

REDGRANITE CORRECTIONAL INSTITUTION

ANNUAL REPORT

2003-04



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MESSAGE FROM THE WARDEN

This year, like all others, has been a busy time where challenges of many types have been faced and effectively resolved.

- 846 inmates came and went through our gates.
- From a program perspective we served offenders and thereby the community in many ways;
- Almost 100 inmates graduated from an HSED and vocational programs.
- 37 new tutors graduated.
- 47 inmates completed the Cognitive Intervention Program (CGIP).
- 40 inmates worked to offer various services and products to the communities.
- Over two million computers were recycled and 492 wheelchairs restored.
- Health Service responded to almost 50,000 sick call requests.
- Clinical services saw almost 3,000 offenders.

All these positive accomplishments and many more not mentioned were made possible by maintaining an environment that was safe and secure for both inmates and staff. Physical plant improvements, evolving policies and ongoing staff training helped us to promote this type of environment. But most importantly it was the diligence and hard work done by all staff, everyday, that ultimately made this facility safe and secure for all.

Our record speaks for itself. Together we have taken the necessary steps to meet the challenges we have faced this year. We have met, and in fact exceeded, any and all expectations related to our goals and mission. I want to thank each of you for all your contributions to that effort, and look forward to working with all of you again next year as we strive to again successfully confront a new set of challenges.

INSTITUTION MISSION STATEMENT & GOALS

To maintain secure and safe custody of medium security offenders committed to Redgranite Correctional Institution while providing these offenders opportunities for cognitive and behavioral development to enhance their future potential as productive members of society.

HISTORY & DEVELOPMENT

The Redgranite Correctional Institution (RGCI) is a medium security adult male correctional institution. The facility provides a custody and treatment program up to 1000 inmates who are transferred here from other institutions. Programs at the Redgranite Correctional Institution are designed to provide an opportunity to develop skills and to make a positive change in behavior.

Historical Tommy Thompson, Governor

Construction: Boldt Construction Company

Cost: \$52,9000.00

Location: Redgranite, Wisconsin

Security Level:	Medium
Operating Capacity:	750
Current Population:	979
Date Opened:	January 8, 2001
Number of Acres:	89
Number of Security Staff:	187
Number of Non-Security Staff:	112.5
Staff to Inmate Ratio	3.3 inmates for every staff member
Operating Budget FY 2003:	20,205,773

Special Historical Notes:

Redgranite Correctional Institution encompasses 89 acres of land, of which 22 acres are contained within the secure perimeter. The secure perimeter consists of two high-security fences that are equipped with razor-ribbon wire and a “shock”/”knock-down” feature. An intrusion detection system provides monitoring of any activity near the fences. The latest in computer technology is incorporated in the control center, which monitors the entire institution and the perimeter, both electronically and through closed-circuit television camera. One armed elevated officer post and two armed patrol vehicles also circumscribe the institution. A portable observation post was also recently added. Ground breaking was June 18, 1999. Tobacco free for staff, visitors and inmates. Average age of Wisconsin inmates is 32. Cost: \$52,9000.00. Cell Size: 80 sq. feet

STAFFING REPORT

Redgranite Correctional Institution is allocated the following positions:

- Office of the Warden
 - Warden
 - ICE
 - Secretary (Confidential)

- Office of the Deputy Warden
 - Deputy Warden
 - Unit Managers
 - Records
 - Health Services Unit
 - Chapel
 - School
 - Recreation
 - Clinical Services
 - Secretary (part time)

Security

Security Director
Security Officers
Supervising Officers
Secretary

Management Services

Correctional Management Services Director
Financial Program Supervisor
Financial Specialists
Secretary (1.5)
Laundry
Canteen
Food Service
Maintenance
Stores

Human Resources

Human Resources Director
Human Resources Assistant
Payroll and Benefits

Total Positions

303

Unit Management

This institution is designed to function under a decentralized management and service delivery system. The four Housing Units operate, for the most part, as self-contained units. Inmates do not spend a great deal of time with inmates from other complexes. Inmate dining is decentralized and takes place within the housing unit, as do many of the program and leisure-time activities. This design enables more effective control of movement and reduces risks apparent in large groupings of inmates. Although the management of the institution is decentralized deliberately by design, efforts are continuously made through training and communication to ensure that institution policies and operations are applied uniformly and consistently across inmates and personnel, with any variation being based on unique program or inmate population characteristics.

Each housing unit is managed by a Unit Manager who is assisted by a multidisciplinary team consisting of correctional officers, two social workers, teachers, work supervisors, a psychologist, and liaisons from Health Services and the security supervisor ranks. Each multidisciplinary team meets on a regular basis to discuss unit operations and issues related to the management of individual inmates. Through unit management and this multidisciplinary approach, the concept is reinforced that all staff plays an important role in the lives of inmates and can impact in a positive way on both security and treatment. By sharing information and perspectives, staff gains a fuller view of the inmate and the various responsibilities of all staff. In this way, staff ownership of institution goals is enhanced, a total systematic approach for the management of various inmates can be implemented, and the individual assignments that staff is required to perform are made easier and more successful as others reinforce those efforts.

OPERATING BUDGET

Year ending 06/30/04
FISCAL YEAR 2004

Permanent Salary	11,079,287
LTE Salary	45,100
Fringe Benefits	5,142,601
Supplies & Services	947,875
Capital	101,300
Food	1,130,400
Variable Non-Food	878,847
Fuel & Utilities	752,100
Maintenance	128,263
TOTAL	\$20,205,773

Restitution

▪ Child Support	\$13,864
▪ Restitution	\$14,230
▪ Victim/Witness	\$22,803
▪ Medical Co-pay	\$14,452

COMMUNITY RELATIONS

The Redgranite Correctional Institution continues to maintain its partnership with the community through its Community Relations Board. This Board functions as a positive link between the institution and the Redgranite community. Areas of mutual interest and concern include, but are not limited to the following:

- The impact of the institution on the community
- The institutions involvement in community affairs
- Public awareness and education about the operation and mission of the institution including information regarding offender program activities.
- A variety of other law enforcement/community related issues.

Betty Eannelli Redgranite Citizen	Robert Welch/Mary Ellen Boario State Senator / Representative
Ron Masticola Redgranite Police Officer	Deb Behringer Waushara County Adm. Coordinator

Dave Belfeil Redgranite Police Chief	Gregg Sluke Pastor – Redgranite
Luther Olsen Representative	Kathy Klemann Waushara Co. Victim Witness Coordinator
Clyde Simonson Elementary Principal	Gary Hopkins Community Member
Joe Piechowski Redgranite Fire Chief	Joe Siegel Waushara County Sheriff's Department
Guy Dutcher Waushara County District Attorney	Gary Greineier Waushara Co. Sheriff's Department
Hon. Louis Murach Circuit Judge	Mr. Harrington Waushara Co. Sheriff's Department
Dave Peterson Waushara County Sheriff	Wautoma Police Department Chief Reilly
Jeffrey Sawtelle President Farmers Exchange Bank	Dave Beranich Community Member
Matt Stake Probation & Parole Agent – Wautoma	Mike Moe Economic Development Committee

DOC/RGCI REPRESENTATIVES

Jeff Endicott, Warden
 Steve Beck, Deputy Warden
 Karla Souzek, HR Director
 Sharon Harter, Unit Manager
 Scott Eckstein, Security Director
 Kim Koeck, Education Director
 Tom Nickel, Corrections Management Service Director
 Kathy Johnson, Warden's Secretary

PROGRAMS OFFERED

Below is the data related to essential treatment programs provided through the Social Services Department in 2003. In addition to the essential treatment programs such as Cognitive Interventions, Anger Management, and Domestic Violence, RGCI offers other various programs which inmates can voluntarily enroll in.

S.M.A.R.T., Self-Management and Recovery Training

This is a self-help group that assists motivated inmates learn different ways to handle problem behaviors such as alcohol abuse, drug use, and gambling, etc. Based upon Dr. Albert Ellis' Rational Emotive Therapy (RET), scientific methods.

R.Y.T.E., Reach Youth Through Education

This program is intended to reach out to surrounding communities. The program is designed not only to educate but also to deter teens from participating in negative behavior that could ultimately lead them to incarceration. R.Y.T.E. was developed with input from other correctional institutions that have similar programs. Inmates can volunteer to sit on a panel and share information about their life choices and decisions to teens. Schools that participated were as follows:

- Lodi High School
- Portage Co. Human Services – At Risk
- Milwaukee – Wise Up Program
- Stevens Point High school
- Waupaca High School
- Wautoma CAP Service – Fresh Start
- Amherst Middle School
- Neosho Middle School
- Berlin High School
- Wisconsin Rapids East Jr. High School
- Amherst – Tomorrow River High School

Participants learn about past and present anger and how anger and aggression are often linked along with discovering what causes their anger. Participants will view the Cage Your Rage program videos and complete workbook essays, along with understanding the different communication styles to discover one's own personal style. Participants practice assertive communication skills with various role plays and exercises.

Domestic Violence

This group is 24 sessions, 2 hours each session, and focuses on behavioral change through education by recognizing all the behaviors that are abusive, how to change ways of thinking before it leads to abuse, taking responsibility, looking at the consequences and at other options to chose in the future.

12 Step Christian Group

The premise of the Christian 12 Step program is that change is possible for offenders through careful and honest self-examination. Once offenders honestly face their unhealthy patterns of behavior, self-understanding occurs. The 12-step program offers tools and life skills that will bring balance, order and appropriate responses to life's challenges

Purpose Driven Life

The focus of The Purpose Driven Life Group is to reorient the offender from self-centeredness to a life of humility and servanthood to God and their fellowman.

Cognitive Intervention

The Cognitive Interventions Program is a 30-lesson program that is delivered in 2-two hour classes per week. CGIP may take 4-6 months to complete the program once enrolled. Phase One of CGIP teaches participants the skills to self-monitor their thinking. PhaseTwo of CGIP focuses on current situations and making plans for the future. There is extensive writing involved in the form of Thinking Reports and Journals, role-plays, and various group exercises.

Tobacco & Alcohol Awareness

The Tobacco and Alcohol Awareness Program is a video-course which lasts 4 weeks. Participants learn about the various diseases caused by tobacco and alcohol usage and the steps that can be taken to quit. Participants also learn how to analyze and critique tobacco and alcohol messages in the media to resist tempting marketing and prevent usage. Group activities, discussions, videos and the completion of a final exam are needed in order to pass the program.

Circle of Recovery

A support group for men of all creeds who are truly interested in changing their lives in a positive way. Share life experiences and acknowledge the mistakes. Analyze themselves and the decisions they make. Discuss books, articles and current events, and address concerns and how their time is best spent.

Release Clothes Project

Clothing is donated from various second-hand and thrift stores for inmates to have upon their release. Provided for those who have no money themselves or family/friends to purchase clothing.

GROUP NAME	FACILIATOR NAME	START/END DATE	COMPLETIONS	# OF INMATES
CGIP Phase I & II Group	Sue Blija/Candy Hinz	8/25/03 12/10/03	7	12
CGIP Phase I & II Group	Christine Procknow/Nicole Dammon	8/18/03 12/15/03	10	12
2004 GROUPS				
CGIP Phase I & II Group	Patty Smith/Sue Rehder	11/19/03 4/9/04	8	13
Anger Management Group	Christine Procknow/Julie Mix	10/7/03 1/15/04	13	20
CGIP Phase I & II Group	Bob Kriz & Sally Wess	10/14/03 3/30/04	5	12
Domestic Violence Group 1	Sue Rehder	2/2/04 4/29/04	7	8
CGIP Phase I & II	Carla Toney/Sue Krueger	2/3/04 6/8/04	7	12
Anger Management	Christine Procknow	2/17/04 5/12/04	4	13
CGIP Phase I & II	Christine Procknow/Nichole Dammon	2/16/04 6/9/04	10	13

Christian 12 Step (Thurs)	Dan Russell	3/11/04	16	17
Purpose of Driven Life (Tues)	Dan Russell	3/23/04	14	17

Religious Services Programming

The Chapel has provided a full venue of programs in an effort to meet the spiritual needs of the RGCI inmate population. The Chapel utilizes over one hundred volunteers to provide both Christian and non-Christian Programs. These volunteers are coordinated and scheduled by one full-time Chaplain. The Chaplain also facilitated the provision of study groups, individual, pre-martial, martial and grief counseling as well as coordination of pastoral visits.

Some of the services/programs offered each week at the chapel include: Protestant Services, Catholic Mass, Wiccan Worship, Islamic Worship, Jehovah Witness Worship, Christian Worship, Native American Sweat Lodge (once per month) Baptist Services, Bible Study groups that represent, Baptist, Catholic, Mennonite, Muslim Jumah, Jehovah Witness, Native American Pipe & Drum, and Buddhist Meditation.

Volunteer Programs

RGCI has a variety of individuals who enter the institution to provide services or programs for inmates. During 2003 we had 27 individuals apply to participate in volunteer programs, 26 were approved and 1 was denied. The following are programs that RGCI is able to offer to inmates due to volunteers assisting us with the programs:

- Alcoholics Anonymous
- Family Counseling
- Reading Group
- Religious Activities
- Tutoring
- Veteran Affairs

INMATE COMPLAINTS

- **Total Complaints:** **544**
- Affirmed: 30
- Affirmed/Modified: 17
- Dismissed 395
- Dismissed/Modified 102

INMATE DISCIPLINE

Major Conduct Reports:

Full Due: 192 Waived: 461

Minor Conduct Reports:

Modified: 764 Summaries: 642

Appeals:

Affirmed	191
Modified	53
Reversed	9
Returned	30

RECREATION DEPARTMENT

The recreation department is divided into inside and outside recreation areas. The inside recreation area consists of a separate exercise room and a gymnasium. The exercise room area has a number of different universal machines to meet the needs of our growing inmate population. The gymnasium area has a full court basketball court and two half courts, volleyball court, ping-pong table, foosball table, jump ropes, a cardiovascular area that consists of treadmills, recumbent bikes, air-dynes, and ski machines. During inside recreation, intramural basketball and volleyball are offered to the inmate population. The outside recreation consists of an exercise area, softball diamond, sand volleyball courts, horseshoe pits, and a bocce ball area. Frisbees, hacky sacks, and jump ropes are also available to check out. Intramural softball is offered during the outside recreation season. Over 135,000 inmates attended recreation from 07/01/03 to 06/30/04. The recreation department also provides an array of board games and playing cards for the inmates to enjoy on their respective housing units.

Music

The music department promotes a positive, constructive use of leisure time activities through an in-cell music program. Under the supervision of a Music Recreation Leader, inmates are allowed to participate in approved music hobbies. These hobbies consist of Electric and Acoustic guitars, Keyboards, Beat Machines, Harmonicas, Mandolins, and electronically muted trumpets. Guitar and Keyboard classes are offered to both the beginners and the more advanced music enthusiasts. During the course of this period, the Music Recreation Leader processed and distributed over 120 approved music orders to the 75 inmates enrolled in our music program.

Hobby Department

The Hobby Department offers a wide variety of in-cell hobbies for inmates to choose from. Each inmate is allowed to have two hobbies, all hobby orders are pre-approved by the Hobby Recreation Leader and come directly from a retail store. Allowable hobbies include painting, drawing, crocheting, needlepoint, latch hook, beadwork, embroidery, plastic canvas, and models. Inmates are allowed to sell their completed projects in the Institution Lobby. During this past year the Hobby Recreation Leader received and processed over 275 hobby orders and distributed them to the 212 inmates signed up for hobby.

Community Service Programs and Activities

The Community Service Program is divided into two areas, the crochet project and the beautification committee. These areas employ a total of 32 full-time and 8 half-time inmate workers. The inmates that work for the crochet project must perform a variety of tasks. Besides crocheting hats, mittens, scarves, wash cloths, blankets, lap quilts, afghans, stuffed animals, sweaters and painting watercolor pictures, they must also assist in other community service projects as they arise. These projects include but are not limited to collecting pop tabs for the Ronald McDonald House Charity, preparing

Campbell Soup labels for local schools, and assisting with Victim Right's Week and other institution events.

Our crochet project has donated items to many different organizations to distribute to the needy both locally and worldwide. These organizations include Waushara Community Church, St. Joseph's Catholic Church of Wautoma, Peace Lutheran Church of Wautoma, Redgranite Women's Club, Project Linus, Boy's and Girl's Club of Omro, Wild Rose Manor Nursing Home, Redgranite, Wautoma, Berlin, Wild Rose, and Poy Sippi Elementary Schools, and the Waushara County Health Services Department. We have also donated items to various silent auctions throughout the state that offer their proceeds to different charities. These auctions include, KMCI Health Fair, NLCI Open House, Restorative Justice Annual Art Auction, Women's Coalition Against Sexual Abuse WCASA, Wisconsin Correctional Association WCA, and the Warden's Conference.

The crochet project receives yarn donations from area organizations, local citizens, and RGCI employees. Thanks to an article written in Interweave Knits titled "Knitting Behind Bars", we are now receiving donations from throughout the United States.

The vegetable garden planted and maintained by the Beautification Committee shipped just over 1100 pounds of fresh vegetables to the Waushara County Food Pantry. Drought conditions and an early frost contributed to the lower than average numbers. The tomatoes, peppers, beans, peas, squash, cucumbers, onions and melons are distributed to low-income families. These fresh vegetables are greatly appreciated because our vegetables are the only fresh produce received on a regular basis.

The 150 students at Redgranite Elementary School each received a hand-painted pumpkin and 200 more hand-painted pumpkins were distributed to local families through the Wautoma Public Library. Beautification Committee members and artistic volunteers painted a variety of original and comic designs on the pumpkins. Local farmers donate the pumpkins for us to paint.

1250 plastic rosaries were assembled using supplies from St. Joe's. The completed rosaries are then sent down to Great Lakes Naval Base for distribution to our troops worldwide.

Banners for Waushara County's 4th of July Celebration were designed and made by the Beautification Committee along with signs for the Leon-Saxeville Library. Various art projects for Redgranite Elementary and other local schools were also completed as necessary.

Beautification Committee

In addition to it's outside community service activities, the Beautification Committee supplied a community service here at R.G.C.I. Flower gardens were built and grass was planted in front of the housing units, library, school, hobby and maintenance areas along Main Street. Fresh-cut flowers were distributed throughout the institution. Gardens were also added along the walkway to the Visiting Room for our visitors and staff to enjoy. This will be an ongoing project.

Two new wall hangings were added to the Visiting Room children's areas. These were created by the Beautification Committee along with Maintenance workers from the wood shop. Bart Simpson and Mickey Mouse now entertain children visiting in the play area.

A storage shed for the garden was built by the Maintenance Department. Flower gardens and a beautiful mural were added through this joint effort.

The Beautification Committee also held a September 11th Memorial Service in the Visiting Room. The choir (under the direction of the chaplain) added patriotic songs along with poems and prose from some of our inmates. Ceremonies such as this along with basketball games and recreational playoffs are videotaped by the Beautification Committee and approved tapes are made available for the inmates to purchase and send home to their families.

Certificates for program completion and athletic events are designed, printed and laminated by the Beautification Committee.

Weightlifting Competition

All RGCI inmates had the opportunity to compete in this competition held in April of 2004. Weight room activities for the 2004 competition began in February with the weight room count being 5350. In March the count increased to 5894. During April the count hit a high of 6015. There were 15 different exercises to compete in having 19 different inmates earn certificates for placing 1st through 3rd place.

EDUCATION

Program Statement

The school program is configured to serve the educational needs of adult inmates. There are three distinct academic competency-based curriculums: Basic (K-6), Intermediate (7-9) High School Equivalence Diploma, HSED (9-12). Ability levels may vary from first grade to post secondary, based on achievement and aptitude assessment. Test of Adult Basic Education (TABE) helps place inmates at the appropriate level. Post-Secondary certificate and diploma programming is available for continuing educational opportunities.

All instructors hold a Wisconsin Technical College System (WTCS) certification in a variety of areas. Teachers are an integral part of multidisciplinary teams for case management planning. All teachers are trained in "Cognitive Group Intervention Programming (CGIP). An Education Director manages the education department. It employs 10 full-time Adult Basic Education ABE instructors, a guidance counselor, a program assistant and a school officer.

Inmates at Redgranite Correctional Institution (RGCI) characteristically have shown little academic success in the past and have often missed out on large portions of their education. With that in mind inmates are assigned school programs based on their prescribed needs. Achievement levels are assessed by standardized testing, record review, consultation with previous institutions and inmate interviews. Inmates are then placed in curricula that meet their academic needs. Most of the curriculum components are tiered by reading ability. Care is taken to appropriately place the inmate at a level to foster success.

Each full time student receives a minimum of three periods of instruction per day to include reading, math and literacy classes if the student is below the 9th grade level. Each student that tests above the 9th grade level will have 8 academic classes from which to choose: Math, Science, Social Studies, Writing, Literature, Health, Civics, and Employability. They will also be eligible to apply for a High School Equivalency Diploma if they pass all their HSED tests with a 410 and have a cumulative point total of 2250.

The primary emphasis of the school is to provide an educational component that is competency based, enhances skills and abilities, holds inmates accountable, espouses CGIP principles while building connections and positive relationships with others.

Education Mission

We are committed to provide quality education and to hold inmates fully responsible for their behaviors while offering them skill-building opportunities for cognitive and behavioral development to enhance their future potential as productive members of society.

Education Beliefs

1. We believe that positive, upbeat attitudes contribute to everyone's self-esteem. Feel free to give a compliment.
2. We operate on a multidisciplinary team concept. All classifications participation and contributions are appreciated.
3. We believe that "good enough" is not enough. We will continually strive for excellence in everything we do.
4. We recognize and respect each other's diversity and dignity. Everyone will be treated with dignity and worth.
5. We realize the importance of availability. We will attempt to make ourselves visible and accessible to everyone.
6. We share a common and important goal. To educate and restore dignity to each inmate in this institution.
7. We model our commitment to education on a daily basis. Our actions and interactions are as important to learning as the curriculum we deliver.

Library Programs

We maintain a complete CD Rom Law Library. We have 7 computer stations for inmates to access court cases. Each inmate has at least one opportunity per week to work in this area, and more time if specified. A general library with a general collection of books is provided for all inmates. The library is open 7 days a week from 7:30 AM until 9 PM which provides multiple opportunities for inmates to use the library in a given week. We also have an interlibrary loan system in place.

Vocational Programming

For fiscal year 2003, a vocational certificate program in Microsoft Office was our only vocational offering. The program is capped at 15 students. It is a one-semester program. It will be offered twice a year. Each student will receive one credit for each of the following modules: Keyboarding, Word, Access, Excel, and PowerPoint. We also offer 6 credits in general education courses with this certificate: Written Communication & Contemporary American Society. 28 certificates were issued in fiscal year 2003.

Pro Literacy America Tutor Program

The training methods and standards of the Pro Literacy America Tutor Program were utilized to train 37 inmates as tutors in 2003. This training provides students with supplementary, peer tutors. The tutors are intensively trained over a three-week period. Tutor positions are paid and usually work one on one with ABE students in a teacher's classroom 6 hours per day. We currently have 22 tutors employed in the school.

Destinations

This program is a complete computerized essential skill curriculum designed specifically for the adult learner. This comprehensive curriculum offers more than 12,000 core learning activities in reading, math writing, life and employability skills, citizenship, and job-related applied skills. It includes multiple levels of basic skills from those at the lowest functioning levels to those required for success in community college and beyond. It assesses and places learners at the correct competency level, and it allows learners to progress from one level to the next, challenging learners while building on their existing skills.

Correspondence Courses

Inmates who are interested in working toward an advanced degree from an approved State of Wisconsin list can pursue their education through correspondence courses. Students are required to pay all expenses for the courses. Throughout the year 2002, RGCI had 26 students involved in correspondence courses with 14 actually completing and passing an approved course.

TABE

The tests of Adult Basic Education, or TABE, are used by the Department of Corrections to measure achievement of basic skills. The content areas tested are reading, language and math. There are five overlapping levels ranging from 0 to 14.9, and broken down as follows:

L (Literacy)	- 0 - 1.9	D (Difficult)	- 6.6 - 8.9
E (Easy)	- 1.6 - 3.9	A (Advanced)	- 8.6 - 14.9
M (Medium)	- 3.6 - 6.9		

Over 428 students finished TABE testing in fiscal 2003. Students continue to be tested when there are no scores in their files, when they have only Survey test scores or when recommended by teachers through use of the SAMS. Most students were tested at levels M or E.

HSED

The high school equivalent diploma (HSED) is awarded to those individuals that pass standardized national tests in math, literature, writing, social studies, science, employability skills, civics, and health. For the 2003 fiscal year we had the following graduates.

Enrollment & Evaluation

July 2003 through June 2004 School Enrollment & Evaluation Chart:

Month	Enrollment	SAMS TESTS	HSED Components	Graduates	Vocational	CLN	Tutors
Jul-03	300	370	63	5			
Aug-03	296	343	42	3			9
Sep-03	291	310	73	6			
Oct-03	280	241	54	4			
Nov-03	304	170	46	8			
Dec-03	301	198	29	4	15		10
Jan-04	304	202	39	3			
Feb-04	291	242	60	10			
Mar-04	334	209	51	7			9
Apr-04	342	239	55	5			
May-04	349	159	43	6			
Jun-04	277	232	33	5	13	69	9
	3669	2915	588	66	28	69	37

Library Summary

Material	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Fiction	263	229	219	252	290	264	254	270	267	285	307	270	3170
Reference	11	6	10	7	6	13	23	4	25	18	16	7	146
Biography	97	95	86	95	90	87	59	59	82	83	98	81	1012
Easy	9	11	13	3	1	2	15	6	14	2	7	18	101
000-099	36	35	21	37	46	52	44	40	44	43	54	31	483
100-199	135	126	100	142	133	177	135	110	125	115	145	133	1576
200-299	84	57	68	74	71	100	86	61	90	69	44	62	866
300-399	372	267	283	340	321	412	374	370	403	322	350	304	4118
400-499	94	63	72	51	77	52	60	59	65	44	53	70	760
500-599	63	85	65	76	79	88	87	81	96	68	96	109	993
600-699	175	168	159	184	172	210	206	192	201	164	148	156	2135
700-799	162	107	118	152	150	177	165	135	149	120	153	128	1716
800-899	98	127	103	85	134	142	109	108	92	106	103	89	1296
900-999	149	118	150	129	139	171	167	134	162	181	225	116	1841
Story Col	8	7	5	29	30	16	19	10	10	2	12	12	160
Father Rd	36	47	33	35	25	35	19	14	28	30	35	30	367
Newspaper	279	320	43	364	374	396	218	31	177	227	111	117	2657
Large Print	4	5	6	4	4	5	5	2	4	6	6	8	59
Spanish	49	52	47	39	28	24	74	67	70	65	50	31	596
Paperback	1556	1589	1447	1425	1356	1589	1498	1198	1347	1368	1466	1424	17263
Staff Col	8	3	21	3	3	4	29	8	14	0	7	2	102
Desk AP	216	246	268	239	241	198	218	160	184	245	249	220	2684
Magazines	1041	1017	1304	1380	1244	1208	977	193	836	1152	1088	1124	12564
Textbooks	419	365	393	431	325	298	420	292	827	341	356	348	4815
Interlibrary	20	193	207	221	219	162	269	230	292	358	283	120	2574
Calculators	48	38	29	42	33	36	70	30	30	68	51	30	505
Totals	5615	5376	5659	5840	5591	5921	5553	3866	5634	5483	5514	5040	65092

HEALTH SERVICES

Health Services operates seven days per week. We are fully staffed with a fulltime physician who sees patients Monday through Friday. We have 6 full-time Nurse Clinicians. Our general hours of operation are Sunday night through Friday p.m. 24 hours per day. Saturday and Sunday hours are 10:00 a.m. to 6:00 p.m. A nurse is always on call when HSU is not staffed. During off-hours there is a physician on call for nursing staff to consult with as needed. We offer a wide array of services in Health Services, including urgent and emergent medical treatment, with ongoing monitoring and chronic condition monitoring. We have a dentist, dental assistant and dental hygienist that provide full dental services at the facility. We have an optometrist who provides services in the facility. A Physical Therapist sees patients weekly at the institution. X-ray services are provided weekly at the institution. A Psychiatrist provides services 2 days per week.

Total off-site visits for this reporting period was 226.

Total sick care for this reporting period was 47,183 inmates seen for medical conditions.

MENTAL HEALTH SERVICE

The Psychological Services Unit is staffed by a Psychology Supervisor, three full-time Psychologists, a Crisis Intervention Worker, and a Program Assistant. Psychologists are assigned to Housing Units where they provide an array of direct mental health services

as well as administrative and consultative services to correctional staff. The Crisis Intervention Worker provides crisis management services to inmates in segregation status and responds to crises throughout other areas of the institution as needed.

Direct Mental Health Services

- Short-term problem focused counseling for inmates identified as having significant mental health needs.
- Initial diagnostic assessment of inmates referred to HSU psychiatry for medication purposes.
- Psychological evaluation and counseling of inmates with psychological factors effecting their medical condition or compliance with recommended treatment.
- Psychological evaluation of inmate's competence to give informed consent to treatment.
- Psychometric Testing of inmates with special learning problems.
- Psychotherapy groups for stress management and cognitive behavioral management of depression.
- Crisis counseling for inmates with special adjustment, health, or family problems.
- Ongoing face-to-face contact with all inmates on clinical monitoring.
- Formal suicide risk assessments as indicated

Program Services

- Sex Offender Treatment Group¹
- Psychological evaluation of sex offender/domestic violence inmates as related to a request to add victim(s) to their approved visitor list.

Administrative Mental Health Services

- Mental examination of inmates who may be a danger to themselves or others.
- Mental examination of inmates placed in mechanical bed restraints.
- Authorization of placement and removal from clinical observation (suicide watch).
- Initial file screening of all new transfers to the institution.
- Initial face-to-face interview of all new transfers with a significant mental health disorder.
- Mental examination for housing restrictions.
- Assessment and referral of mentally inmates to special mental health programs including Wisconsin Resource Center (WRC), Mental Illness Chemical Abuse Treatment (MICA), and other special management units among DOC institutions.
- Debriefing of inmate with victim in attendance at parole board hearing.
- Psychological assessment of sex offenders in possession of visual materials that are contrary to their rehabilitation needs.

Classification and Movement

- Sex Offender Assessment Reports
- Psychological assessment of all inmates on psychotropic medications who are being considered for transfer to minimum custody

¹ This activity was started in 2004

- Mental Health Screening/assessment of all inmates recommended for transfer to Wisconsin Secure Program Facility (WSPF)

Service Provided	7/03	8/03	9/03	10/03	11/03	12/03	1/04	2/04	3/04	4/04	5/04	6/04	Totals
Segregation Rounds	148	67	76	152	83	102	18	111	73	84	67	275	1256
Brief Counseling Sessions	86	72	66	81	65	66	57	64	88	74	44	30	793
Group Therapy	39	10	8	7	8	3		7	76	56	41	5	260
Clinical Monitoring Reviews	24	24	24	11	14	26	19	26	14	12	4	4	202
Initial PSU evaluations	12	2	10	4	3	4	1	5	5	10	1	1	58
Consultations to Staff	7	3	9	7	4	7	2	2	4	1	4		50
Observation Status/Placement	13	3			4	1	2		13	5	1		42
Psychological Testing	3	2		2	6	4		2	10	2	1	1	33
Minimum Custody Evals	2		4	3	2	3							14
Visitor List Evaluations	6	1	3	1	1	1	1	2	3	3	3	1	26
Program Needs Assessments	6	1	2	2	1		5	2	8	8	2	1	38
WSPF Evaluations			1	6	1	1							10
Competency Evaluations			2	1		1		1		1	1		7
Crisis		2					1	2	2	1	1		9
Hepatitis C Treatment Eval	1												1
Suicide Risk Assessment	4		1	3	2								10
	351	188	211	275	194	219	106	224	296	257	170	318	2809

RECORDS

During fiscal year 2003-04 846 inmates arrived at Redgranite Correctional Institution.

CHAPEL

The Chapel has provided a full venue of programs in an effort to meet the spiritual needs of the RGCI inmate population. The Chapel utilizes over one hundred volunteers to provide both Christian and non-Christian Programs. These volunteers are coordinated and scheduled by one full-time Chaplain. The Chaplain also facilitated the provision of study groups, individual, pre-marital, marital and grief counseling as well as coordination of pastoral visits.

Some of the services/programs offered each week at the chapel include: Protestant Services, Catholic Mass, Wiccan Worship, Islamic Worship, Jehovah Witness Worship, Christian Worship, Native American Sweat Lodge (once per month) Baptist Services, Bible Study groups that represent, Baptist, Catholic, Mennonite, Muslim Jumah, Jehovah Witness, Native American Pipe & Drum, and Buddhist Meditation.

VISITING

Visiting is offered seven days per week, eight hours per day, with afternoon and evening hours Monday through Friday and morning and afternoon hours on weekends. During this fiscal year there were a total of 8,611 visits and 15,337 visitors.

BADGER STATE INDUSTRIES

Computer Shop 883 employs 34 inmates. We recycle computers, monitors, keyboards, printers and miscellaneous items. Computers are tested and if passed are cleaned and sent to Taycheedah Correctional Institution and are refurbished. Computers that don't pass are dismantled along with the monitors, keyboards and printers. In this last fiscal

year we have recycled two million, one hundred sixty three thousand, six hundred thirty two pounds (2,163,632) of salvage materials.

Wheelchair Shop 893 employs 8 inmate workers. We clean and repair wheelchairs for the Wheelchair Recycling Program based in Madison WI. After we clean and repair the donated wheelchairs, we send them to Madison, where they are distributed to people in need of a wheelchair, who do not have Medicare or other insurance or the monetary resources of purchasing one. In this fiscal year we have refurbished 492 wheelchairs.

ACRONYMS

RGCI	Redgranite Correctional Institution
ICE	Inmate Complaint Examiner
LTE	Limited Term Employee
AODA	Alcohol & Other Drug Abuse
S.M.A.R.T.	Self-Management and Recovery Training
R.Y.T.E.	Reaching Youth Through Education
KMCI	Kettle Moraine Correctional Institution
NLCI	New Lisbon Correctional Institution
WCA	Wisconsin Correctional Association
WCASA	Wisconsin Coalition Against Sexual Assault
HSED	High School Equivalency Degree
TABE	Test of Adult Basic Education
WTCS	Wisconsin Technical College System
CGIP	Cognitive Group Intervention Program
ABE	Adult Basic Education
SAM	Skills Assessment Modules
HSU	Health Service Unit
WRC	Wisconsin Resource Center
MICA	Mental Illness Chemical Abuse
DOC	Department of Corrections
WSPF	Wisconsin Secure Program Facility