

**Chippewa Valley Correctional Treatment Facility
Community Relations Board Meeting
November 16, 2017 AT 6:00 P.M.**

Minutes

Attendees: Rhonda Brown, Julie Campbell, Patty DeRouin, Greg Hoffman, Deb Husby, Theresa Misfeldt, Claire Nelson, Jeff Pugh, Bob Selzler, and Tom Thornton

1. Meeting called to order – 6:05 p.m.

2. Employee Positions

CVCTF currently has a number of staff vacancies. Some are due to staff retiring or leaving for other employment opportunities. CVCTF is fortunate to have a low number of uniform staff vacancies and many of those are filled through transfers from other institutions. The treatment provider positions have taken longer to fill due to the requirement to have an Alcohol and Other Drug Abuse (AODA) certification. It is also worth noting that CVCTF will be hiring two new treatment specialist positions that were added in the last budget to expand the Earned Release Program (ERP).

Vacant/anticipated vacancies

- 1 Social Worker Vacancy, transferred to Food Service Leader 2 (50%) position to finish internship for Master's Degree
- Treatment Specialist 1 Vacancy, transferred into Social Worker position
- Electronics Technician-Security-Senior Vacancy, left state service
- Financial Specialist Vacancy, left state service
- Correctional Sergeant Vacancy, transferring to Department of Revenue
- Treatment Specialist 1 Vacancy, new position as a result of 2017 Act 59 (DIN 8203 – Expansion of Earned Release Program)
- Treatment Specialist 2 Vacancy, new position as a result of 2017 Act 59 (DIN 8203 – Expansion of Earned Release Program)

Various Updates

- 1 Correctional Sergeant transferred from Stanley Correctional Institution (SCI)
- 1 Correctional Sergeant transferred from Flambeau Correctional Center
- 2 Correctional Officers transferred from Jackson Correctional Institution (JCI)
- 6 Correctional Officers transferred from SCI
- 1 Correctional Sergeant promoted from Correctional Officer at CVCTF
- Hired Supervising Officer 1 (Lieutenant), promoted from Lincoln Hills
- Hired 2 new Social Workers (AODA), new to state service

In 2015, CVCTF converted treatment beds from the AODA Residential program to the Earned Release Program. In conjunction with this change, the substance abuse counselor positions were converted to treatment specialist positions. Both positions require AODA credentials, which can be obtained through technical college programs.

3. Building & Grounds Information

- Elevator Project - The front elevators are complete. There were some complications during the inspection process, but they passed. Now, work has begun on the two back elevators to combine them into one service elevator.
- A food service storage room close to the kitchen was remodeled to relocate the food service administrator's office. That process is now complete.
- The dish machine installation is in the process of being completed. The new dish machine is more energy efficient and uses 80% less water than the old one. A water softener was added to reduce

the need for de-liming chemicals. After the old dish machine was removed, the tile underneath was replaced prior to installing the new machine.

- New outdoor recreation equipment has been installed since the last meeting. The equipment includes steppers, elliptical machines and bicycles. The equipment has been purchased using funds from the proceeds of inmate canteen purchases. One of the units is ADA (Americans with Disabilities Act) compliant and wheelchair accessible.
- The institution continues to have a garden. In addition to providing fresh produce for meals, it has other benefits that may not be as obvious.
 - Different inmates are involved with different stages of work for the garden, so many inmates are involved. Inmates in program start the seeds, inmates working in maintenance tend the garden, and inmates working in the kitchen prepare the meals.
 - Tending the garden gives some inmates productive work to do while they are incarcerated and gives the inmates working there skills they can use once they are released, for potential jobs, or for their personal fulfillment.
 - Cleaning and preparing the meals provides productive job skills for inmates interested in food service after release.
 - Garden vegetables taste better and have more nutrients than processed vegetables.
 - Many inmates tell our staff they appreciate the fresh vegetables in their meals.
 - This year we were able to donate 160 pounds to the Northern Wisconsin Center and 215 pounds to the Veteran's Assistance Center.

Final Garden Yield - 2017

	2015	2016	2017*
Broccoli	27	138	161
Brussel Sprouts	38		
Cabbage	396	855	1,594
Carrots	35		75
Cauliflower	160	242	119
Cucumbers	376	675	2,594
Green Peppers	219	728	430
Herbs	20	29	8
Onion	147	56	64
Radishes	104	63	333
Squash	835	2,960	3,216
Tomatoes	389	1,189	3,788
Zucchini	1,640	1,094	1,435
Total	4,386	8,029	13,817

*Garden size increased from approximately .25 acres to .467 acres.

Approximate food cost savings	\$ 9555.00
Cost of plants, seeds, and supplies	\$ 900.00
Approximate net savings	\$ 8655.00

4. Health Services Unit

- The Bureau of Health Services continues the process of developing and implementing an Electronic Medical Record (EMR) for the entire correctional system. They have contracted with Cerner and have a project director driving this process. CVCTF was not selected as one of the pilot sites, but the Central Pharmacy is going to be using EMR for medications, so some of our staff will be trained on how to navigate the new system.
- Health Services held its annual flu shot clinic. Just fewer than 200 inmates signed up.

5. Records Department

- AODA Earned Release Program releases – Earned Release Program (ERP) is provided pursuant to Wisconsin State Statutes, Sec. 302.05 which is referred to as the Wisconsin Substance Abuse Program. The sentencing court is notified when an inmate completes ERP, at which time the sentence is modified to allow release on extended supervision.
 - July 2017 ~ 71 released
 - August 2017 ~ 47 released
 - September 2017 ~ 56 released
 - October 2017 ~ 38 released
- From July 1, 2017 to October 31, 2017, CVCTF released 212 inmates. The total ERP bed days saved was 83,138 days. Bed days are saved by calculating the number of days that are converted from incarceration time to extended supervision.

6. Treatment Program

- We currently have 502 inmates.
- We currently have 25 ERP groups serving 258 inmates.
- Between the months of July- October, we had 189 inmates complete program.
- On July 5th, we started a behavior modification system for the inmates participating in the Earned Release Program. Inmates have the ability to earn incentives for demonstrating pro-social behaviors. The inmates were polled to see what kind of things they would like for incentives. They can earn points for things like bringing a drink to group or to wear their personal clothing to group. In addition to the behavior modification system, inmates in group are evaluated by the uniform and program staff, which seems to have increased communication.
- In September, CVCTF recognized Recovery Month. In addition to our regular activities, we also coordinated with the Chippewa County Drug Court to host a presentation by comedian Mark Lundholm. Inmates were able to listen to Mr. Lundholm describe his experiences with addiction and recovery.

7. Community Projects

Inmates in the Earned Release Program participate in community service as part of the program. Each group generally spends two days out in the community. In the span of three months, from August 1st to October 31st, the facilitators and ERP offenders have given 1,223 hours of community service hours to the surrounding communities.

Projects have been completed at:

- the Town of Seymour veteran's memorial,
- Stanley-Boyd High School Oriole Park football-sports complex,
- McDonnel High School,
- Jim Falls Lion's Club Sturgeon Fest,
- Northern Wisconsin Center,
- Adopt-a-Highway Chippewa County Highway Department-HWY 178,
- Restore Hope,
- Lake Wissota State Park,
- Ray's Beach,
- Carson Park Railroad, and
- Irvine Park.

CVCTF staff members have also made some donations to support the local community. We held a school supply drive for the Chippewa Falls School District in August and a winter clothing collection that was taken to the Highground Veterans Memorial Park in November.

CVCTF does have fundraisers with inmate participation, but it has been a while since one was coordinated. In the past, inmates have donated to participate in 5K walk/runs or track and field events with those funds going to benefit the local community.

8. Community Input/Concerns

Community Health Survey – Ms. Brown explained that there is a new community health survey out for Chippewa and Eau Claire counties. It is an opportunity to give feedback on health needs in the community. She asked if inmates from this area could have an opportunity to fill out the survey to collect more information about their health care needs. Paper copies will be provided, since the inmates would not be able to access the internet-based survey.

Northern Wisconsin Center – Ms. Misfeldt commented that the inmates working on their grounds have been helpful. In addition to the community service group that helped at the cemetery, there have been project crew inmates assisting with grounds keeping.

Chippewa Falls – Mayor Hoffman mentioned that there are a lot of positive things going on around Chippewa Falls. The Christmas Village in Irvine Park is ready to go for the season.

Chippewa County – Mr. Thornton noted that the county is in the process of hiring of the next county administrator.

9. Next Meeting – March 22, 2018 @ 6 p.m.

10. Adjourn – 7:00 p.m.