

State of Wisconsin
Department of Corrections
Division of Adult Institutions
Prairie du Chien Correctional Institution



Fiscal Year 2006 Annual Report

Richard Schneiter
Warden

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Message from Warden Schneider

I was given the opportunity and rewarding challenge of becoming Warden for both Prairie du Chien Correctional Institution (PDCI) and Wisconsin Secure Program Facility (WSPF) located in Boscobel. I became Warden for both institutions on March 6, 2005. Over the course of my time facilitating PDCI, I have discovered many of the significant projects and exciting events the staff here have accomplished in FY2006 and are continuing to work diligently on.

One of the significant projects PDCI staff is working on is the Reintegration Pre-Release Program that will service Southwestern Wisconsin. This incorporates a seven-county area that includes Crawford, Grant, Vernon, Richland, La Crosse, Iowa and Lafayette counties. The Pre-Release Program consists of two tiers. One tier provides general pre-release information and services to all inmates and the second tier provides more specific pre-release programming to inmates within the seven-county region. Programming will focus on developing individualized case plans, education, employment/employability, substance abuse, mental health, life skills, identification and entitlement program benefits, housing family reunification, community support systems and overall transition planning.

As you continue through this Annual Report, you will discover many of the accomplishments of the PDCI staff for FY2006 all while the year brought more challenges associated with the budget deficits. Indications point towards more fiscal challenges in the next year however, I am confident our staff will prevail together as a team as we face many challenges. I feel honored to work with such a dedicated and professional staff here at PDCI and look forward to a rewarding and challenging year ahead.

Richard Schneider
Warden

Mission Statement

In keeping with the Division of Adult Institution's Mission Statement, which applies to the protection of the community, offender accountability and competency building to help offenders live responsibly and productively in the community, Prairie du Chien Correctional Institution has the following mission:

To protect society from unwarranted acts, both now and in the future, which offenders referred to us for the purpose of habilitation may commit. The primary way we can fulfill that responsibility, as far as the future is concerned, is through a program of "productive adjustment," education and team building by use of positive role modeling.

OBJECTIVES & GOALS

- To ensure public safety, using the least restrictive control measures feasible.
- To promote the health, safety, dignity and rights of offenders committed to our institution.
- To manage resources, including community agencies and volunteers, in the most efficient, effective and practical manner consistent with the attainment of institution goals.
- To motivate offenders to establish and implement goals; to determine what services are needed to accomplish those goals; to do whatever is possible to insure that those services are delivered; and to motivate offenders to utilize those services.
- To develop a helping relationship between staff and offenders by being positive role models, showing mutual and equal respect for each other, along with developing a mentoring relationship.
- To develop a helping approach to problems of the offenders, all staff members have this responsibility in their daily interactions with offenders. Every contact with staff is an opportunity for learning and correcting.
- To provide an environment which fosters and creates independent living skills by providing offenders with real choices, decision making and the natural consequences of those choices and decisions; whenever possible and consistent with safety and security for staff, offenders and the community.
- To develop a sense of responsibility for self and others by building inner self-controls. Offenders will be involved in structured meaningful programs.
- To promote a total approach to each offender's needs through addressing his physical, social and educational needs; analysis of skill deficits and addressing those deficits through relevant, proper programming.
- To create an environment that is clean, relaxed, humanistic and conducive to helping people change.
- To monitor and evaluate institution programs for general effectiveness and achievement of results.

History of

Prairie du Chien Correctional Institution

A railroad hotel was built on the current PDCI grounds in 1857 and was known as the Brisbois House. It was later used as a hospital for soldiers for a year during the Civil War and housed approximately 300 soldiers. The hotel closed a few years later. Local citizens established the Prairie du Chien College on the site in 1866. The property was bought by Mr. John Lawler of Prairie du Chien in 1867 and the Prairie du Chien College closed in 1869. The property was turned over in 1871 by Mr. Lawler to the Christian Brothers, who opened St. John's College. St. John's College closed in 1876 and the property was reverted back to Mr. Lawler.

In 1880, the property was formally deeded to the Jesuits, members of the Buffalo Mission of German Province. They opened Sacred Heart College and received the State of Wisconsin Charter in 1881. The school was closed to lay students in 1888 and used as a Novitiate and House of Studies of the Order by the Jesuits from 1888 to 1898 when it was reopened as a high school and college for boys.

In 1907, the Missouri Province took over the college when the Buffalo Mission became a part of this Province. In 1909, Campion Hall was built and the name of the college was changed to Campion College of the Sacred Heart in 1913. In 1925, the college department was closed and Campion Jesuit High School officially started on the grounds. Campion was not completely a military school, though was a member of the R.O.T.C. The military program was headed by a Captain, a graduate of West Point and a Sergeant of the US Army. The boys that attended Campion were trained in physical, intellectual, moral and military development. Students from all parts of the United States came to Campion. A few of the present-day buildings at PDCI were erected prior to Campion's reign; however, the majority of the buildings were built between 1936 and 1970. Campion Jesuit High School closed in 1975 and the campus sold to the Wisconsin Synod of Evangelical Lutheran Church in 1976 for \$2.8 million. The facility reopened as Martin Luther Preparatory School (MLPS) in 1978 and closed in 1994.

The State of Wisconsin purchased this facility in 1995 for \$2.5 million to be used as a Secured Juvenile Facility for non-assaultive male youthful offenders. The purchase included 21 buildings on 60 acres of land. Due to the decreases in juvenile offender population throughout the Division of Juvenile Corrections (DJC), the Legislature in the 1997 Senate Bill 113, authorized the Department of Corrections (DOC) to temporarily utilize this facility for the Division of Adult Institutions (DAI). The DJC contracted 302 beds at PDCI to the DAI to serve as a medium-security correctional institution for male youthful offenders with adult sentences in the age range of 15 to 21 years.

Kyle Davidson was hired in July 1996 to serve as Superintendent of PDCI. PDCI became operational on July 3, 1997. In January 1998, security enhancements were implemented which included additional strand of razor wire on the existing perimeter fence, second perimeter fence with two strands of razor wire, construction of the perimeter road, perimeter vehicle patrol was added to security of the institution, a fence with two rows of razor wire enclosed the Housing Units, second gate entrance installed for emergency, Public Address

System completed, security cameras added to the stairwells of the housing unit and high-frequency radios purchased for Security Personnel.

In July 2000, the Deputy Superintendent was hired. In November 2001, Superintendent Kyle Davidson accepted the Superintendent position at Ethan-Allan School. In December 2001, the operating capacity increased from 302 to 326 inmates. In March 2002, Warden Catherine Farrey accepted the Interim Superintendent position for PDCI.

On April 25, 2002, Secretary Litscher announced the potential closing of PDCI due to the additional \$20 million cut to the DOC Budget recommended by the Senate. In May 2002, PDCI staff met with the Community Relations Board (CRB) to discuss the potential closing. Senator Meyer and Representative Johnsrud attended the meeting. The CRB and the County Board met and submitted a petition to the Legislature and the DOC to keep PDCI open. In June 2002, Secretary Litscher meet with PDCI staff to announce that the DOC was confident PDCI nor any other institution would close due to the budget reform bill. Secretary Litscher also discussed the need for PDCI to transition to the DAI, as well as, increase population and age of inmates.

In the spring of 2003, Warden Catherine Farrey accepts the Warden position at NLCI and Warden Jeff Endicott is named PDCI Interim Warden. On July 1, 2003, PDCI transitioned from the DJC to the DAI; and the age restriction of the inmates was lifted for PDCI at that time. In August 2003, Warden Gerald Berge was named PDCI Warden in addition to being Warden at WSPF in Boscobel.

The operating capacity of PDCI was increased from 326 to 424 in August 2004. On March 6, 2005, Richard (Sam) Schneiter, formerly DAI Security Chief, was named Warden of PDCI and WSPF in Boscobel upon Warden Gerald Berge's retirement. By June 2006, the inmate population increased by 48 inmates for a total of 472. PDCI continues to operate as a medium-security correctional facility for males within the Division of Adult Institutions.

Fast Facts

Profile:

Date Institution Opened	July 3, 1997
Security Level	Medium
Operating Capacity	424
Current Population	448
Average releases per month	15-20
Officer/Sergeant Staff	103
Non-Officer/Sergeant Staff	73.5
Inmate to Staff Ratio	2.55 inmates / staff
Number of Acres	55.5
Operating Budget	\$10,369,000.00
Amount Collected from Inmates for:	
Restitution	\$9,988.67
Child Support	\$5,448.36
Victim/Witness	\$17,219.66
Medical Co-pay	\$5,152.50

Programs:

PROGRAM	INMATES PARTICIPATED	INMATES COMPLETED
<i>Education</i>		
High School Equivalency Diploma (HSED)	532	156
509 Program (Special Education Portfolio)	45	12
Home School District Diploma	3	1
Corrections Learning Network	690	641
Southwestern Wisconsin Technical College (SWTC) *Denotes Credits Earned, not # of Inmates	985*	941*
SWTC Bricklaying Diploma	6	2
SWTC Bricklaying Certificate	24	15
SWTC Office Assistant Diploma	5	4
SWTC Office Assistant Certificate	39	16
Forklift Training	124	115
<i>Treatment</i>		
Alcohol & Other Drug Abuse (AODA)	84	58
Cognitive Intervention Program (CGIP)-Phase I	70	35
Cognitive Intervention Program (CGIP)-Phase II	26	24
Victim Impact Program (VIP)	46	29

Institution Accomplishments

For FY2006

- ❖ Supervised Community Projects Inmate Work Crews were expanded and accomplished 4301 hours of community work for the City of Prairie du Chien and Wyalusing State Park.
- ❖ The Food Service Department has also been providing Institution-wide cookouts for all inmates and staff. The cookouts are appreciated by all and have been enjoyed without incident.
- ❖ Hosted institution tours for Criminal Justice students from Southwest WI Technical College, University of Dubuque Psychology students and a mentorship program through the LaCrosse Police Department and LaCrosse School District; "Choices" Program inmate panel presentations to each group.
- ❖ Received grant from (RIF) Reading is Fundamental Shared Beginnings Program to host several book fairs. Book fairs were held for inmates and their families in July and November; free books were provided to inmates' children and to inmates under age 21 years.
- ❖ Two Blood Drives were held in FY2006; the first one was held on July 21, 2005 with 34 pints of blood collected, 37 donors and 14 volunteers; the second one was held on November 10, 2005 with 34 pints of blood collected, 41 donors, and 15 volunteers.
- ❖ Introduction of Chapel Library utilizing donated materials and incredible efforts of volunteers.
- ❖ The Garden was increased to more than double its size from the previous year. There were 4900 pounds of produce harvested along with over 60 pumpkins and 12 watermelons. The large majority of the produce was utilized in the PDCI kitchen with some also going to the WSPF kitchen.

Prairie du Chien Correctional Institution (PDCI) is committed to being a “good neighbor” to the City of Prairie du Chien and surrounding communities. Our Community Relations Board (CRB) was formed with local community representatives to provide a forum for regular discussion of pertinent issues that may impact the institution and the community. The CRB meets on a quarterly basis and members are comprised of a diverse group of representatives throughout the local community. The community members include:

- Mr. William Adamany, Star Cinema Business Owner
- Paula Armentrout, Probation & Parole Director
- Norb Aschom, WPRE/WQPC Radio & LaCrosse Tribune
- Aaron Collins, Citizen
- Phil Dagnon, Citizen
- Sharon Dearborn, Citizen
- Tom Farrell, Peoples State Bank President
- Gordon Gallagher, City Administrator
- Nate Gilberts, Citizen
- Kathleen Hein, Citizen
- David Hemmer, Prairie du Chien City Council
- David Hernesman, CEO of Wyalusing Academy
- Bonnie Homuth, Prairie du Chien City Council
- Mark Hoppenjan, Prairie du Chien Fire Department Chief
- Gary Howe, Courier Press
- Dan Kapanke, Senator
- Michael King, Prairie du Chien Police Department Chief
- Jack Kluesner, Prairie du Chien City Council
- Cheryl Mader, Mayor of Prairie du Chien
- Erwin Mueller, Prairie du Chien City Council
- Maury Oehler, Retired Teacher/PDCI Neighbor
- James O’Meara, Prairie du Chien School District Superintendent
- Jerry Moran, Crawford County Sheriff
- Lee Nerison, Representative
- Gayle Patraw, Crawford County Victim Rights
- Frank Pintz, Jr., Prairie du Chien City Council
- Jaaren Riebe, Citizen
- Joe Ruskey, Citizen
- Sara Ryan, Crawford County Human Services
- Irene Schauf, Prairie du Chien City Council
- Brad Steiner, Prairie du Chien City Council
- George Sutton, Retired Insurance Agent

Restorative Justice Efforts

Choices Program

In conjunction with the Wisconsin Department of Corrections' (DOC) initiative towards restorative justice, PDCI is proud to sponsor "Choices", a youth diversion program. The aim of the "Choices" Program at PDCI is to reach out to surrounding communities and provide a crime prevention service targeting males involved with local social service or juvenile justice agencies. This program is NOT a "Scared Straight"-type program. It is designed to raise awareness in youth of the impact their choices may have on their lives, as well as, the lives of family, friends and community. At the same time, selected inmates gain an opportunity to acknowledge how their decisions have impacted themselves and others and use their stories to help youth recognize the direction their actions are taking them. Hopefully, the program will enable the youth to make better choices and avoid criminal action. In addition, the program has served as an education tool for local college and school criminal justice programs.

PDCI Program Staff oversee the "Choices" Program and collaborate closely with agency staff to create a unique presentation to meet each group's particular needs. Inmate participants come from diverse environments and cultural backgrounds. They are carefully screened and receive training prior to program panel acceptance. Education and program participation along with presentation skills and appropriate behavior are required.

A panel of four or five inmates meets with youth to discuss their crime and sentence, their life in prison and positive changes that they are making. Through open discussion, inmates relate how involvement with drugs, trouble-seeking friends, gangs, crime, etc. has negatively affected their lives, as well as, those of their friends, family and community. Inmate participants emphasize the possibility of positive decision-making; both how they might have done so in the past and how they intend to do so once released. Frank conversation covers making mistakes and making amends, breaking off ties with trouble-seeking friends, developing positive relationships, opening lines of communication, seeking appropriate mentors, as well as, the difficulty and rewards of making these changes. Drug and alcohol use, as well as, selling drugs is addressed thoroughly when appropriate. Youth are encouraged to ask questions and discuss their own life situations.

This program was created with input from an advisory team comprised of staff from a variety of local agencies who serve youth. The first "Choices" Program session was held in May 2003. During FY06, a group of six youth were served. The "Choices" panel also presented to 28 Criminal Justice students from Southwest Wisconsin Technical College (SWTC), a criminal justice mentoring program (seven high school students) sponsored by the LaCrosse School District and LaCrosse Police Department and eight University of Dubuque Psychology students during FY06.

There have been 138 inmates who have applied to participate in the program since its inception with 45 inmates selected and trained to be on the panel and only 5-10 inmates active at a time. Inmates remain active until release or transfer from the institution.

Victim Impact Program

PDCI's Victim Impact Program started in March 2000 and was adapted from Mothers against Drunk Driving (MADD) and the California Youth Authority model. The mission of this

program is to enlighten offenders to recognize how their illegal actions have a profound effect on not only their victims, but also on their communities and their own families. Goals are to help offenders explore their tendency of depersonalizing victims, become aware of the long-term impact of victimization, hold the offender accountable for crimes committed, develop personal safety skills, recognize patterns of victimization within personal environment and differentiate hate/bias crimes from others. The program also provides an opportunity for victims to share their experience in an attempt to educate the offender as part of the victim's healing process. Ten chapters begin with property and drug-related crimes and culminate with homicide. The program includes lectures and discussion groups; as well as, group activities, daily journaling/assignments, videos, guest speakers and community service projects.

Guest speakers have included detectives from local and urban area police departments, a quadriplegic victim of a drunk driver, a teller who survived an armed bank robbery, a funeral home director, members of Parents of Murdered Children and others.

Restorative Justice Week/Victims' Rights Awareness Week

PDCI makes a concerted effort to inform inmates and staff of Restorative Justice issues during Restorative Justice Week in November and Victims' Rights Awareness Week in April. Restorative Justice/Victims' Rights were a central topic of discussion in most classrooms throughout each week. Posters developed by inmates in the Victim Impact Program were placed throughout the institution.

Community Service

PDCI strives to be a "good neighbor" and encourages the inmates in our care to participate in Community Service opportunities whenever possible. Within the institution, PDCI inmates painted trash barrels for the city of Prairie du Chien. Inmates in the AODA Program filled 3000 plastic eggs with candy for the Community Easter Egg Hunt.

In the summer of 2004, PDCI inmates became eligible to work in crews outside the perimeter for the first time. Work initially consisted of only on-site care of PDCI perimeter grounds, but progressed to a supervised crew of inmates traveling to sites within the city of Prairie du Chien and nearby Wyalusing State Park in Grant County. Two local law-enforcement officers were hired as part-time Limited Term Employees (LTE) to oversee this work crew.

- A total of 4301 hours of community service were completed by the Project Crew in FY06; this is a huge increase from 929 hours in FY05.
- 855 hours for the Prairie du Chien Street Department maintaining the city compost site, cleaning and painting the maintenance shop, clearing bush and cutting trees, raking, landscaping, beach clean-up, etc.
- 132 hours for the Prairie du Chien Volunteer Fire Department washing/waxing vehicles, cleaning and painting at the fire houses.
- 422 hours for the Prairie du Chien Water Department cleaning, painting, clearing brush, mowing and painting all city fire hydrants.
- 398 hours for the Waste Water Treatment Facility cutting grass and brush, cleaning and painting and landscaping.

- 30 hours spreading wood chips at playgrounds for the Prairie du Chien Recreation Department.
- 192 hours painting office interior and garage bays at the Prairie du Chien Volunteer Emergency Service garage.
- 1758 hours at Wyalusing State Park cleaning/preparing group camp (stripping/waxing floors, windows, kitchen), trail construction, basketball court repair, prairie restoration, shop and saw/tool maintenance, painting the shop and break room, grooming and maintaining trails by removing trees and weeds and brush trimming.
- Filled 300 sandbag luminaries for American Cancer Society's Relay for Life in Prairie du Chien.

Special Olympics

The Special Olympics Polar Plunge was held in LaCrosse on March 4, 2006. Together, PDCI and WSPF had 14 plungers, which included 5 children of staff members. Over \$3,500.00 was raised at this event. Of the money raised, PDCI's team collected \$1,869.00 with 9 plungers participating.

At PDCI, our fund raising included pledges, a raffle and pre-plunge party held at The Depot. This was held in connection with a fundraiser for a fellow employee, who had a family member with medical issues. We also sold handmade Teddy Bears that were made by our Reintegration Program offenders and we sold blinking pins.

The Special Olympics Torch Run was done in June. For this event, we had two people biking and sold T-shirts totaling \$520.00 in sales.

For the WCA convention, we collected cell phones for the Special Olympics. Each phone brought in between \$1.00 to \$100.00 for the Special Olympics. These cell phones are recycled and used for Domestic Violence Prevention programs and other causes such as this. PDCI donated a total of 37 cell phones for this program.

PDCI has participated in a Popcorn fundraiser in connection with the Work Place Enhancement Committee (WPEC). Half of the proceeds went to the Special Olympics Polar Plunge challenge and the other half to WPEC. We had approximately \$300.00 in profits.

Currently, PDCI is sponsoring a Local Special Olympian, raising money for his competitions, uniforms, transportation, etc. Donations were accepted in a collection bucket in the Gatehouse Lobby.

Institution Volunteers

Volunteers are one of PDCI's most valuable assets. Their example as successful, law-abiding citizens serves a valuable function in providing inmates with appropriate community role models. Volunteers are active throughout our education and program departments in a variety of roles. A number of volunteers serve regularly as speakers for the Victim Impact Program, Parenting Classes, AODA Treatment Program and occasionally in other classes.

PDCI's Chaplain is a part-time employee so almost all religious services are provided through the time and efforts of volunteers. PDCI serves inmates with diverse cultural, ethnic and religious backgrounds. Therefore, the Chaplain is continually recruiting new volunteers to meet the needs of this varied population. PDCI's Chaplain, under the supervision of the Program Supervisor, serves as the staff advisor for all our volunteers. All PDCI volunteers are carefully screened prior to approval; once approved, they are provided with orientation and training prior to inmate contact.

During FY06, 114 volunteers provided PDCI inmates with the following services/studies:

Religious Service/Study	Inmate attendance for FY 06
Weekly Catholic Mass/Confession in English & Spanish	435
Weekly Catholic Study	372
Weekly Protestant Study (5 different groups)	1391
Weekly Protestant service	809
Weekly Christian Choir Practice	218
Protestant Special Events (CrossFire Ministry, Christmas Eve special)	125
Weekly Islamic Study	72
Weekly Native American Pipe-Drum Ceremony/Monthly Sweat Lodge	423
Monthly Pagan/Shaman Service	41

Volunteers were responsible for the establishment of a Chapel Library. Not only did they provide generous donations of books, audio/video equipment, fans and cabinets, but spent 445 hours setting up a check-out system to rival any first-class library. The PDCI Chapel Library opened in August 2005 and is staffed by volunteers at least 4-8 hours each week.

The volunteer-led inmate Christian Choir and Native American singers/drummers performed at numerous religious services along with presentations during graduations and other special events. There were 47 inmates who participated in full-immersion Christian baptism led by volunteers (39 hours). Volunteers also made regular pastoral visits with individual inmates. PDCI saw a dramatic increase in the number of inmates interested in pastoral visits in FY06; religious volunteers from a variety of different faith groups devoted 1141 hours to individual inmates. About 20-30 pastoral visits took place weekly during FY06.

PDCI was fortunate to have representatives from Prison Fellowship Ministries, a national Christian ministry, work with local volunteers to provide additional training and programming. As a result, Life Plan Seminars and Parenting Seminars were implemented for inmates. Trained volunteers work with a select group of inmates on release planning or parenting skills during the course of a 12-hour weekend seminar. We had 52 inmates electing to participate in the four seminars offered in FY06. Volunteers contributed a total of 445 hours to successful seminars. Another new program provided by religious volunteers has been

collecting release clothing for destitute inmates upon their release. In the past, inmates who did not have their own clothing upon release left with only state clothing on their backs; they were billed for it and the institution was rarely able to collect payment. The new program provides a volunteer "shopper" who obtains three sets of donated clothing for the inmate from local Community Action Program, Salvation Army or Goodwill stores; this volunteer does not enter the institution, but works with staff through phone and e-mail only.

Other non-religious services are provided by volunteers as well: Alcoholics Anonymous (AA) runs a bi-weekly meeting with 10-15 inmates separate from the AODA Treatment Program. Two local men each volunteered 57 hours to provide AA meetings in FY06.

PDCI has honored our volunteers each April during National Volunteer Recognition Week by hosting a "Volunteer Tribute and Training" session. On April 29, 2006, Rev. Laura Gentry donated her time and spoke with 30 volunteers about "The Healing Power of the Arts".

PDCI Education and Treatment Programs

AODA (Alcohol and Other Drug Abuse) Treatment Program

Federal studies show that AODA Treatment can lower incarceration recidivism rates by 16%. PDCI offers a 16-week residential treatment program consisting of separate educational and group therapy components. The program provides four hours of direct service per day, along with assigned homework. It uses a bio-social-psycho-educational approach that focuses on breaking the cycles of chemical abuse and criminality. Treatment addresses dependency, decision making, problem-solving, identifying use triggers and developing a use prevention plan.

Treatment is typically assigned as a need during an inmate's initial evaluation at DCI. There is a long waiting list and the program is offered to those inmates who are nearest their release date – most often inmates are completing the program within only a few weeks/months of their anticipated release. All participants are housed in the same unit, along with tutors (former participants who work with the instructors). PDCI runs two groups at all times with 14 participants per group (ATR space is available). There are 6-7 groups completed each year.

CGIP (Cognitive Group Intervention Program)

Cognitive Intervention is a research-based skills program that encourages the inmate to change personal beliefs, attitudes and thinking patterns associated with criminal/dysfunctional behaviors. Treatment is assigned as a program need during an inmate's initial evaluation at DCI. The program targets inmates who are repeat offenders, probation/parole violators, have a history of violence or who show poor institutional adjustment. Inmates who are unmotivated, anti-social, impulsive, non-reflective, who deny problems or demonstrate poor problem solving skills or poor social interaction are priorities for placement into the program.

The program consists of two phases, each 15 two-hour sessions. There are about 60 program slots available each year (ATRs are accepted). Homework is assigned and checked daily.

Visitation

PDCI recognizes the importance, on many different levels, for inmates to maintain their relationships with family and friends throughout their incarceration. The visiting area is staffed and maintained four times per week to allow inmates to meet with approved friends/family members. The visitation program has been designed to provide the utmost safety for visitors, inmates and staff.

A total of 2,934 inmate visits took place in FY06, an increase of 672 visits from FY05. An average of 245 visits took place per month, up from an average of 188 visits per month in FY05. There were 643 visits expanded beyond the regular two-hour weekend limit to accommodate distances traveled and infrequency of visits. We had 4271 adults and 3700 children entered PDCI to visit inmates in FY06.

- Visiting area is staffed four times per week, including weekends.
- Two officer positions oversee inmate visits along with canteen distribution.
- Maintaining family relationships is important to offender rehabilitation efforts.
- Designed to afford utmost safety for visitors, inmates and staff.

Records

The PDCI Records Office maintains all social services and legal documentation for inmates. Inmates are allowed to review their files every six months.

Legal Assistance for Incarcerated Persons (LAIP), a service provided by the UW-Madison Law School's Remington Center is coordinated through the Records Office.

- Institution Registrar and Offender Records Assistant II supervise all inmate social service and legal files.
- Responsible for sentence computations, revocations and legal issues.
- Admissions/Releases, Parole Eligibility, Court Issues, Open Records, Warrants/Detainers, Litigation, Inmate Visiting List

Internships

PDCI has worked closely with area schools to sponsor student interns. Orientation, general procedures, exposure to correctional methodology and multi-cultural emphasis is provided through hands-on experience under the supervision of staff. During FY06, PDCI hosted a Psychology Major from UW-Platteville for a 200-hour internship in Criminal Justice and two Human Services students from SWTC (each 200 hours).

Religious Services

- One half-time Chaplain

- PDCI ensures that all inmates have the opportunity to pursue their choice of religious practices (The DOC currently recognizes the following “Umbrella” religious groups: Buddhist, Catholic, Jewish, Islamic, Native American, Pagan and Protestant).
- All participation in religious programs is voluntary.
- Instruction, counseling and other resources are made available to all inmates.
- Weekly study groups are available to interested inmates in several religious groups.
- Community volunteers provide a majority of PDCI religious services.
- The Chaplain recruits, trains and serves as staff advisor for all PDCI volunteers.

Recreation

- Three full-time recreation leaders with one correctional officer position.
- Many inmates have poor social skills and do not know how to manage free time.
- PDCI attempts to improve inmate use of free time by encouraging good decisions and participation in individual and group sports, individual hobbies, board/card games and other appropriate leisure pursuits.
- All programs emphasize the importance of suitable leisure skills.
- PDCI recognizes that appropriate use of free time is important to the quality of life.

Window-to-Work Program Career Advising

In July 2000, the DOC entered into contracts with Workforce Connections, Inc. to assign a Career Advisor to PDCI through a grant with the Department of Workforce Development (DWD). This grant ended in spring 2004 and the DOC has provided continued support for this successful transition program.

A Career Advisor meets with participants to develop an individualized employment plan and tracks their progress towards reaching their employment, educational and personal goals after release. The process includes:

- Assessments of interests, work history, education and barriers to employment
- Job readiness training
- Career exploration and planning – Labor Market Information
- Establishment of short and long-term goals and objectives
- Individualized Job Search assistance
- Professional resume and employment portfolio creation
- Tuition for vocational education
- Post-release support services, job search assistance and job retention assistance
- Follow up to record achievements and address issues

All inmates seeking job search assistance are able to contact a Career Advisor for employment-related information and referrals. Workforce Connections, Inc. developed a resource manual that details answers to many of the typical questions inmates have as they near release. Copies of these manuals are housed in the library at PDCI. Approximately 53 inmates per month are provided labor market information specific to their release area. Workforce Connections, Inc. has also prepared approximately 400 release packets for the general population inmates not enrolled in the Window-to-Work program at Prairie du Chien Correctional Institution.

The goal of this program is to prepare inmates to have a successful reintegration into society that includes becoming self-sufficient and taking responsibility for themselves and their families. The programming focuses on reducing recidivism by providing a support network and resources to address barriers to employment.

The Career Advisor developed a network of cooperating resources throughout the state that compliment services provided at the PDCI career advising office to participants, which include gaining housing, job search information, transportation, work experience, additional training and treatment needs after release.

X-Treme Opportunity Program Career Advising

Workforce Connections, Inc. received a grant in July 2005 to provide services to youth in the system. The X-Treme Opportunity Program is developed specifically for youth ages 16-21 years, who have been involved in the adult justice system. This program is funded in part by a grant from the United States Department of Labor, Employment and Training Administration with in kind contributions from the Department of Corrections.

The aim of the X-Treme Opportunity Youth Offenders in High Growth/High Demand Occupations Program is to assist youth in developing and working toward a career goal. The program provides services including, but not limited to: life skills attainment, skills assessment, occupational skill training, work readiness, AODA and behavioral health programming, etc. All participants receive individualized case management that focuses on breaking the barriers to successful transition into the community.

The X-Treme Opportunity Program is assisting in funding the PDCI Building and Grounds Maintenance Program by purchasing all textbooks. This program has provided instructor training for forklift safety and purchased the required textbooks for PDCI. Additionally, workshops are offered by Workforce Connections staff for program participants and general population inmates at PDCI on a monthly basis to assist them in bridging the gap from incarceration to the world of employment and to prepare them for entry into high growth career fields.

All services are closely aligned with local probation and parole, county court officials and PDCI programs and staff. This program has served over 50 youth at PDCI and is operated at PDCI, JCI, NLCI and the Western Wisconsin Job Centers of Buffalo, Trempealeau, Jackson, Juneau, Monroe, La Crosse, Crawford and Vernon counties.

Inmate Complaint Review System

The Inmate Complaint Review System (ICRS) provides inmates with an opportunity to raise concerns or grievances in an organized system, to have policies explained and clarified and to have grievances investigated by impartial staff. The ICRS process also serves to assess the institution's climate.

COMPLAINTS IN FY06:

Subject of Complaint	Withdrawn	Affirmed	Dismissed	Rejected
Classification	0	0	2	2
Correspondence & Publications	0	33	119	60
Discipline	0	2	28	42
Discrimination	0	0	1	0
Food	0	4	16	6
ICRS	0	1	2	7
Inmate Accounts	0	25	47	51
Medical	0	19	104	36
Other	0	16	76	41
Personal Physical Conditions	0	15	104	33
Personal Property	0	31	119	83
Religion	0	0	4	2
Rules	0	0	36	12
Staff	0	8	181	61
Visiting	0	1	7	1
Work & School Programs	0	0	19	10
Totals	0	153	865	447

Conduct Reports

Conduct Reports Issued in FY06:

- Majors -783 Minors – 598

Appeals Processed in FY06:

- 72 Processed

Health Services Unit

The Health Services Unit (HSU) at PDCI strives to execute the mission of the Department of Corrections (DOC) Bureau of Health Services (BHS): "the administration and provision of health care, health education and preventative care for the DOC consistent with professional, community and correctional health care standards.

Our professional management team consists of various healthcare providers:

- 0.4 Medical Doctor
- 1.0 Health Services Supervisor
- 3.5 Registered Nurses
- 1.0 Medical Program Assistant Associate
- 0.05 Psychiatrist

HSU oversees the immediate health care needs of inmates on a daily basis including clinic visits for the doctor, psychiatrist and RN appointments, urgent and emergent medical treatment, ongoing monitoring of chronic care conditions, providing material and information for educational needs to aid in making appropriate choices for a healthier lifestyle, preparing and completing lab work, provide medications and teachings including psychotropic medications, provide monthly immunization clinics, etc. Our dental staff provides a full range of dental services to our population.

Hours of operations for HSU are: Monday through Friday, 6:00 am to 10:00 pm and Saturday/Sunday/Holidays from 8:00 to 4:00 pm. Registered Nurses are on-call to provide coverage for any medical concerns after normal operation hours. The Health Services Supervisor is also available for the nurses/DOC staff for further assistance, if needed. The Department of Corrections has a doctor available for nursing staff to utilize whenever the unit physician is not on-site.

Local health care facilities are utilized for emergency services, orthopedic consults, surgical intervention, eye exams, x-rays, CT scan, MRI scan, labs and pharmacy needs. UW-Madison Hospital, Waupun Memorial Hospital and Fond du Lac Clinics also provide consultations and various medical specialized care. Local public health agencies are also contacted as needed.

HSU is in the middle of remodeling an area in the institution that will double the size of the original HSU when the project is completed. We will be expanding from two exam rooms to four exam rooms and doubling the size of our medication and medical record room. This will also include a room for drawing lab work in an official lab drawing chair. The storage area has also increased with the extra rooms and the many storage cabinets that have been installed.

Statistics for Health Care Services Provided in FY06

<u>MD/RN appointments</u>	5835
<u>Dental appointments</u>	436
<u>Dental Hygienist appointments</u>	102
<u>Psychiatrist appointments</u>	526
<u>Off-site appointments</u>	555
<u>Off-site admissions</u>	12
<u>Off-site X-ray</u>	214
<u>Emergency Room visits</u>	51
<u>Total:</u>	7731

Psychological Services Unit

The mission of the Psychological Services Unit (PSU) is to provide mental health services that are in current ethical and professional standards and which are in keeping with the overall mission of Wisconsin Department of Corrections (DOC). The PSU provides early identification of and timely intervention for mental health needs. The goal is to prevent crisis situations, which could lead to mental and emotional distress for the inmate, as well as, risk harm to the inmate or others. Some of the services that are provided by PSU include:

Clinical Monitoring

When inmates go through Assessment and Evaluation (A&E) at Dodge Correctional Institution (DCI), they are screened for Mental Health (MH) needs. Mental Health needs include mental, emotional and behavioral conditions that might interfere with optimal adjustment to the institution. Inmates with current MH needs are assigned to Clinical Monitoring (CM). Services provided to inmates on CM may include pharmacotherapy through the Health Services Unit (HSU), psychological assessment, file reviews, supportive and directive counseling and occasionally, more in depth psychotherapy. In 2006, the number of inmates on CM increased considerably with the influx of inmates into the institution. At the end of the year, the number of inmates on CM averaged 100.

Record Review/Screening for Mental Health Needs

The PSU reviews records of inmates transferred to PDCI for any Mental Health (MH) issues. Inmates identified as such are interviewed and assessed for their current level of MH needs. Inmates are assigned to CM as needed and provided with mental health services in accordance with their specific needs.

Clinical Observation

Inmates in mental and/or emotional distress can pose a threat of harm to themselves and/or others. Clinical Observation (OBS) provides a safe and humane option for managing these risks. The PSU can make the initial placement or provide approval of placement in OBS if done after hours. Subsequent to the initial placement, PSU provides assessment and supportive/directive intervention at regular intervals per ethical and professional guidelines. In 2006, the number of inmates placed in Clinical OBS was significantly reduced from the number in 2005. In 2005, there were 16 inmates placed in Clinical OBS as opposed to less than 10 inmates in 2006. The last four months of 2006 saw no inmates placed in Clinical OBS at PDCI.

Mental Health Screening for WSPF

Inmates from PDCI can be placed in Temporary Lock-Up (TLU) and/or Segregation (SEG) at WSPF in Boscobel. It is per a Federal Court decision that inmates with certain MH conditions cannot be placed at WSPF. In 2006, there were at least 150 PDCI inmates referred for SEG placement at WSPF. This pertains to inmates provided with both brief MH screens for TLU and MH Screens for SEG. A number of PDCI inmates referred for SEG placement at WSPF were not transferred because of their mental health conditions. The actual number of these inmates could not be obtained at the time this report was prepared.

The PSU also conducts weekly clinical rounds in the Segregation (SEG) Unit to monitor inmates' adjustment to SEG, to identify any problematic adjustment and to provide

supportive and directive counseling as needed. The PSU provides crisis intervention to inmates experiencing acute mental and/or emotional distress. Consultation services are provided to staff in specific cases involving problematic inmate behavior. PSU will also provide referrals for special placement of inmates with MH needs, which include Wisconsin Resource Center (WRC), the Special Management Unit at Columbia Correctional Institution (CCI) and the Therapeutic Treatment Community at Oshkosh Correctional Institution (OSCI). During the course of 2006, the PDCI PSU added two new members to its staff including a new full-time psychologist and a new supervising psychologist who also supervises PSU staff at WSPF.

Human Resources Department

The Human Resources Department is dedicated to ensuring all federal and state employment laws are followed in the staffing and operations of PDCI, which includes a safe and harassment-free workplace for employees. In addition, the team strives to foster and maintain a positive professional working relationship with the various Labor Unions at PDCI.

Management Services Department

The Management Services Department provides services that facilitate the security of the institution while ensuring inmate needs are met. It is comprised of several areas including Business Office, Buildings & Grounds, Food Service, Store and Laundry.

Business Office

The Business Office provides services for both staff and inmates. The purchase of all supplies and services is coordinated by the Business Office in cooperation with each respective department to ensure the responsible use of funds and satisfaction of the institution needs. A Financial Specialist is assigned to Inmate Accounts, which is responsible for receipting and disbursing inmate funds and processing inmate payroll in accordance with all administrative guidelines and laws. Inmate Accounts includes all legal loans, postage, medical co-pays and restitution. The Business Office coordinates canteen services for the inmates including distribution of menus and submission of orders to the contracted vendor utilized for the service. The Business Office also takes a strong lead in the continual management of the budget. Inventory levels are closely monitored to ensure that all institution needs are met while maintaining adequate supplies and budget guidelines.

Food Service

The Food Service supplies, prepares and serves food to meet specific nutritional needs of the inmates. Cycle menus were adapted this Fiscal Year to reflect the National Healthy Eating Initiatives directed by DAI. In FY06, food purchases totaled \$411,470.34 with 369,913 meals served and \$1.20 cost per meal.

The Food Service Department has also been providing Institution-wide cookouts for all inmates and staff. The cookouts are received in a positive manner and have been enjoyed without incident.

Food Service employs approximately 65 inmates working both full-time and part-time. With the population increase at PDCI, Food Service has increased the number of daily sack lunches for work crews and hospital transport meals. Food Service also continues to provide hospitality carts and meals for events such as Blood Drives, HSED Graduations, Department Trainings, Community Relations Board Meetings, etc.

Food Service operates with four full-time permanent employees and three LTEs. Food Service is open from 5:00 a.m. to 6:00 p.m.

Buildings & Grounds

The major projects ongoing or completed by the Buildings & Grounds Department for FY06 include:

- The Camera projects ongoing or completed by the Buildings & Grounds Department for FY06.
- The HSU project includes building a new Health Services Unit; built four new exam rooms, nurse's station, medication room and handicap restroom. This is ongoing and should be completed by the end of October 2006.
- The Administration Building project included a new generator to provide backup power for the entire building.
- The South Housing project included installing new, four basin stainless steel sink units in all inmate restrooms.
- The Boiler House project has been finished by totally re-tubing boiler #2.

Store

The Inventory Control Coordinator is responsible for receiving orders and distributing supplies throughout all areas of the institution. The store also utilizes one officer and an inmate worker to assist.

Laundry

The inmate laundry workers are supervised by one officer and are responsible for keeping inmate clothes and bedding clean and sanitary.

Program Review Committee

The Offender Classification Specialist chairs and coordinates the Program Review Committee (PRC) to assess and evaluate changes to inmate custody levels, institution assignments and program needs. The Offender Classification Specialist in the PRC is also responsible at an objective level to approve other coordinators' assessments.

Staffing & Departments

Warden's Office

- Warden – Shared with WSPF
- Deputy Warden (1)
- Confidential Secretary (1)
- Inmate Complaint Examiner (ICE) (.50) – Limited-Term Employee (LTE)

Human Resources

- Human Resources Director – Shared with WSPF
- Payroll & Benefits Specialist (1)
- Human Resources Assistant (1)

Security

- Security Director (1)
- Program Assistant – Confidential (1)
- Captains (7)
- Lieutenants (3)
- Sergeants (39)
- Correctional Officers (64)
(Additional two Part-Time LTE Correctional Officers for Seasonal Outside Work Crew)

Management Services

- Management Services Director – Shared with WSPF
- Office Associate – Shared with WSPF
- Financial Program Supervisor (1)
 - Financial Specialist 2 (3)
 - Inventory Control Coordinator (1)
- Buildings & Ground Superintendent (1)
 - Electronics Technician Security – Senior (1)
 - Facility Repair Worker - Advance (3)
 - Facilities Maintenance Specialist Advanced (2)
 - Power Plant Operator-Senior (5)
- Food Service Administrator (1)
 - Food Service Leader 2 (3)
 - Food Service Leader 3 (1)

Program Services

- Program Supervisor (1)
- AODA Social Worker C (1)
- Chaplain (.50)
- Recreation Leaders (3)
- Offender Registrar (1)
- Offender Records Assistant 2 (1)

Education

- Education Director – Shared with WSPF
- Program Assistant 2 (1)
- Teacher (14)
- Librarian (1)

The SWTC Bricklaying/ Masonry Instructor is employed by SWTC and housed at PDCI. PDCI provides the classroom and work area and uses grant funding to pay tuition for students in the program.

Program Review Committee

- Offender Classification Specialist (1) – Non-PDCI employee
- Program Assistant (1) – Non-PDCI employee

Health Services Unit

- Health Services Supervisor (1)
- Medical Program Assistant Associate (1)
- Registered Nurses (3.5)
- Medical Doctor (.40) - Non-PDCI employee
- Dentist (.25) - Non-PDCI employee
- Dental Assistant (.50)
- Psychiatrist (.10) - Non-PDCI employee

Psychological Services Unit

- Psychologist Supervisor – Shared with WSPF
- Psychologist - Licensed (1)

Housing Units

- Unit Managers (2)
- Social Worker C (4.5)

Americans with Disabilities Act Coordinators

In the effort to ensure compliance with the American with Disabilities Act (ADA) for inmates, PDCI, under the direction of the DOC has named two PDCI staff members as the ADA Coordinators:

Mary Wayne, Management Services Director - 608-326-7828 ext. 2402
Lisa Pettera, Program Supervisor - 608-326-7828 ext. 2498

In Recognition

During State Employee Recognition Week May 7-13, 2006, the following PDCI staff were recognized for their state service and good attendance during the Recognition Ceremony on May 3, 2006:

5 YEARS OF STATE SERVICE

Mitchell Ames
Monty Ames
Henry Bray
Rena Dahlberg
Leo Gerlach
Elaine Gillitzer

Rodney Kaufman
Michelle Kielley
David Kress
Lisa Pettera
Scott Rose
Jan Rutter

Mary Lou Steines
Robert Wall
Dale Walters
Kathryn Willson
Robert Wilt

TEN YEARS OF STATE SERVICE

David Bowen
Kathy Brewer

Ronald Burrig
Bruce Fisher

Aelred Mezera
Paul Moris

FIFTEEN YEARS OF STATE SERVICE

Tim Haines

TWENTY YEARS OF STATE SERVICE

Terry Yanske

The following staff were recognized for good attendance,
measured by minimal sick leave usage:

0 HOURS OF SICK LEAVE USED:

Pat Alberts
Dan Hurley
Joshua Kreul
Aelred Mezera
Jan Rutter

Kathy Brewer
Jerry Krachey
Denis Kuhens
Lynn O'Kane
Russell Smith

Richard Gutknecht
David Kress
Kathleen Martin
Denny Reger

1-8 HOURS OF SICK LEAVE USED:

Ronald Brewer
Michael Hanfeld
Karen Solomon

Darvin Davis
Christopher Kotte

Kenneth Fleshner
Paul Moris

9-16 HOURS OF SICK LEAVE USED:

Jeffrey Bartels
Kelly Petsche

Nola Childs
Shawn Toræerson

Richard Opalinski
John Weber

ACRONYMS

A&E	- Assessment and Evaluation
AA	- Alcoholics Anonymous
ADA	- Americans with Disabilities Act
AODA	- Alcohol and Other Drug Abuse Treatment
ATR	- Alternative to Revocation
BHS	- Bureau of Health Services
CCI	- Columbia Correctional Institution
CGIP	- Cognitive Group Intervention Treatment
CM	- Clinical Monitoring
CO	- Correctional Officer
CRB	- Community Relations Board
DAI	- Division of Adult Institutions
DCI	- Dodge Correctional Institution (Waupun, WI)
DJC	- Division of Juvenile Corrections
DOC	- Department of Corrections
DPI	- Department of Public Instruction
DWD	- Department of Workforce Development
DNR	- Department of Natural Resources
FY04	- Fiscal Year 2004 (July 1, 2003 – June 30, 2004)
FY05	- Fiscal Year 2005 (July 1, 2004 – June 30, 2005)
FY06	- Fiscal Year 2006 (July 1, 2005 – June 30, 2006)
HSED	- High School Equivalency Diploma
HSU	- Health Services Unit
ICE	- Inmate Complaint Examiner
ICRS	- Inmate Complaint Review System
LAIP	- Legal Assistance for Incarcerated Persons
LTE	- Limited Term Employment
MADD	- Mothers against Drunk Driving
MH	- Mental Health
MLPS	- Martin Luther Preparatory School
NICC	- Northeast Iowa Community College

OBS - Observation
OSCI - Oshkosh Correctional Institution
P&P - Probation and Parole
PDCI - Prairie du Chien Correctional Institution
PRC - Program Review Committee
PSU - Psychological Services Unit
RIF - Reading is Fundamental
SEG - Segregation
STD - Sexually Transmitted Disease
SWTC - Southwestern Wisconsin Technical College (Fennimore, WI)
TB - Tuberculosis
TLU - Temporary Lock-Up
VIP - Victim Impact Program
WRC - Wisconsin Resource Center
WSPF - Wisconsin Secure Program Facility (Boscobel, WI)