch Ministry |
| | Department | Holy Family Church |

Knit Wits	Quilts of Valor	Victim Services, Rape
Marian University Criminal Justice Club	Restorative Justice	Crisis Center
Milwaukee Crime Victims / Survivor's Resource Fair	Safe Harbor	Volunteer Center of Fond du Lac County
New Beginnings	Service League	Waupun Lions Club
Pregnancy Care Center	Sigma	WCA
OVSP Rape Council	Solutions Center	Wisconsin Alliance for
Parents of Murdered Children	St. Agnes Hospital	Drug Endangered
	Domestic Violence Program	Children Backpack Program

RECREATION

Recreational programming continued to be a valuable tool in the reduction of inmate idleness, and to build self-esteem and a feeling of accomplishment. A healthy body contributes to a healthy mind and attitude. Simpson gym and outdoor recreation areas

are accessible for all inmates, including disabled inmates.

Recreation periods are offered at various times Monday – Saturday.

Activities and programs included:

Weight training: Four stack weight training machine and eight piece weight training set

Exercise equipment:

Treadmills	Recumbent and up right bikes	High and low impact
Elliptical machines	Bo-Flex	aerobic tapes and DVD's
Stair steppers		with movable TV stations

Team sports:

Basketball	Badminton	Kickball
Softball	Volleyball	

Individual activities:

Walking/jogging (outdoor track areas – seasonal)	Frisbee (outdoor – seasonal)	Fitness balls
	Hacky Sac	Double Dutch & Individual jump ropes

Adaptive Recreation:

Adaptive Recreation offers individual therapeutic techniques for all inmates in need of some form of physical rehabilitation. All inmates must be approved by Health Services to confirm the physical need to attend.

Adaptive recreation is scheduled daily, Monday through Friday in the gymnasium. An average of 238 inmates per month participated in adaptive recreational activities during FY 2011.

Special activities:

Aerobics (indoor seasonal – fall through spring) averaged 297 inmates per month participating.
 Volleyball league (indoor seasonal – fall through spring)
 Intramural Kickball program had over 400 inmates participate.
 Softball (outdoor seasonal - summer)

FY 2011 total recreation activities attendance averaged 2,006 inmates per month.

HEALTH SERVICES UNIT

One HSU Manager and one HSU Assistant Manager provide management of HSU staff and health care services administered while reporting to Bureau of Health Services (BHS) and the Warden at TCI. The TCI HSU has continued to undergo many positive changes during fiscal year 2011. TCI HSU provides both on-site and off-site specialty care for a wide range of clinical specialties. HSU is open 24/7 to provide

inmates access to services for emergency, routine, and scheduled health care.

Improvements

The number of direct patient care and support staff has remained consistent in the FY 10-11 Governor's State Budget. The table below lists the full-time equivalents (FTE) of HSU staff.

Classification	2008	2009	2010	2011
Nurse Clinician 2 (RN)	13	17.5	19	20.7
Nurse Clinician 2 (RN) Weekender	2	2	2	1.8
Licensed Practical Nurse (LPN)	10.5	10.5	15.5	15.5
Physician	1	1	1.5	1.5
Medical Program Assistant Associate	3.5	3.5	3.5	3.5
Medical Program Assistant-Senior	1	1	1	1
Nurse Practitioner	2.5	2.5	2.5	2
Medical Assistant	2	3.5	3.5	3.5
Dental Assistant	1.5	1.5	1.5	1.5
Dentist	1.5	1.5	1.5	1.5
Dental Hygienist	0.5	0.5	0.5	0.5
Nursing Supervisor	2	2	2	2
Total FTE's	41	47	54	55

- TCI has a total of 22.5 Nurse Clinician 2 (registered nurse) FTE's (full time equivalents) which provide 24 hour, 7 day a week nursing coverage.
- On-site digital mammography services utilized for routine breast cancer screening has replaced routine x-ray type screening.

- Utilize Advanced Care Practice teams (MD + NP) for patient care which provide for increased continuity of care.
- TCI held a Women's Health Fair for inmates in May of 2011 – with participation by over 370 inmates.
- Multiple audits of medication management and TCI processes conducted for Continuous Quality Improvement purposes.

Chronic Care Clinics

Chronic disease is identified during the intake process. Chronic care clinics are designed to prevent exacerbations from chronic disease, provide consistent monitoring of patient's with chronic illness, and to provide education to patients with or who are at risk for chronic disease from intake to their release date. The specific treatment care guidelines and nursing protocols, consistent with national best

practice standards, assist in determining the frequency of lab monitoring and advanced care provider visits. The advance care provider determines follow-up on an individual patient need/basis. The chronic care clinics are also monitored by nurse clinicians. Nurses assigned to specific chronic care clinics plan provide educational opportunities for each chronic illness population. Emergent, urgent and follow up assessments are provided as identified by

HSU staff or by patient request. Patient education is provided with new medications and as treatment options are identified. The format of the Chronic Care Clinics has undergone a transition to improve efficiency and efficacy. The updated approach to the chronic care clinic places emphasis on initiation of chronic disease management and the ability of each patient to participate in and take ownership of their individualized plan of care. The MD/NP initiate chronic care clinic appointments and scheduled

follow ups based on current chronic disease treatment guidelines and the patient's current condition. The benefits of this approach include minimizing duplication of costly labs tests that are ordered independently through the various Chronic Care Clinics, decreased duplication in appointments with providers, and early detection of complications/exacerbations of the disease process which ultimately reduce the need for costly hospitalizations.

Current Chronic Care Clinics

Chronic Condition	Number of Inmates with Diagnosis
Asthma	215
Cardiac	118
Hypertension	108
Diabetes	49
Seizures	29
HIV+	2
Hepatitis C +	78
Malignancy	0
Hyperlipidemia	48
Pregnancies/Deliveries	32/20

PSYCHIATRIC SERVICES

Psychiatric Services is a component of the Health Services Unit concerned with the assessment and treatment of inmates with psychiatric illness. This service is the primary prescriber of psychotropic medications. It works in close alliance with the Psychological Service Unit regarding the assessment and treatment of mentally ill inmates. It works, similarly, with the Health Services Unit, integrating inmates' medical illnesses and treatment with their psychiatric conditions and treatment. This service has taken on increased autonomy with the hiring of a Psychiatric Supervisor, effective December, 2009.

Staffing:

Psychiatry Service staffing consists of:
 1.0 FTE - Psychiatry Supervisor
 1.0 FTE – Medical Assistant (from HSU)
 0.5 FTE – Psychiatric Registered Nurse
 6.0 LTE – Psychiatrist positions (six ½ time FTEs)

Psychiatric Service initiations:

Effective in 2010, the service has established monthly staff meetings. Two meetings are held each month to allow for all LTEs to attend. Quarterly psychiatry general staff meetings are held with Central Office staff.

Effective in 2010, the service has established a Continuous Quality Improvement program which feeds into the institutional program for TCI. Quality Improvement audits are cited below.

Psychiatric Service components:

New Intakes Seen:	307
Emergent/urgent visits	151
Health Service requests	1851
Total clinic visits	5838

Continuous Quality Improvement Audits conducted:

- 1) Diphenhydramine Prescriptions for Mental Health Consumers (8/2010)
- 2) Latencies of Psychiatric Follow-up requested by other clinicians (8/2010 & 02/2011)
- 3) Psychiatric Response to Observation Placements at TCI (08/2010 & 02/2011)
- 4) Latency to Initial Psychiatric Evaluations for Inmates (08/2010 & 02/2011)
- 5) Wait Times for Psychiatry, self-referred (08/2010 & 02/2011)
- 6) Psychiatry Review of PSU Records (08/2010 & 02/2011)
- 7) Lithium Audit TCI 2011
- 8) Psychiatric Response to Observation Placements at TCI (08/2010 & 02/2011)
- 9) Assessment of Volume & Response to "Urgent" and "Emergent" Requests for psychiatric care (02/2011)

- 10) Psychiatry Follow-up Note Content (02/2011)

Audits have led in several cases to quality improvement interventions ranging from policy modification to further staff training utilizing best practice guidelines.

Psychiatric Service Program Plans for 2010–2011 include:

- 1) The development of chronic disease templates for the use of antipsychotic medications, mood stabilizers, and clozapine.
- 2) Begin use of signed consent documents for psychotropic medications.
- 3) Assist in policy and procedure development towards NCCHC accreditation.
- 4) Develop, implement and document protocols for managing antipsychotic medication side effects.

AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR

The Wisconsin Department of Corrections complies with the American with Disabilities and Rehabilitation Act. The ADA Coordinator at TCI is the Corrections Management Services Director (CMSD), Mr. Charles Brown. Mr. Charles Axelsen, Buildings & Grounds Superintendent, was appointed as back-up ADA Coordinator.

The ADA Coordinator may be contacted in writing by using form DOC-761 (Interview/Information Request form). All requests for accommodations are submitted on DOC-2530 (Reasonable Modification –

Accommodation Request) form along with a DOC-1163A (Authorization for Use and Disclosure of Protected Health Information) and reviewed with medical staff. Additionally, inmates with disabilities are encouraged to contact their teacher, social worker, or housing unit sergeant in writing using DOC-761 for accommodations for specialized needs. The role of the ADA Coordinator is to ensure fair and equitable treatment of inmates and members of the public with disabilities who seek access to DAI services, programs, or activities.

RECLASSIFICATION REVIEW COMMITTEE

The Reclassification Review Committee is responsible for reviewing the inmate's rehabilitative status, recommending security classification, and institution placement recommendations.

The Reclassification Review Committee consists of Bureau of Offender Classification and Movement representative with TCI representatives from security and treatment disciplines.

ASSESSMENT & EVALUATION

The Assessment & Evaluation (A&E) Specialist is responsible for reviewing the inmate's Judgment of Conviction, Criminal Complaints, Violation Information, and Pre-Sentence Investigations and then making recommendations for programs, security

classification, and institution placement. The recommendations are then approved, altered or disapproved by another Offender Classification Specialist. The initial classification is conducted by the Offender Classification Specialist.

SECURITY AND SAFETY

It is the mission of TCI's Security Department to provide a safe and secure facility for the public, staff, and inmates as well as being a role model while maintaining professional conduct for TCI and the Department. We want to enable the inmates to learn positive and constructive ways to deal with their issues.

The laundry at TCI runs with one officer and employs seven inmate workers. The seamstress sews DOC patches and chevrons on officer uniforms, mend and repair inmate clothing and institutional items. The laundry officer also supervises one inmate for detailing the institution vehicles.

Visits

As an institution, we encourage visits from family members and significant others. We feel this is an integral part of inmates' rehabilitation and reintegration into the community. For FY11, there were 6,663 visits and 12,406 visitors.

Maintenance Officers

The Maintenance work crews, of 2 correctional officers and 36 inmates, are responsible for maintaining 27 acres of land inside the perimeter fence.

Laundry

Conduct Reports

There were 1972 total conduct reports: 648 major and 1324 minors. 83 appeals were filed.

HOUSING UNITS

Abrahamson Unit (AB)

This unit was originally opened in 1995 and housed the maximum security inmates. In 2004 this unit was named the Abrahamson Unit and the medium security inmates were moved to this unit. It is a 96-cell unit with a maximum capacity of 184 inmates. Inmates are housed two per cell with the exception of eight handicap single cells.

security. Alternative to Revocation (ATR) inmates also participated in the program. All programs are 16 week closed sessions.

Addams Hall

Addams Hall was built in 1932, and occupied in 1933 as the Wisconsin Home for Women. Addams Hall now houses inmates involved in AODA Treatment. Addams Hall houses 3 AODA residential treatment program groups. Inmates participating must be medium or minimum

Dorms/Barracks

The Dorm, which is an open bay unit with bunk beds lined up against the walls, opened its doors on August 2, 1997. It has a capacity of 146 medium-security inmates.

Harris Hall

Harris Hall was constructed in 1918 and opened in 1921. It was originally designed to house the superintendent and offices on 1st floor. The 2nd and 3rd floors were designed and built as inmate living quarters. As described in the Daily Reporter on 11/4/1922, "The Taycheedah Home is not

an industrial school for women. It is rather the stopping place of many girls who are headed on the downward path and who through kindness and love are once more headed straight.”

Harris Hall currently houses “mature” inmates and has 2 floors of inmate rooms, which house medium and minimum security inmates, with 1 to 4 inmates per room. Criteria for living in Harris Hall include; at least 40 years old and good behavior. This unit is less restrictive. Most inmates living on this housing unit participate in community service projects.

McCauley Unit (MC)

The MC Unit was transformed to the maximum security unit from the medium unit at the beginning of November 2004. The unit consists of 125 cells with a maximum capacity of 240 inmates. The north wing of the building houses A&E and Probation and Parole (P&P) holds. The west wing of the building houses maximum general population inmates.

Monarch Special Management Unit (MSMU)

The Monarch Special Management Unit opened January 2002, as a specialized housing unit for female inmates with mental health or other special management needs.

The MSMU is dedicated to providing quality mental health services for adult female inmates utilizing a multidisciplinary approach. The program blends psychological services such as psychotherapy groups, life skills, stress management, and trauma programming with crisis management, release planning, collaboration with community programs, and onsite medical and psychiatric care to provide a therapeutic milieu whose goal is long-term stabilization and effective evaluation and diagnoses so that inmates can continue to have their needs met when they are released into the community. Safety and security is maintained by correctional officers, who also participate in therapeutic interventions and are an integral part of the treatment approach.

MSMU has the capacity to house and provide on-unit treatment to 61 inmates. Three of these cells are reserved for inmates needing more extensive observation by security and treatment staff. 14 of the beds are reserved for inmates in the 6 month STRENGTH dual diagnosis program.

Segregation Unit

The Segregation Unit is utilized as a means of providing security separation of inmates whose behavior substantially affects the safe and secure operation of the Institution. Placement within this type of housing will usually occur through an inmate disciplinary process regarding the inmate's violation of department and institution rules and regulations. The Segregation building facilities include: 68 cells, 4 of which are observation cells.

Additional available outside recreation hours for those inmates housed in Segregation unit have been added in the past year. Inmates are now offered 5 hours of outside recreation per week and allowed to use recreation equipment while outside such as basketballs, volleyballs, hula hoops, and hackey sacks. Structured therapeutic activities are also offered to inmates meeting the mental health criteria. Structured therapeutic activities are groups offered daily covering topics ranging from stress management, CGIP, current events, and health relationships. To comply with standards set forth by the USDOJ MOA, inmates are offered the opportunity to meet with a psychologist for individual appointments out of cell on a weekly basis or as needed and seen by PSU upon arrival in Segregation status or the first working day thereafter.

With the addition of these items, there has been a significant drop in Clinical Observation placements and also a significant difference in the number of serious incidents on this housing unit, both with self-harm and staff assault incidents.

RECORDS

The Records Office is responsible for the management of inmate legal and social service files; the dissemination of legal and Earned Release Review Commission information; the facilitation of release, transfer and admission of female inmates; the maintaining and updating of sentence

information; and the provision of notary services. The Records Office is comprised of (1) Offender Records Supervisor, (2) Offender Records Assistant 3's, (3) Offender Records Assistant 2's, and (2) Office Associates support staff.

AGE					
	TCI	JBCC	MWCC	RECC	TOTAL
Under 18	2	0	0	0	2
18-20	23	0	0	5	28
21-30	207	40	29	67	343
31-40	203	28	28	77	336
41-50	153	39	21	69	282
51-60	55	18	6	26	105
61 & Over	23	3	1	3	30
TOTALS	666	128	85	247	1126

RACE/ETHNICITY					
	TCI	JBCC	MWCC	RECC	TOTAL
White	64.60%	73.40%	57.60%	71.30%	66.60%
Black	29.90%	18%	36.50%	20.20%	26.90%
Asian	0.40%	1.60%	1.20%	0.40%	0.60%
American Indian	5.10%	7%	4.70%	8.10%	5.90%

RELEASES					
	TCI	JBCC	MWCC	RECC	TOTAL
ES/MR	220	113	75	184	592
Parole	1	7	4	4	16
Max	11	4	1	2	18
Temp/ATR	54	0	7	44	105
TOTALS	286	124	87	234	731

TRANSFERS					
	TCI	JBCC	MWCC	RECC	TOTAL
IN	461	273	145	252	1131
OUT	823	182	46	77	1128

INMATE COMPLAINT REVIEW SYSTEM

The Inmate Complaint Review System (ICRS) is established pursuant to the Wisconsin Administrative Code DOC 310. The ICRS provides a process by which grievances raised by inmates may be investigated and addressed. Under the

direction of the Warden, the Institution Complaint Examiner (ICE) investigates the issues raised by inmates and makes a recommendation to the Warden/Reviewing Authority regarding a decision on each complaint. The ICE is then responsible to

ensure implementation of the Warden/Reviewing Authority's decision.

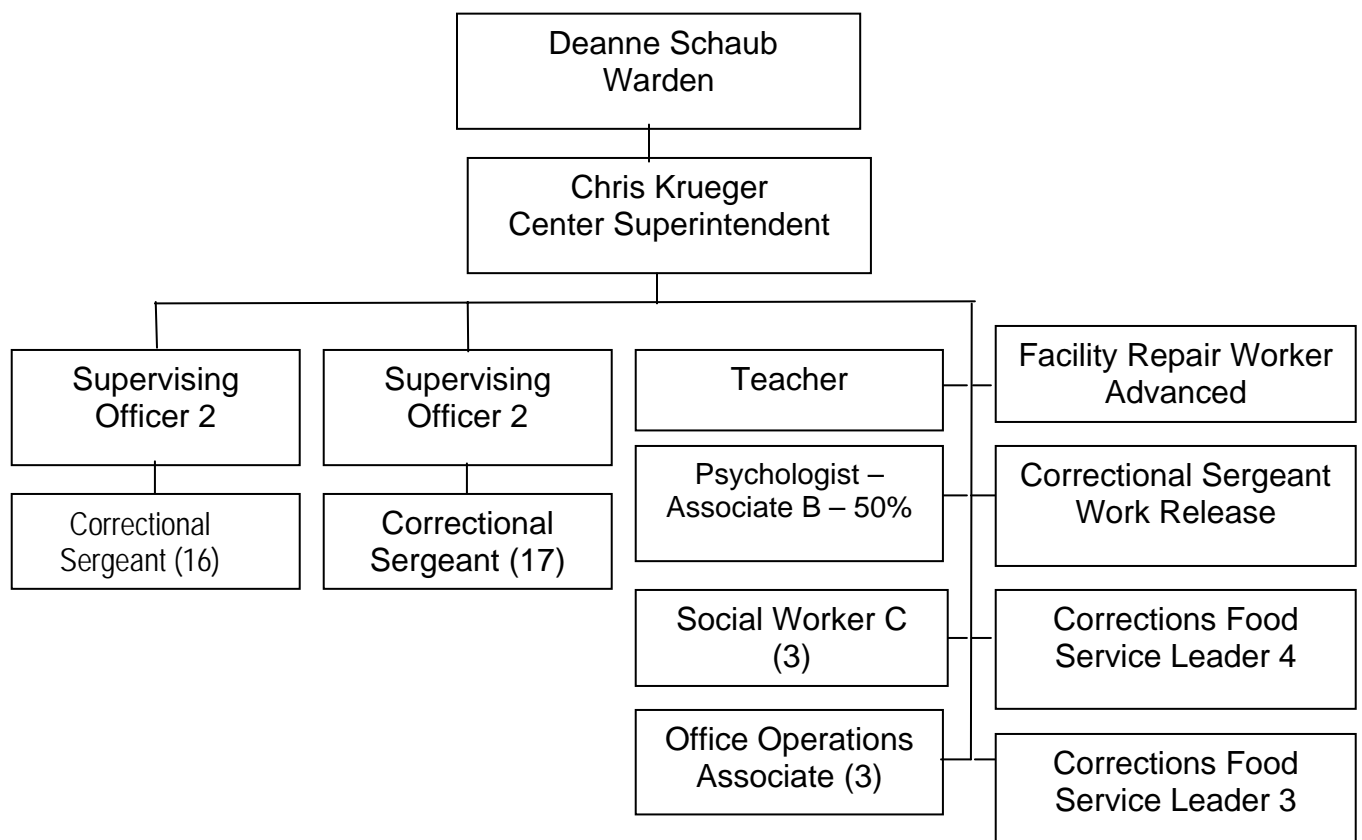
During the fiscal year 2011, Taycheedah Correctional Institution received and

processed 1841 inmate complaints. This total includes accepted and returned complaints.

COMPLAINT CATEGORY	NUMBER OF ACCEPTED COMPLAINTS
01 – STAFF	123
02 – CORRESPONDENCE	46
03 – DISCIPLINE	50
04 – MEDICAL	175
05 – PAROLE	1
06 – PERSONAL PHYSICAL CONDITIONS	62
07 – PROPERTY	207
08 – RULES	1
09 – RELIGION	1
10 – WORK AND SCHOOL PROGRAMS	39
11 – VISITING	36
12 – OTHER	63
13 – FOOD	11
14 – CLASSIFICATION	12
15 – COMPLAINT REVIEW SYSTEM	2
16 – DISCRIMINATION	2
17 – INMATE ACCOUNTS	46
18 – BCE	1
19 – HIPPA/BREECH OF CONF. HEALTH INFO	4
20 – STAFF SEXUAL MISCONDUCT	3
21 – INMATE SEXUAL MISCONDUCT	2
22 – DENTAL	26
23 – MENTAL HEALTH	14
24 – STAFF MISCONDUCT	4
TOTAL ACCEPTED COMPLAINTS:	931

John C. Burke Correctional Center Organizational Chart FY 11

Waupun, WI



JOHN C. BURKE CORRECTIONAL CENTER

900 S. Madison Street
P.O. Box 900
Waupun, WI 54963-0900
(920) 324-3460

Superintendent Chris Krueger



Year Center Opened:	1990	Current Population:	164 (as of 06/30/11)
Center Security Level:	Minimum and	Uniformed Staff:	33
	Minimum-Community Custody	Non-Uniformed Staff:	13
Number of Acres:	Approximately 20	BHS/HSU/Agency Staff:	5
Bed Capacity:	250 Females		

ACCOMPLISHMENTS

Buildings & Grounds

- Asphalt areas within perimeter road and parking lot repaired and sealed.
- Constructed new Rion Greenhouse (20 ft. by 8 ft.) on grounds.

Education

- 16 inmates received HSEDs.
- 1 inmate received GED.
- 1 inmate received High School Diploma.
- Collaboration with UW-Oshkosh, MATC, Cardinal Stritch, and MPTC communication, criminal justice, education, and social work classes.
- Ongoing collaboration with Ries Driving School for behind the wheel classes and testing for eligible inmates.
- 19 students enrolled in IIP completing 42 classes.
- 4 inmates taking correspondence courses.

Social Services

- Pre-release program expanded.
- Parenting CGIP, Violence in Relationships and Anger Management contracted through Madison Area Urban Ministries, PAVE and Attic Correctional Services.
- Expansion of Employment Support efforts.
- Inmates participated on victim impact panels for Sheboygan County.
- Development of Sexual Assault Support Group.
- Inmates volunteer for the City of Waupun, PAVE, Waupun Food Pantry and the Dodge County Humane Society.
- VOICES program continues with groups from Waupun, Beaver Dam Schools, Mayville, Horicon and has expanded to provide:
 - Drunk Driving Impact Panels for Dodge, Fond du Lac, Sheboygan, Calumet, and Manitowoc Counties.
 - Participation in Fatal Vision Program

Employment

- Work release has expanded during 2011, with an average of approximately 65 inmates working in the community.
- Two inmate project crews continue at numerous sites.

Employee Services Program

- Identified and maintained staff Peer Supporter roster for employee assistance for staff involved in significant or traumatic incidents. Staff referrals are made to the contract vendor, Deer Oaks, Employee Assistance Program.

PROGRAM PARTICIPATION AND COMPLETIONS

Program	Number of Participants	Number of Program Completions
AODA Relapse Prevention	35	30
Anger Management	9	8
Parenting	0	0
CGIP Phases I & II	0	0
Violence in Relationships	24	18
Independent Decision Making	12	10
Sexual Assault Group	6	6

COMMUNITY RELATIONS BOARD

Board Member	Affiliation
DeAnn Thurmer	Waupun Memorial Hospital President
Kyle Clark	Waupun City Administrator
Eric Knox	DOC Pharmacy
Donald Childs	Waupun School District Administrator 2010
Sharon Bos	National Bank of Waupun Vice-President
Nikki Hoerth	Division of Community Corrections
Wayne Buteyn	Werner Harmsen Furniture
J. Bur Zeratsky	National Rivet & Manufacturing Co. Executive
Colleen Kottke	Fond du Lac Reporter Media Representative
Todd Nehls	Dodge County Sheriff
Honorable Lynn Hron	Dodge County Circuit Court
John Hartman	Dodge Co. Victim Witness Assistance Coord.
William Buchholz	Co-Chair/Attorney at Law
Dick Spanbauer	Wisconsin State Representative
Gerald Heeringa	Citizen Member
Mylan Fink, Jr.	Fond du Lac County Sheriff's Office
Kurt Klomberg	Dodge County District Attorney
Jodi Steger	City of Waupun Mayor
Jessica King	Wisconsin State Senate
Dale Heeringa	Waupun Police Chief
Jim Schwochert	Dodge Correctional Institution Warden
Chris Krueger	John Burke Correctional Center Superintendent
William Pollard	Waupun Correctional Institution Warden
Deanne Schaub	Taycheedah Correctional Institution Warden
Joe Meagher	Dodge County Emergency Government Director
Amy Nehls	Dodge County Emergency Government Asst. Director

RESTORATIVE JUSTICE

- Restitution Collected - \$30,993.62
 - Child Support - \$6,808.48
 - Victim/Witness and DNA Surcharge - \$6,629.56
- Community services projects included:

Beaver Dam High	5 stuffed dogs	City of Waupun downtown planters
School Book Project	52 girl's dresses	Roadside clean-up
Locks of Love donations	102 Afghans	Harris Park beautification
432 hat/mitten sets	79 quilts	PAVE Beaver Dam Shelter upkeep
102 cat/dog blankets	47 children's fleece scarves	
25 stuffed elephants	5 fleece children's blankets	
10 stuffed fish	25 prayer shawls	
- Room, Board and Transportation collected - \$116,434.81

PROGRAMS

Adult Basic Education

The Center has one full-time teacher who works with inmates, both enrolled in preparatory classes and on the school waiting list, to prepare them for High School Equivalency Diploma tests which are offered on-site.

AODA Relapse Prevention

This program, meeting weekly, utilizes the New Freedom curriculum and is contracted through ATTIC Correctional Services.

Alcoholics Anonymous (AA)

Recovery support group.

Anger Management

Program participants learn skills in identifying and controlling their anger through use of modules from the New Freedom curriculum.

Beaver Dam Book Project

Inmate volunteers edit books that have been put on a laptop. The book is downloaded at the Beaver Dam High School and students with learning disabilities can access the books on the school computer and have them read to them.

Cognitive Interventions Program (CGIP)

Examines beliefs, attitudes and thinking patterns; provides tools to accomplish lasting self-change.

Community Service Crocheting and Quilting

Inmates make products utilizing donated materials. The completed projects are donated to community organizations.

Gamblers Anonymous (GA)

Recovery support group.

Independent Decision Making

This course empowers inmates to utilize skills to make good decisions regarding a variety of subjects to include relationships, stress, work and leisure.

Narcotics Anonymous (NA)

Recovery support group.

Parenting

This program examines current practices and provides tools to effect appropriate parenting skills.

Plan for Change (PFC)

Pre-Release curriculum is used for open-ended groups, which meet two times per month.

Religion

Opportunities afforded for inmates to participate in spiritual worship. Wiccan study group was added in 2009.

Sexual Assault Support Group

Group developed as support for sexual assault victims.

St. Rose Visiting Program

Family reunification program designed so that children and their mothers maintain contact.

Violence in Relationships (VIR)

New Freedom curriculum is utilized to provide programming to victims of domestic violence in relationships.

VOICES

Reach out to youth in the surrounding communities to educate and deter the youth from participating in negative behavior.

Women of Worth (WOW)

Support group focusing on empowering participants to reclaim their bodies, minds and spirits from the impact of abuse through self-help, peer support and life coaching.

Work Release

Community Custody inmates may be considered for work release opportunities.

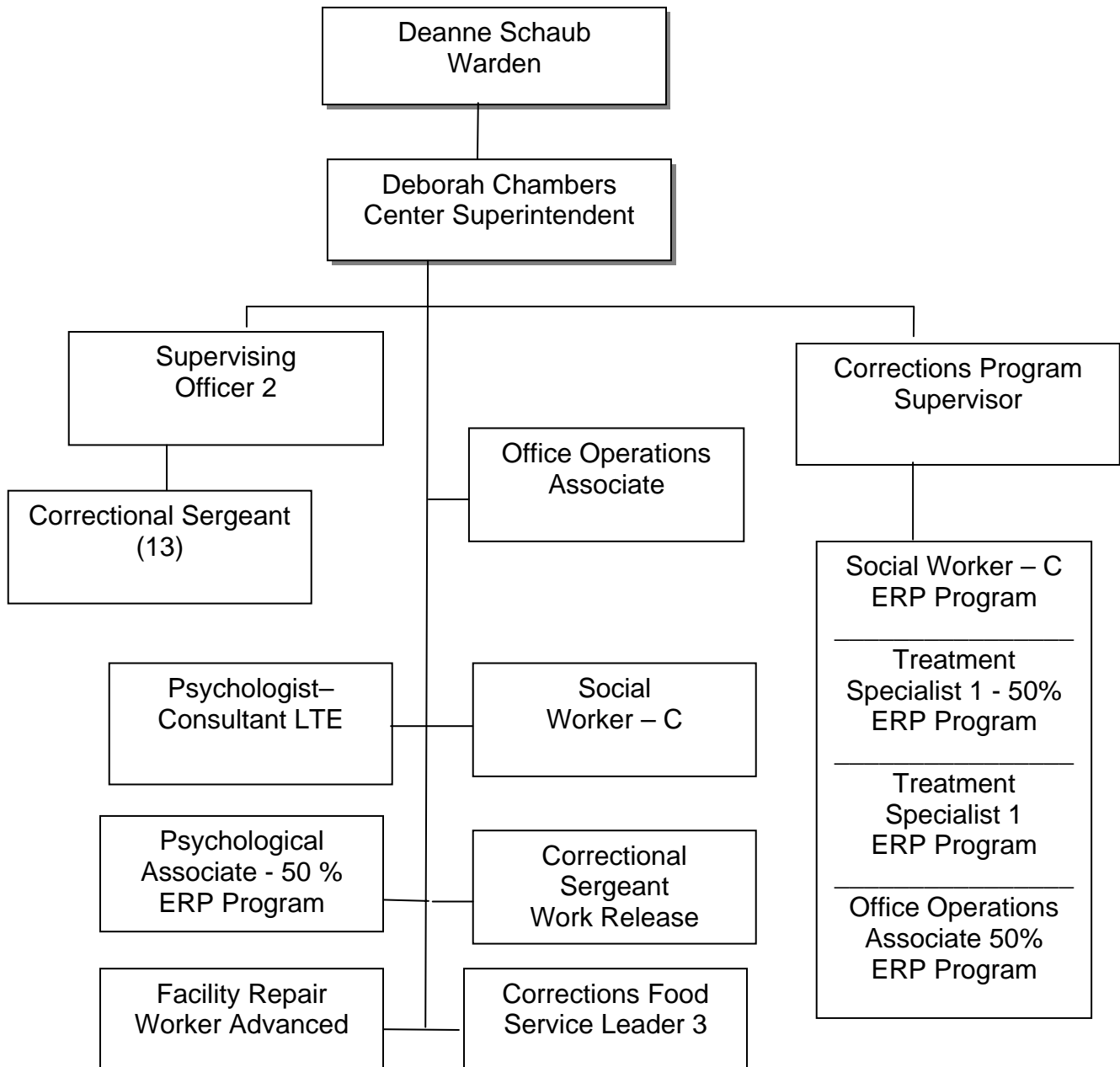
VOLUNTEERS

Alcoholics Anonymous
Assembly of God
Brother Bob's Bible Study/Elmbrook Church
Gamblers Anonymous

Mentoring Connection
PAVE Beaver Dam
St. Rose Family Reunification
Narcotic Anonymous

Milwaukee Women's Correctional Center Organizational Chart FY 11

Milwaukee, WI



MILWAUKEE WOMEN'S CORRECTIONAL CENTER

615 West Keefe Avenue
 Milwaukee, WI 53212
 (414) 267-6101

Superintendent Deborah Chambers



Opened in:	2003	Current Population:	95 (as of 06/30/11)
Number of Acres:	1 acre	Uniformed Staff:	14
Center Security Level:	Minimum & Minimum-Community Custody	Non-Uniformed Staff:	15
Bed Capacity:	100 Females	BHS/HSU/Agency Staff:	2 (1 Employment Specialist and 1 vacant Wrap Around Coordinator with Project Return)

ACCOMPLISHMENTS

Buildings & Grounds

- New inmate walking track installed.

Education

- Resource Room – contains GED Prep materials, computers for developing resumes/cover letters and Job net; information regarding job seeking, employment related videos and basic legal resources.

Employee Services Program

- Committee sponsored donations of mittens, hats, gloves, blankets, and knitted animal puppets to Children's Hospital, Project Return, and The Bradley Senior Center.
- Donated knitted clothing items for Auction at St. John's Cathedral sponsored in conjunction with MSDF.
- Sponsored potluck meal for staff during Corrections Employee Week.
- Identified two staff as Peer Supporters with no incidents to report.
- Donated to the National Diabetes Foundation.

Food Service

Working collaboratively with TCI, JBCC, and REECC to hire longer term inmate workers.

Health Services Unit

- On site nursing services provided by agency contract with Country Nurses.
- Nurse Practitioner on site once a week.
- Psychiatrist is on site four times monthly to prescribe and monitor medications.

Mental Health

- Current staffing of one 50% and one 8 hours of LTE psychological staff are provided weekly at the facility.

Personnel

- 5-year AODA Plan is on file for all treatment staff that requires it.
- One vacant Treatment Specialist position.
- One vacant Maintenance Mechanic III position.
- Provided updated WICS training to all staff.
- Scheduled staff for Compas training.

Security

- Provided training to all staff in Conduct Report Writing and Team Building.
- Provided training in Big Van Certifications.
- Provided Suicide Prevention, POSC, First Aid, and CPR/AED training to all staff.

Social Services

- Re-entry programming is an important component of inmate’s curriculum.
- Inmates participated on victim impact panels for Project Return and Marquette University.
- St. Rose and Family Reunification program continue.

Work Release

- Work release participation averages 30 -35 inmates per month.
- Inmate drivers are continually approved and trained.
- Inmate project crews continue at MSDF.

COMMUNITY RELATIONS BOARD

MWCC is a member of the Milwaukee Secure Detention Facility Community Relations Board which meets quarterly chaired by Warden John Husz.

RESTORATIVE JUSTICE

- Restitution Collected-Court Obligations - \$11,989.87
- Child Support - \$3,925.90
- Victim/Witness and DNA Surcharge - \$3,240.18
- Room, Board and Transportation collected - \$92,269.65

Community Services projects include:

- **Crochet group** – Donate various items (blankets, booties, sweaters, etc. for infants) to shelters.
- **Victim Rights Week** – Inmates participated in making posters displayed around the facility.
- **Domestic Violence Week** – General population inmates and ERP Participants made ribbons to be worn by various groups/individuals during Domestic Violence week.

PROGRAMS

Earned Release Program

MWCC began facilitating ERP in October 2010. To date, the MWCC ERP has enrolled 38 inmates with 26 successful completions of the six month program.

- Structured programming occurs from approximately 7:00 AM – 6:00 PM on weekdays.
- New Freedom curriculum is utilized in each group.
- A psycho-social assessment and an individual treatment plan are completed on all program participants.

ERP group session topics include the following:

- Cognitive Intervention Program
- Victim Impact
- Relationships
- Conflict Resolution
- AODA Education
- Stress Management
- Parenting
- Life Skills

- Drug-Education
- Grief and Loss
- Relapse Prevention
- Problem Solving
- Goal Setting

YWCA

Facilitated Financial Literacy, Computer Skills, and Job Readiness Assessments.

Center for Self Sufficiency

Provided healthy relationship workshops.

St. Rose Visiting Program

Family reunification program designed so that children and their mothers maintain contact.

Education

- Tutoring (Inmate volunteer tutors)
- GED/HSED preparation
- GED/HSED instructor from MSDF (8 hours weekly)

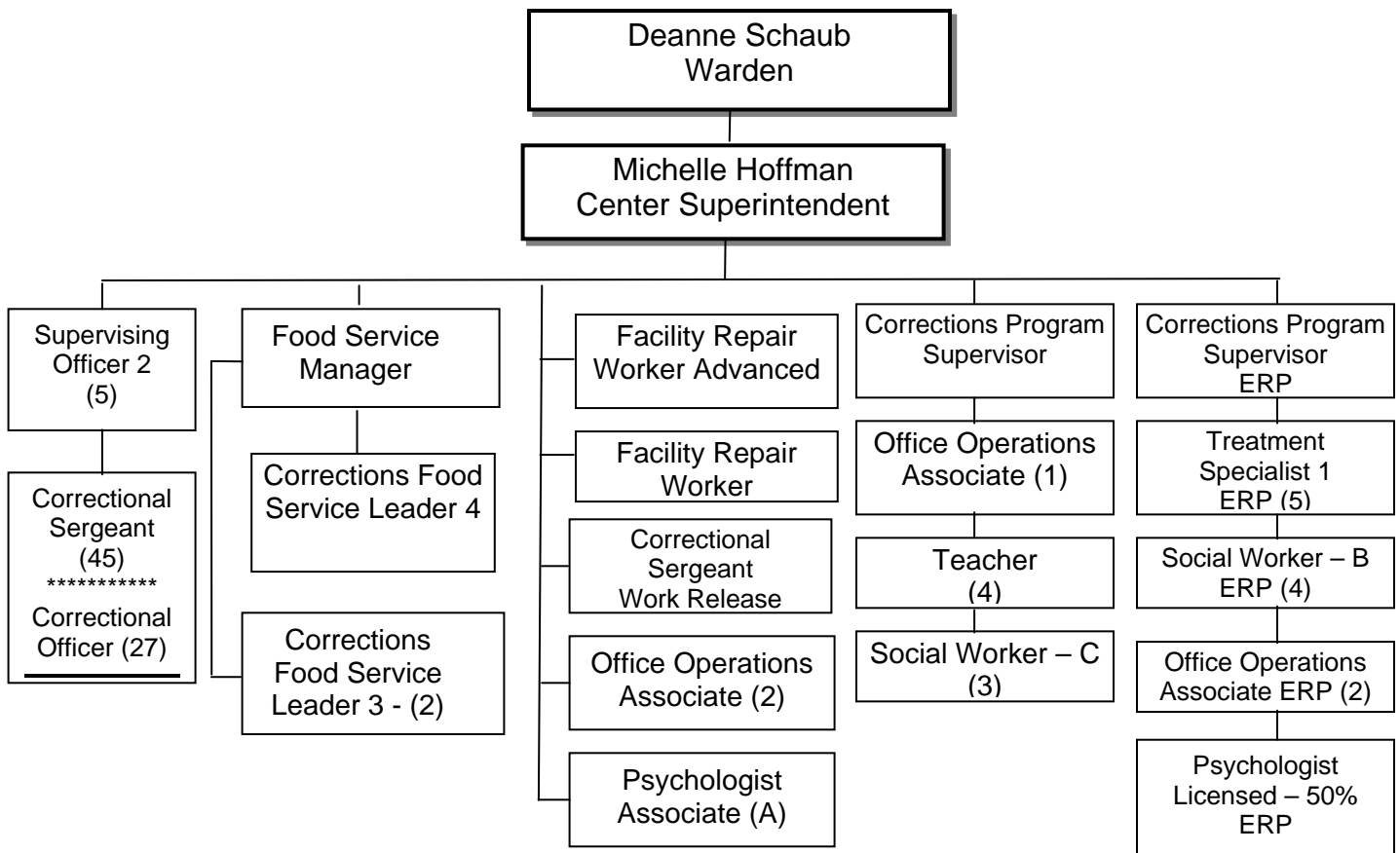
VOLUNTEERS

Parklawn
Project Return

St. Marks A.M.E.
St. Rose

Robert E. Ellsworth Correctional Center Organizational Chart FY 11

Union Grove, WI



ROBERT E. ELLSWORTH CORRECTIONAL CENTER

21425-A Spring Street
 Union Grove, WI 53182-9408
 (262) 878-6000

Superintendent Michelle Hoffman



Opened in:	1989	Uniformed Staff:	73
Number of Acres:	27 acres	Non-Uniformed Staff:	37
Center Security Level:	Minimum & Minimum-Community Custody	BHS/HSU/Agency Staff:	11
Current Population:	248 (as of 06/30/11)		
Bed Capacity:	324 Females; however this was temporarily dropped to 264 on 04/12/10 due to closing of one housing wing and permanently remains capacity as of 07/12/10.		

ACCOMPLISHMENTS

Buildings and Grounds

- Outside inmate grounds crew mowed 27+ acres & maintained a large vegetable garden consisting of tomatoes, green peppers, onions, cucumbers, squash and cantaloupe. Inmates learned how to plant, care for and harvest produce. The harvested produce was utilized in food service in preparation of meals. Also continued with inmate project crew job of mowing the SOGS grounds & upkeep of the flower beds.
- Completed work orders:
 - Facilities Repairs – 207
 - Mechanical/HVAC – 44
 - Outside Mechanical – 26
 - Plumbing – 146
 - Electrical/Electronic – 48

Health Services Unit

- Women's Health Week
- Weight loss programs
- Unscheduled BP checks on Fridays
- Calorie Counts on menu
- New Literature in HSU
- Sinks and soap dispensers in hall way rooms
- Dental services provided to SOGS
- Staff training is continuous
- HSU partners with Gateway Technical College for nurse interns.
- HSU Computer and scheduling program instituted at TCI improves continuity of care and decreases errors.

- Flu Clinics

Mental Health

- Chair of the Multi-Disciplinary Team meetings

Earned Release Program (ERP)

ERP had 8 different completion ceremonies with 107 inmates successfully completing the program for fiscal year 2011. ERP staff includes one Program Supervisor, four Social Workers and five Treatment

Education

Fiscal Year 2011 Totals:

- 102 HSED components completed
- 463 HSED Students enrolled with 3 HSED teachers
- 21 HSED students completed their diplomas
- 23 IIP students participated in program
- 411 vocational students enrolled with 1 Vocational instructor
- 391 Vocational credits received
- 14 Vocational Graduates
- 2 students enrolled in correspondence courses
- 263 Re-entry components completed
- 23 completed CGIP
- 36 completed Parenting
- 58 completed Victim Impact Listen and Learn Program
- 32 participated in Motherhead Program

Other Education programs and responsibilities:

- Supervised and trained WI Institution Literacy Council inmate tutors
- Assisted students with the process of transitioning to post secondary education
- Assisted in re-entry initiative in the following areas:
 - Family Support
 - Personal Development
 - Wellness
 - Education
 - Health
 - Financial Literacy
 - Transportation
 - Employability

- Chronic Care Clinics

- Helps with Journey’s Public Speaking and Education Group

Specialists, two Office Operations Associate, two Treatment Sergeants along with security officers. Bed days saved is 34,246. ERP expects to serve 140 inmates during FY12.

- Facilitated CGIP classes in general population
- Motherhead
- Facilitated Parenting classes
- Listen and Learn Program

Institution Support

Teachers contribute to the betterment of the institution through the following:

- Computer staff training
- CPR/AED/First Aid training
- Employee Assistance Program – Peer Supporter
- Employee Services Program
- Education orientation
- PRC team member

Education Support

- Teachers provide all support for the library and law library.
- Teachers schedule and supervise inmates utilizing the computer lab for resumes, cover letters, and job searches.
- Teachers provides para-professional support for education:
 - Student scheduling
 - Backup for student payroll
 - Student file maintenance
 - Supply ordering
 - TABE testing
 - HSED testing coordination
 - New student intake

Donations/Community Service

- Inmates, with coordination from education staff, have donated crocheted

blankets and other items, artwork and quilts to the community

- A new partnership was developed with the Union Grove American Legion Auxiliary. The Auxiliary provides coupons that inmates cut and sort. These coupons are then returned to the Auxiliary who sends them around the globe for use by service members at military PX store.

We have also formed partnerships with the following organizations:

- AAUW
- Barnes & Noble Booksellers
- Correctional Education Association
- Downy Quilts for Kids
- UW-Parkside
- Volunteer Center of Racine
- Union Grove American Legion Auxiliary

Employee Services Program (ESP)

The REECC ESP Committee involves various security and non-security staff to sponsor events for all staff to participate throughout the year. Since the inception of this committee, several events have been sponsored:

- Sponsored Operation Creampuff in August 2010. This event took pre-orders for WI State Fair creampuffs and had them brought into the institution for staff.
- October/November 2010 Center wide participation in food drive/turkey drive for local food pantry
- December 2010 – Assisted with the Staff Holiday Potluck
- Chili contest for all staff in March 2011
- "Eating of the Green" potluck for all staff March 2011

Food Service

This department serves meals to the Southern Oaks Girls School (SOGS) and at REECC. During this fiscal year, 70,639

Security

- Provided training to all staff on Principles of Subject Control, Incapacitating Agents, CPR/AED, WICS, Conduct Report Writing and Report Writing.
- Provided training to staff on Professionalism and Ethics.

Community/Organization Involvement

The teachers are involved in a variety of community and DOC committees. They include:

- Correctional Education Association WI
- DOC EDNET Software Committee
- WI Institutions Literacy Council

- Assisted in organizing and committee members available for the Health Fair for staff and inmates in May 2011
- Sponsored a Cinco de Mayo Potluck in May 2011
- As a part of Correctional Employee's Week, ESP hosted a staff barbeque and ice cream social as well as conducting a staff trivia contest.
- May – September 2011 – Conducted a Troop Supply Drive for Military Personnel; Created and distributed a Summer Slimdown Newsletter for staff to help them reach health and fitness goals.
- Sponsored a Juneteenth Day Potluck.
- Organized staff training sessions through Deer Oaks.

meals were served at SOGS and 324,012 meals were served at REECC at an average cost of \$.77 per meal.

- Provided training to all staff on Suicide Prevention, Blood borne Pathogens and cell entry.
- Attended training on PREA, Security Threat Groups, and Incident Command System.
- Attended PREA Investigator Interview training.

- Upgraded the cell entry uniforms with purchases to replace jump suits with Battle Dress Uniforms.
- Provided tours and education on REECC to college student criminal justice classes and the Gateway Senior learner's class.
- Provided tours to nursing students from Concordia and Parkside Universities.
- Conducted several Volunteer Orientation Training sessions.

COMMUNITY RELATIONS BOARD

Racine County Combined Community Corrections Relations Board includes:

- Racine Correctional Institution
- Racine Youthful Offender Center
- Robert E. Ellsworth Correctional Center
- Racine County District Attorney Office
- Racine County Public Defenders Office
- Division of Community Corrections – Region 2

- Elected state and local officials
- Local law enforcement agencies
- Other community agencies that have an interest in the correctional inmate

The combined board members are submitted by Racine Correctional Institution.

TREATMENT PROGRAMS

"A Look Inside"

"A Look Inside" is a 90 day ATR program that uses a multi-faceted approach to help participants gain insight into one's own destructive behaviors and promote positive life skill void of criminal activity.

Violence in Relationships

A six week program that identifies a variety of types of violence and teaches women empowerment and skills to avoid abusive relationships in the future.

Parenting

The classes cover child development from prenatal to teens and beyond. The class uses books, movies, class discussions and role plays to help students understand the impact of their incarceration on their children. Ways to stay in touch and techniques to parent from a distance are also covered.

Standardized Pre-Release Programming

In accordance with the Department of Corrections' initiative to offer a standardized pre-release curriculum to inmates to assist in facilitating their transition to the community, teachers, PSU staff, and Social Workers provide the following ten modules on an on-going basis:

Cognitive Interventions Program – CGIP

CGIP is based on Cognitive Behavioral Theory and is offered in group format to inmates. Participants are encouraged to identify and evaluate belief patterns, thought patterns, and behavioral patterns.

- Wellness
- Health
- Personal Development
- Family Support
- Education
- Employment
- Financial Literacy
- Housing
- Transportation
- Transitional Prep

Anger Management

Anger management is a group that addresses the causes and types of anger and encourages socially appropriate responses to anger and other related emotions.

Re-Entry Initiatives

- Re-Entry Initiatives provide direct services for the development of pre-

release risk and needs assessments, individualized transition plans, pre-release treatment, as well as post-release core services in the areas of education, employment training and placement, AODA treatment, housing, health & wellness, financial literacy, transportation, personal development and family and other social supports. REECC continues ongoing training and services in this area.

- The Department of Corrections and the Division of Rehabilitation (DVR) entered into an agreement designed to facilitate improved employment outcomes of person released from correctional facilities to their home communities. The intent of the project is to promote the early identification of incarcerated individuals with disabilities and to prepare those inmates for successful employment upon reentry to their community by offering both DOC and DVR vocation programs and services. During this fiscal year three inmates with less than a year to release were referred to DVR for their services.

DOES Program

The Disabled Offenders Economic Security program provides Benefit Specialists for disabled reentering inmates. The Benefit Specialists are lawyers who will work with prison social workers, probation and parole agents and other DOC staff to ensure that disabled reentering inmates receive and keep all benefits for which they are eligible. This program began at REECC on 2/10/2011. During this fiscal year nine intakes were processed through the program.

LEP Project

Ellsworth has complied with the Department's requirements for Limited English Proficiency. Signs are posted throughout the institution in English and Spanish, *I Speak* cards have been made

available throughout the Center and all staff has participated in the necessary training to make them aware of the policy.

Earned Release Program (ERP)

The Earned Release Program addresses the needs of female inmates who require AODA treatment and who qualify for early release. This court initiated, voluntary, 6-month, gender-specific program promotes victim awareness and community service as well as AODA education, treatment and relapse prevention. The Earned Release Program works in cooperation with probation and parole to actuate successful community reintegration following completion of the intensive treatment program. The ERP program offers support groups in the area of:

- AA
- Al-Anon
- SMART
- CA
- NA

ERP Treatment Program Components

A. Assessments

- Psycho-Social Assessment
- Individual Treatment Plan

B. Treatment Components

- AODA Education
- AODA Relapse Planning
- Beyond Trauma
- Cognitive Interventions
- Community Reintegration
- Conflict Resolution
- Life Skills
- Organizational Skills
- Parenting
- Problem Solving
- Release Planning
- Victim Impact
- Relationships (Domestic Violence, Healthy Relationships, Boundaries)

PROGRAM PARTICIPATION AND COMPLETIONS

Program	Number of Participants	Number of Program Completions
Anger Management	56	49
CGIP (GP)	46	23
Parenting (GP)	55	36
Violence in Relationships	39	32
Earned Release Program (ERP)	160	107
ATR Program "A Look Inside"	47	40

EDUCATIONAL PROGRAMS

GED/HSED

Classes are offered to students who read above the sixth grade level as measured by the Test of Adult Basic Education (TABE). Students prepare to take the tests needed to obtain their High School Equivalency Diploma (HSED).

Adult Basic Education – ABE

ABE support services are offered to students who read below the sixth grade level as measured by the Test of Adult Basic Education (TABE).

Office Software Program

This certificate program through Gateway Technical College provides training in the Microsoft Office Software programs.

Incarcerated Individual Program - IIP

Incarcerated individuals, under the age of 35 within 7 years of anticipated release and having a HSED or High School Diploma, can enroll in courses through Milwaukee Area Technical College working towards an Associate of Arts degree.

College Correspondence

Correspondence classes may be approved for any inmates with a High School Diploma or HSED and the ability to pay for their coursework.

Wisconsin Institutions Literacy Council – WILC

Inmates with a HSED/HS Diploma, 9th grade reading and math TABE scores, and good institution behavior can be trained to become tutors; One on one tutors are

available for classroom or individual use to all inmates.

Inmate Enrichment

In addition to their regular duties the education staff at Ellsworth has undertaken the following special projects:

- Creative Writing
 - Started 2010
 - Facilitated by Ms. Packard in conjunction with RCI and Author Dasha Kelly
 - Up to 12 inmates may participate in each 6 week session

- Issue Awareness Weeks - Involved in and planned activities for:
 - Domestic Violence Awareness Week
 - Crime Victims' Rights Week
 - Women's Health Week
 - Breast Cancer Awareness Month

- Listen and Learn Victim Impact Program
 - Victim Impact Program is a 14-week course that uses the Office for Victims of Crime (OVC) within the U.S. Department of Justice's Office curriculum - Listen and Learn. *Through group discussions, activities, victim presentations, and journaling the program participants learn how criminal behavior affects victims, victims' families, and the ripple affect the behavior has on the community, their families, co-workers, etc. Participants will also be able to speak to various groups about the bad choices they made and how their criminal activity affected many people*

- Inmates who complete the class may participate in “Journeys” – a public speaking and education group.

COMMUNITY SERVICE

Helping Hands:

Helping Hands offers the inmates an opportunity to give back to the community. Many of the inmates have sewn teddy bears and fleece blankets for the children.

WIGBAC Program

Inmates crochet and knit items like blankets, sweaters, etc. for charity, nursing homes, hospitals, churches, schools, and other charitable events upon request.

Coupon Clipping

A new partnership was developed with the Union Grove American Legion Auxiliary. The Auxiliary provides coupons that inmates cut and sort. These coupons are then returned to the Auxiliary who sends them around the globe for use by service members at military PX store.

Adopt a Highway Program

Inmates pick up litter along highways to maintain the environment.

Donations

Inmates, with coordination from education staff, have donated crocheted blankets and other items, artwork and quilts to the community

RESTORATIVE JUSTICE

- Court Ordered Restitution Collected - \$17,512.66
- Child Support - \$19,576.18
- Community services projects included:
 - Book Project
 - Locks of Love donations
 - 150+ hat/mitten sets
- Victim/Witness and DNA Surcharge - \$8,655.06
- Room, Board and Transportation collected - \$146,665.26

VOLUNTEERS

Alcoholics Anonymous
 Broken Wings Network
 Catholic Archdiocese of Milwaukee
 Christian Faith Fellowship
 Education tutors
 Gamblers Anonymous
 Gospel Lighthouse
 Halal Open Heaven
 Heart of Worship
 Jehovah’s Witnesses

Joy Ministries
 Morningstar Productions
 Narcotics Anonymous
 Oasis Prison Ministries
 Project Return
 St. Rose
 Survivors of Abuse
 Visible Means
 Women and Children’s Horizons

WORK RELEASE PROGRAM

Inmates who attain the minimum community custody security level are eligible for work

release. The purpose of the work release program is to reintegrate inmates back into

the community while teaching them job skills, work ethics and supplying them with the financial support they will need to succeed. In the past year, an average number of 26 inmates were on daily work release placement in the community, a decrease of 30% from last fiscal year. The decreased population at REECC and the negative economy has both impacted this decrease.

The Center also provided inmate work crews for a number of governmental agencies including the Federal Southern Wisconsin Veteran's Center, Southern Oaks Girls School and Racine Youthful Offender Center for FY 2011. On an average, 10–15 inmates were on the work crews.