

Racine Youthful Offender Correctional Facility

Annual Report

July 1, 2015 – June 30, 2016



DEPARTMENT OF CORRECTIONS MISSION STATEMENT

- Protect** the public, our staff and those in our charge
- Provide** opportunities for positive change and success
- Promote**, inform and educate others about our programs and successes
- Partner** and collaborate with community service providers and other criminal justice entities.



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A message from Warden Pamela Wallace

This annual report covers our fiscal year from July 1, 2015 through June 30, 2016.

The mission of the Department of Corrections is to protect the public, our staff and those in our charge; provide opportunities for positive change and success; promote, inform and educate others about our programs and successes; and partner and collaborate with community service providers and other criminal justice entities. At the Racine Youthful Offender Correctional Facility (RYOCF), our staff strives to carry out this mission daily by incorporating our adopted key core values:

- Professionalism
- Integrity
- Teamwork
- Proactive
- Accountability

RYOCF consists of many different departments and through a multi-disciplinary team approach we are all able to work collaboratively to carry out the Department's mission. Throughout this report you will see how each department incorporates our key core values to achieve the best service to the community and the inmates.

RYOCF continues to press forward with the Department's focus of equipping inmates for re-entry back into society. We achieve this by maintaining a safe and secure living and working environment, and delivering core programs based on inmate needs.

RYOCF staff are the key to our success and many have assisted in preparing this annual report. If you have any questions, would like further clarification on anything described in this report or would like to know anything else about our institution, please feel free to contact any staff or myself.

Thank you for taking the time to review this report and getting to know us!

Warden Pamela J Wallace 

Community Relations Board

In 2015, the Department of Corrections consolidated institutions and centers in the Racine area into one Community Relations Board. In April, the first meeting for the new Racine Area Community Relations Board convened. This board covers the communities surrounding:

Racine Correctional Institution/Sturtevant Transitional Facility
Racine Youthful Offender Correctional Facility
Robert E. Ellsworth Correctional Center
Kenosha Correctional Center

Community stakeholders, Division of Community Corrections, Division of Juvenile Corrections and community members within these communities will continue to be invited/represented and their attendance is encouraged. Future meeting notices/postings will be sent outlining the date, time and location of upcoming meeting(s) and a meeting agenda. This community relations board functions as a positive link between the facilities and the County of Racine community. Our institution continues to work well with the board and we continue to be extremely appreciative of their time, energies and ideas they invest in our mutual concerns. Our continued involvement with the community assists both the community and the Department of Corrections. We look forward to its continuation and productivity in the years to come.

RYOCF Fast Facts Profile

Institution Information:

The Racine Youthful Offender Correctional Facility (RYOCF) opened its doors to offenders on May 11, 1998. It is the first correctional facility within the State of Wisconsin to be located directly within the urban area of a major city, as well as the first within the state specifically for a particular age group within medium security. Our population consists of 450 offenders, ages 15 through 24, who have been sentenced to the Wisconsin Department of Corrections through adult courts. An offender must be paroled, released or transferred to another adult facility prior to his 25th birthday.

Date Opened:	May 11, 1998	Type of Offender:	Felony	Housing Units:	3
Original Cost:	\$25,275,000	Security Level:	Medium	Housing Unit Cells:	Approx. 120 Cells /Unit
FY 16 Operating Budget:	\$16,695,518	Age Limit:	24	Restrictive Housing Unit:	57 Beds
Site Acreage:	10.5 Acres	Average Inmate Age:	20.84		
Interior Acreage:	6.5 Acres	Canteen Gross Sales:	\$244,849	Officers/Sergeants:	123
Exterior Façade:	A 25 foot wall surrounds the interior with one interior observation platform	Canteen Netted Commissions:	\$29,498	Supervisors & Non-Uniform Staff:	60
		Operating Capacity:	450	Inmate to Staff Ratio:	2.46 inmates for every staff member
Year of Last Major Renovation:	2012	Current Inmate Population:	450		

RYOCF COLLECTED THE FOLLOWING COURT ORDERED OBLIGATIONS DURING FY16:

<i>Child Support:</i> \$1,599.25	<i>Medical Co-Pay:</i> \$4,612.50	<i>Restitution:</i> \$25,074.81	<i>Victim/Witness:</i> \$24,550.99	<i>DNA:</i> \$19,972.17
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Mailing Address

1501 Albert Street
PO Box 2200
Racine, WI 53404

Inmate Mailing Address (Correspondence Only)

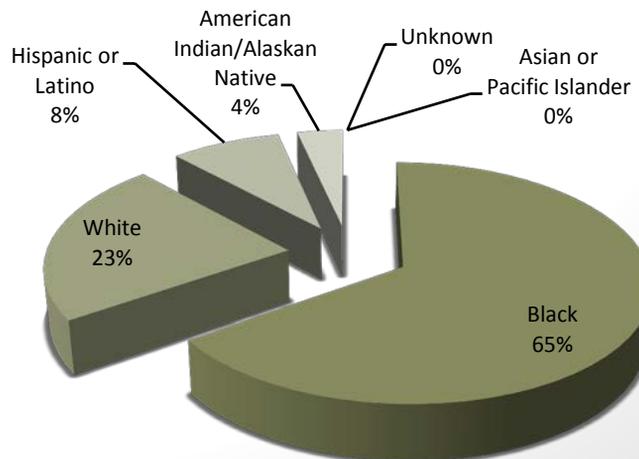
Offender Name & DOC #
PO Box 2500
Racine, WI 53404-0002

Cashier Checks/Money Orders Address

Offender Name & DOC #
Housing Unit & Cell #
PO Box 44398
Racine, WI 53404-7007

Phone: (262) 638-1999
Fax: (262) 638-1777

Inmate Race Statistics:



RYOCF's Accomplishments

- August 2015: RYOCF staff donated school supply items that were brought to Racine Unified School District (RUSD). RUSD staff were very happy with the donated supplies that were used to assist many children in the school district and ensure a great start for the school year.
- September 2015: Our Health & Safety Committee held a Health and Safety Fair for staff that included vendors on-site providing education and information on living a healthier life as well as promoting safety awareness.
- September 2015, December 2015, February 2016, May 2016: RYOCF Staff participated in four successful blood drives hosted by the Blood Center of Wisconsin. 88 total units were donated which help up to 264 people.
- February 2016: RYOCF held a bowling event and bake sale to assist the Bartels Family who tragically lost their daughters in a house fire. As a result of our staff's hard work and great support, we were able to donate \$2,855 to the Bartels Family.
- May 2016: Correctional Employee Week was celebrated with all staff invited to participate in a Years of Service & Ted Duchac Leadership Award Ceremony, Potluck Picnic, Ice Cream Social, Donut and Juice Day and the Inter-Institution Softball Tournaments. RYOCF raised \$200 at the Inter-Institution Softball tournament. Proceeds were donated to the American Cancer Society .

RYOCF Initiative Coordinators

American with Disabilities Act (ADA) Coordinator

Brenda LaBelle, Institution Complaint Examiner (262) 638-2907

Correctional Offender Management Profiling for Alternative Sanctions (COMPAS) Coordinator

Wallace Brandies, Corrections Unit Supervisor (262) 638-2947

Limited English Proficiency (LEP) Coordinator

Brenda LaBelle, Institution Complaint Examiner (262) 638-2907

Prison Rape Elimination Act (PREA) Coordinator

Jason Wells, Security Director (262) 638-2903

Volunteer Coordinator

Marianne Jarmuz, Education Director (262) 638-2935

Re-Classification

Re-Classification is under the direction of the Division of Adult Institutions (DAI), Bureau of Offender Classification and Movement (BOCM). The Re-Classification office at RYOCF employs one Offender Classification Specialist (OCS) and one FTE Operations Program Associate (OPA). These staff members also have BOCM coverage responsibility at both Robert E. Ellsworth Correctional Center (REECC) and Milwaukee Women's Correctional Center (MWCC).

Under the supervision of Bureau of Offender Classification and Movement/Southeast Sector Chief, the Offender Classification Specialist monitors, coordinates and implements the Offender Re-Classification Review processes in accordance with Wisconsin Department of Corrections (DOC) 302 Administrative Codes.

The Offender Classification Specialist chairs and administers Re-Classification Reviews conducted by a multi-disciplinary committee comprised of institution personnel. The committee considers each inmate on an individual basis and establishes or adjusts correctional service plans and drafts objective review results.

Numbers and Types of RYOCF Reviews Conducted

SCHEDULED REVIEWS

302

WAIVED REVIEWS

67

EARLY REVIEWS

46

RYOCF Inmate Complaints, Conduct Reports & Appeals

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

Staff directs inmates to follow chain-of-command in an effort to further expedite this process.

Complaint Dispositions	Number of Complaints	Percentage
Affirmed	3	1.2%
Dismissed	39	47.6%
Informally Resolved	0	0
Rejected	42	51.2%
Withdrawn	0	0

CONDUCT REPORTS Majors: 711 Minors: 2,463

Appeals:

Affirmed	17
Modified	0
Reversed	5
Returned to Committee	1
Other (Denied/Not Processed/Blank)	5

RYOCF Program Facts Profile

Institution Program Completions FY16



AVAILABLE JOB OPPORTUNITIES

Institution Custodial Services	44
Tutors – Education	58
Gardeners	8
Laundry	6
Food Service	28
Skilled	8
Other	16

DRUG, TREATMENT AND OTHER PROGRAMS

PARTICIPATION/COMPLETIONS

Cognitive Programming (T4C)	41 Participants/19 Completions
Domestic Violence Program	14 Participants, New Group Format
Pre-Release Programming	Ongoing
Sex Offender Treatment	16 Participants/1 Completion
AODA	48 Participants/22 Completions
Anger Management	15 Participants/9 Completions
Mental Health Contacts	1,786 individual monitoring contacts w/inmates

Treatment Programs

ANGER MANAGEMENT PROGRAM - RYOFC's Anger Management Program uses evidence based Aggression Replacement Therapy curriculum and consists of 12 sessions facilitated twice a week for six weeks. This program challenges the inmate's beliefs and thinking patterns, including the physical symptoms of anger, rational and emotional problem solving skills, decision making, conflict resolution, effective listening\communication skills and understanding instrumental and hostile aggression.

AODA: THE OPPORTUNITY PROGRAM - The Opportunity Program is a 16-week five days per week residential therapeutic multi-disciplinary program. The program is designed to address drug and alcohol involvement, criminal errors in thinking, and self-awareness utilizing the "New Freedom" curriculum. It covers multiple topics such as feelings, anger, cognitive thinking, coping skills and self-discovery.

THINKING FOR A CHANGE - Thinking for a Change (T4C) is a cognitive based program designed to assist inmates with identifying and restructuring thought processes that tend to lead to poor outcomes for themselves or others. This program teaches inmates specific skills to assist them in identifying, controlling and changing the personal thinking patterns and underlying beliefs that support their criminal behaviors. In addition to cognitive restructuring, inmates are taught a number of social skills and problem solving steps. The program meets twice a week.

DOMESTIC VIOLENCE COUNSELING (FORMERLY DOMESTIC VIOLENCE THERAPY) – Domestic Violence Therapy has been converted to what is now Domestic Violence Counseling (DVC). The conversion reflects a change in format to closely follow that of T4C (cognitive based learning) which provides the opportunity to open up facilitation of the program by Social Workers and Correctional Officers after training. This group is 24 weeks in duration and meets twice a week. The program focuses on relationships, communication and breaking down stereotypes that feed into aggressive behavior towards women.

CAREY GUIDES AND BITS - RYOFC has been using the Carey Guide & BITS since 2013. All Security, Social Workers, Psychology staff and Educators have been trained in the use of Carey Guides and/or BITS. BITS can be used as an intervention prior, or in addition, to a conduct report as well as during hearings if one was not completed.

SEX OFFENDER TREATMENT - Throughout this fiscal year, PSU has facilitated one Sex Offender Treatment (SOT-2) group. This group attempts to explore the cognitive distortions that lead to offending behavior, as well as the development of a relapse prevention plan. The average length of time in this program is 12 to 18 months.

DIALECTICAL BEHAVIOR THERAPY (DBT) - DBT is an evidence based treatment program aimed at treating the high risk behaviors evident in our mental health population. Impulsivity is characteristic of a youthful population and DBT aims to target the violent behaviors toward self and others which result from impulsivity. The program also aims to improve the ability of youthful offenders to tolerate stress, regulate their emotions and meet their needs in effective, non-victimizing ways. Most recently, DBT providers have extended programming to the Restrictive Housing unit in order to meet the needs of the institution in providing services to high risk offenders whose status often precludes them from attending DBT in the general population.

RESTRICTIVE HOUSING IN CELL PROGRAMMING - Inmates request topics or are assigned topics from the primary PSU or Social Worker. Spaces fill fast so those residing in Restrictive Housing (RH) who have specific mental health needs are given first priority to attend groups. *Carey Guides & BITS/Life Skill Group* is facilitated by the Treatment Specialist and participants attend group for five consecutive days. Specific emphasis is placed on making positive decisions that will give inmates the confidence and skills to avoid negative behaviors/choices. *Managing Anger Group* is facilitated by the Treatment Specialist and participants attend group for five consecutive days. Specific emphasis is placed on regulating anger and impulses. *Education Service* is facilitated by the Education staff in each of the RH units weekly. *Family Support Group* is facilitated by the Chaplain in each of the RH units weekly. *Coping Skills* is facilitated by PSU in each of the RH units one hour per week.

Education Programs

The Education Department focused on updating and improving technology and programming opportunities during this fiscal year. Smart Boards continue to be integrated throughout various classrooms within the department which has greatly increased student interaction and participation in the classroom. Another initiative the Education Department has focused on is improving reading skills. RYOFC had the opportunity to utilize the Reading Fast Forward program.

RYOFC has successfully transitioned into the nationwide computer-based GED testing procedure. The education staff have been focused on teaching the Common Core State Standards and other college readiness standards which directly correlate with the new testing competencies.

RYOFC has three graduations per year with approximately 70 students from the below mentioned programs participating in each of the graduation ceremonies.

ADULT BASIC EDUCATION/HSED/GED

Inmates who do not possess a High School Diploma or HSED, are encouraged to participate in Adult Basic Education (ABE) to increase literacy and math skills with the ultimate goal of achieving their HSED. Inmates under the age of 18 are required to participate in full-time education.

SPECIAL EDUCATION

RYOFC complies with the requirements of the Federal and State Individuals with Disabilities Education Act (IDEA). Approximately 33 1/3 percent of inmates in school have the designation of SPED, meaning they have a special educational need. During the 2015-2016 fiscal year, RYOFC's total SPED enrollment was 162 SPED students.

TITLE I

Title I provides programs and funding for schools with a high percentage of students under the age of 21 who have low math and/or reading TABE scores, and who meet certain academic criteria. Title I enrollment at RYOFC for 2015-2016 was over 300 students. We focus mainly on reading, writing, math and support for other disciplines. We have a dedicated Title I classroom which is now fully computer enhanced.

CBE HSED PROGRAM

Competency Based Education (CBE) Program is a High School Equivalency Diploma program designed by Wisconsin Department of Public Instruction. The four GED subject areas of Math, Science, Social Studies and Reading Language Arts are the main components of the CBE Program. This program is designed specifically for students who demonstrate strong learning skills but cannot translate or apply those skills to GED testing.

CAREER TECHNICAL EDUCATION (CTE)

RYOFC is in a relationship with Gateway Technical College (GTC) to provide college credit for our vocational courses: College Success, Entrepreneurship I, II, & III, College Math; and certifications in IT Basic Computer Support, Masonry, Green Custodial, and C-TECH basic and advanced programs. Students completing vocational courses and programs will receive credits and a certificate from the Wisconsin Technical College System (WTCS).

ADDITIONAL RESOURCES

Economics Wisconsin Stock Market Simulation Teams sponsored by Educator's Credit Union

Re-Entry Pre-Release Curriculum

Personal Enrichment Programs - Conflict Resolution

Technical and Career Resource Center - Employment related activities and classes

General Library/Law library

Diversity Circles - Instructor certified via UW-Parkside

Restorative Justice Activities

Tutors certified through ProLiteracy America (PLA)/Wisconsin Institutions Literacy Council (WILC)

CHAPEL ACTIVITIES

The Chapel provides a variety of religious programs and worship services, many of which are facilitated by many of our community partners and volunteers. The primary umbrella religious groups serviced are Catholic, Muslim, Native American, Pagan and Protestant. Other opportunities include Bible studies, Drumming Ceremony, Sweet Lodge, Juma and Prison Fellowship.

Employee Services

COMMUNICATION & COLLABORATION COMMITTEE

This committee provides an effective method of communication for staff within the agency to increase efficiency, improve operations, address safety and security concerns and determine the best practices for facility operations. RYOCF is committed to ensuring open communication is ongoing at all levels of the organization. Town Hall meetings, where all employees are encouraged to attend and participate, is one example of how this is accomplished. Open communication is imperative to foster strong relationships and maintain a positive and constructive work environment for all RYOCF staff.

CRITICAL INCIDENT STRESS DEBRIEFING (CISD) & EMPLOYEE ASSISTANCE PROGRAM (EAP)

The Critical Incident Stress Debriefing (CISD) and Employee Assistance Program (EAP) programs are operating smoothly and routinely. An Employee Services Local Committee governs these two entities and is comprised of both labor and management. The goal of this committee is to focus on employee wellness as a whole. CISD and EAP are two branches of the Employee Services Committee.

The DOC currently uses Life Matters EAP, which offers 24 hour confidential counseling to callers (employees or family members) as well as provides liaison service to a variety of EAP services in the community. Employees can rest assured their confidentiality will be maintained through the Life Matters program.

Critical Incident Stress Debriefing (CISD) is a Department of Corrections supported program designed to assist staff who have experienced psychological trauma as a result of work related incidents. The program centers on the role of the Peer Supporters, who are trained staff who provide education and emotional support to an employee who may have been subjected to a traumatic incident in the line of duty. Employee Assistance Program (EAP) referrals may also aid in the wellness of our staff given the demands of our stressful environment. Employee wellness remains a very important goal at RYOCF.

HEALTH & SAFETY COMMITTEE

The Health and Safety Committee at RYOCF is actively engaged in providing a safe and healthy environment for all employees, offenders and visitors through training, education, communication and awareness.

Committee members are a diverse group of staff committed to maintaining an active role in advising and making recommendations regarding health and safety issues raised throughout RYOCF as well as work to identify and facilitate corrective actions regarding safety concerns and hazards with input from all.

REACT COMMITTEE

REACT is a subcommittee under RYOCF's Employee Services Committee and focuses on workplace wellness and community partnership

The main objectives of the REACT committee are to enhance workplace communication, focus on positives and reduce negatives in the workplace, promote the RYOCF Mission and MYKEY Core Values: professionalism, integrity, teamwork, proactive and accountability and be a good community partner.

The REACT committee reaches out to staff with events including Correctional Employee Appreciation Week (featuring the Ted Duchac Leadership Award, years of service awards, staff appreciation certificates), Veterans Week and Holiday potlucks, various fundraisers, a bowling event and a bake sale with profits going to the Bartel Family who tragically lost their daughters in a house fire.

Community outreaches have included donating school supplies to Racine Unified School District, donating 5 gallon buckets and money for planting supplies to the Homeless Assistance Leadership Organization (HALO) for their container gardens, monetary donations to the American Cancer Society and donating over 60 Christmas gifts to Careers Industries and Society Assists who both help individuals with disabilities as well as to Home Instead Senior Care.

This year we were also honored to receive the Secretary of Defense Employer Support Freedom Award, the highest recognition given by the U.S. Government to employers for their outstanding support of employees serving in the Guard and Reserve.

The REACT committee continues to work at making RYOCF the best place to work.



Management Services

Management Services provides support services for all areas within the institution. Management Services is comprised of Business Administration, Business Office, Buildings & Grounds, Food Service and Information Technology services.

Business Administration manages the operating budget and allocation of resources for institution operations.

BUSINESS OFFICE

The Business Office provides all of the accounting and procurement functions for the institution. This includes processing of all inmate payroll, inmate obligations, accounts payables and receivables. The Business Office is also responsible for the Canteen and Warehouse operations.

RYOCF contracts canteen services with Keefe. Canteen had gross sales of \$244,849 netting \$29,498 in commissions. Canteen funds were used for a variety of inmate supplies and services: microwaves, religious services and supplies, recreational equipment and repair, barbering equipment and supplies, inmate television system repair and property bins and locks.

The Business Office consists of a Financial Specialist, Financial Specialist Senior, Financial Specialist Advanced and an Inventory Control Coordinator, managed by the Financial Program Supervisor.

FY16 Operating Expenses	
Permanent Salary	\$9,693,707
Fringe Benefits	\$4,978,551
Supplies & Services	\$290,539
Variable Non-Food	\$133,083
Food	\$1,164,349
Capital	\$0
Fuel & Utilities	\$335,260
Maintenance	\$100,029

FOOD SERVICE

RYOCF has a unique de-centralized meal program in which meals, including medical and religious diets, are prepared on-site in our Food Service area by a contracted vendor and transported to the housing units where meals are served by RYOCF inmates. RYOCF employs two Correctional Food Service Leaders who, in collaboration with security staff, oversee the transport and serving of meals, sanitation of the Food Service and housing unit serveries and training of RYOCF staff and inmates for compliance with department and state guidelines.

The DOC Consolidated Menu continues to be used for a continued effort to provide cost effective and nutritious meals to the RYOCF population. Approximately 535,474 meals have been served this year at a contracted per meal cost of \$2.17.

Our contracted vendor is Kenosha Achievement Center (KAC), a work center that employs developmentally disabled adults. KAC's mission is to "create opportunities for the personal growth and success of persons with special needs by providing quality service and products in the community". This is KAC's fifteenth year of providing meals on-site. KAC employs one manager, one assistant manager, three cooks and 14 client workers.

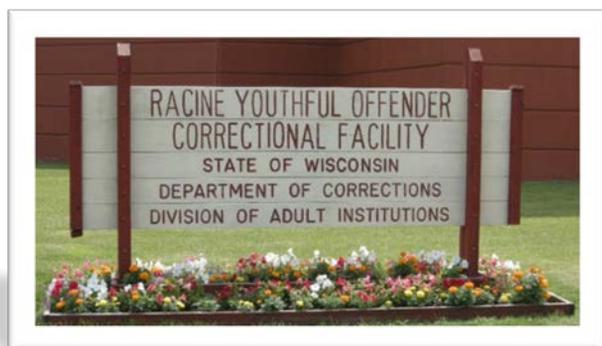
BUILDINGS & GROUNDS

RYOCF B&G continues to be energy conscious whenever possible. Green is the word at RYOCF. Every new installation or repair request is scanned for possible Green applications. Many Green products continue to be installed as needed. Reduced spending on utilities and supplies is our top priority.

Throughout the year, service orders have been processed in order to maintain our eighteen year old 'design build' property. This type of construction is high maintenance and costly for upkeep and repair. Inmate work is utilized on a limited basis because of the age group of our inmates (15-24) and their academic needs as well as inexperience in the trades area. This requires the work to be completed by the B&G staff or outsourced to local companies.

Some of the major accomplishments for the B&G department in FY16 were:

- ❖ Sealcoating and crack filling of asphalt
- ❖ Repainting housing unit cells
- ❖ Replacement of UPS systems
- ❖ 1,489 service orders completed
- ❖ Seven HVAC repairs
- ❖ Four Refrigerator repairs
- ❖ Inmate shower stall remodeling
- ❖ Restrictive Housing officer station remodeling
- ❖ Restrictive Housing painting
- ❖ Replacement of hand held radio system
- ❖ Repaint of exterior walls
- ❖ 9 camera replacements
- ❖ Sound abatement installations



Health Services Unit



The Health Services Unit (HSU) provides professional medical, dental, psychiatric and nursing services to offenders at RYOFC.

Effective health care delivery is completed through a team approach of varying professional disciplines, along with a highly collaborative effort with various other facility staff. Collaboration with community partners (health care providers and facilities) is also a critical component to ensuring the health and safety of the facility.

Health care staff at RYOFC focus a lot of energy on educating offenders and staff on preventative measures to maintain their optimal health within the institution and while they are in their surrounding communities. A holistic approach to patient care allows for the thorough evaluation and treatment of the patient as a whole, unique individual.

Health care delivery includes routine patient requests for health care (sick call), urgent, emergent, chronic disease management and preventative care services. Health care staff also provide urgent/emergent care to staff and visitors as necessary in collaboration with off-site community providers.

RYOCF registered nursing staff provide 24/7, 365 day/year timely access to health care at the facility. When nursing staff are not onsite, on-call services are covered by the registered nurses through a rotating schedule. A Medical Doctor is always available for registered nursing staff to consult with whenever the unit physician is not on-site.

The Health Services Unit has continued to thrive and provide preventative and required medical services to our youthful population in the past fiscal year. The HSU has gone through another transition with the hiring of a new Health Services Manager who previously functioned as a Nurse Clinician 2 at RYOFC prior to accepting the position. Our physician, psychiatrist, dental and ancillary staff have remained unchanged. The Health Services Unit remains focused on providing high quality health care and up to date practices so our population may thrive as they transition towards a successful re-entry back into the community. The HSU team continues to provide effective health care delivery consistent with professional standards by working together. A strong emphasis remains on effective teamwork and a focus on patient care.

The HSU team looks forward to another great year of providing excellent health care delivery to optimize the health of those within the institution.

Total number of HSU encounters during FY16: 9,661

Psychological Services

RYOCF PSU staff is creative and compassionate in the performance of their job duties. Their mission is team oriented working relationships within our multi-disciplinary focused institution. They can be counted on to come up with innovative methods to interact with and treat the challenging youth population. The monitoring of RYOFC offenders is unique to this institution in terms of intensity and frequency and the PSU staff does an outstanding job meeting the demands a youthful offender population places upon them. PSU staff are also an excellent resource for institution staff.

RYOCF PSU staff focus on various aspects of correctional psychology including Crisis Intervention, Mental Health Assessment and Monitoring, Group and Individual Therapy as well as conduct rounds in both the General Population and Restrictive Housing Units. RYOFC staff also value the development of future practitioners and our institution is a training site for psychology students.

The PSU staff also participate on various committees both within the institution as well as at the division level.

DIRECT SERVICES TO OFFENDERS

Individual Mental Health Monitoring Contacts	1,786
Other Individual Contacts with Inmates	223
Individual Therapy Contacts	1,147
Group Contacts with Inmates	1,581
Crisis Intervention Contacts	263
Clinical Observation Placements	81
Clinical Observation Follow-up Contacts	229
Restraint Placement Assessments	1
WRC Placements	7
WSPF Referrals	5
Restrictive Housing Rounds by PSU	9,356 contacts
Supervision of Staff including Students	117 hours



Given the uniqueness of our population and the variety of functions we provide, the PSU is a fast-paced, high profile unit within RYOFC. We are comprised of a highly competent and skilled staff that possess a very innovative approach to treatment with a youthful offender population.

Security Department

The Security Department is overseen by the Security Director. There are a total of twelve Security Supervisors who oversee 92 Correctional Officers and 33 Correctional Sergeants. The Security Department works collaboratively with all departments at RYOFC. Security Supervisors serve as liaisons to all areas of the institution to ensure sound security practices and overall safety of the public, staff and inmates. The Security Department utilizes evidence based practices and a multi-disciplinary approach for the efficient and effective management of RYOFC's unique and challenging inmate population.

RYOFC utilizes dedicated training days at least once, sometimes twice a month along with on-shift training to complete mandatory training updates both scenario based and online training. RYOFC trains select staff from the security ranks to maintain an Emergency Response Unit to respond in the event of a disturbance. This unit consist of tactical and intelligence groups. RYOFC completes the mandated comprehensive exercise plan by utilizing the Homeland Security Exercise and Evaluation Program to complete workshops and drills as well as tabletop, functional and full scale exercises. This year the focus was on Active Shooter Response.

RYOFC's physical plant consists of two general population housing units and a 27 bed Restrictive Status Housing Unit. RYOFC utilizes a system of unit management to maintain security. Each housing unit team consists of Correctional Officers, Correctional Sergeants, Social Workers, Psychologists, a Security Liaison and the Corrections Unit Supervisor (Unit Manager) who is ultimately responsible to the Warden for overall unit operations. The Restrictive Status Housing Unit is overseen by the Programs Captain who reports to the Security Director.

Unit Management

NORTH UNIT

The North Unit Manager oversees the security staff, treatment staff and inmates on the unit. The North Unit Manager is responsible to the Warden for the safety, security, sanitation of the unit and effective delivery of its treatment mission. Correctional Staff maintain the safety and security of the unit.

The North Housing unit provides treatment programming, individualized treatment, educational programming and structure in a medium general population setting. The North Housing unit also houses new inmate intakes on North Lake A quad.

The North Housing Unit maximum inmate population is 240. The unit is separated into two wings, Lake & Memorial. Each wing has two floors (Upper & Lower) which are divided into two quads. North Memorial A Quad is where we house inmates who are under the age of 18.

The North Housing Unit goal is to manage inmates from a multi-disciplinary approach. Unit Manager, security staff, social workers, psychologists, teachers and all other non-security staff all combine efforts to ensure each inmate has the opportunity to gain and utilize the necessary skills for successful community re-entry and independence.

The North Housing Unit is allocated with two psychologist and four social worker positions. The treatment staff render individual treatment as well as group setting treatment programs. Treatment programs provided on the North Housing Unit are: Sex Offender Treatment, Domestic Violence and Thinking For A Change. In addition, the unit is allocated with an Office Operations Associate who provides clerical support for both North and South Unit.

SOUTH UNIT

The South Unit Manager oversees the Security staff assigned to the unit, two general population Social Workers, one AODA Social Worker, one Contractual AODA staff and a Treatment Specialist. The South Unit has beds for general population inmates, AODA residential treatment beds and also serves as an extension of the Restricted Housing Unit. The total max number of beds available on South Unit is 240 with 30 beds dedicated to Restricted Housing.

The South Unit Manager oversees the South Unit operations and programming in the institution except for those under the Psychological Services Unit (PSU) umbrella. In addition to the Social Workers and Treatment Specialist the South Unit has one Psychologist on the unit. The program staff renders individual sessions in their offices as well as each facilitating treatment groups.

The AODA Residential Treatment program is held in the unit's Lake Side group rooms. All the AODA program participants are housed in the same quad of the unit creating a treatment/recovery environment. Programs facilitated on South Unit are: Anger Management, AODA, Sex Offender Treatment and T4C. Inmates are also afforded the opportunity to attend classes or secure unit positions such as custodial services or servery detail.

The cohesion between non-uniformed and uniformed staff plays a strong role in programming. Correctional Officers and Sergeants play an active role in the programming that takes place on the unit and at times are even facilitators themselves. To aid in the teamwork and professional philosophies, the Unit Manager holds team meetings for unit staff from each discipline to attend in order to provide a forum where staff can discuss issues relative to unit operations and/or programming and be consistent with unit activities.

Human Resources

PURPOSE

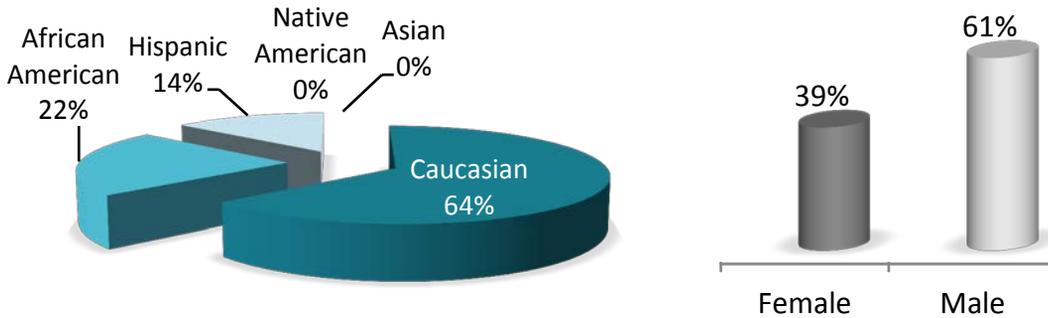
The RYOFC Human Resource department provides a wide array of human resource services to employees. The department is staffed by a Human Resources Director, Human Resources Assistant and Payroll & Benefits Specialist. We are also active on institution committees that improve the health, safety and wellness of RYOFC employees.

RECRUITMENT

RYOCF operated under tight fiscal restraints for recruitment efforts. We lost one Teacher and one Sergeant from our staffing pattern but were excited to add a Deputy Warden position. RYOFC is now allocated 205 positions with position vacancies varying throughout the year. A snapshot on June 30, 2016 revealed 183 positions filled by permanent employees and 22 vacancies: 14 security positions and 8 non-security positions.

DIVERSITY

Of the 183 positions filled as of June 30, 2016, the diversity of RYOFC's work force is illustrated below:



WORKER'S COMPENSATION

There were 52 total accidents reported:

- Security Staff reported 43 injuries, of which 27 were from inmate causes. No illnesses reported.
- Non-Security staff sustained 9 injuries and no illnesses reported.
- There were 19 Lost Time/Medical claims and 3 Hazardous Duty claims from the injuries reported.

Acronyms

ABE – Adult Basic Education	DBT – Dialectical Behavior Therapy	IT – Information Technology	RUSD – Racine Unified School District
ADA – American Disabilities Act	DOC – Department of Corrections	KAC – Kenosha Achievement Center	RYOCF – Racine Youthful Offender Correctional Facility
AODA – Alcohol & Other Drug Addiction	DVC – Domestic Violence Counseling	LEP – Limited English Proficiency	SPED – Special Education
B&G – Buildings & Grounds	EAP – Employee Assistance Program	MWCC – Milwaukee Women's Correctional Center	T4C – Thinking for a Change
BITS – Brief Intervention Tools	GED – General Education Development	OCS – Offender Classification Specialist	TABE – Test of Adult Basic Education
BOCM – Bureau of Offender Classification and Movement	GTC – Gateway Technical College	OPA – Operations Program Associate	UPS – Uninterruptible Power Supply
CBE – Competency Based Education	HALO – Homeless Assistance Leadership Organization	PLA – ProLiteracy America	WILC – Wisconsin Institutions Literacy Council
CISD – Critical Incident Stress Debriefing	HSED – High School Equivalency Diploma	PREA – Prison Rape Elimination Act	WTCS – Wisconsin Technical College System
COMPAS – Correctional Offender Management Profiling for Alternative Sanctions	HSU – Health Services Unit	PSU – Psychological Services Unit	
CTE – Career Technical Education	HVAC – Heating, Ventilation, Air Conditioning	REECC – Robert E. Ellsworth Correctional Center	
DAI – Division of Adult Institutions	IDEA – Individuals with Disabilities Education Act	RH – Restrictive Housing	