

**Chippewa Valley Correctional Treatment Facility
Community Relations Board Meeting
March 22, 2018 AT 6:00 P.M.**

Minutes

Attendees: Tom Thornton, Greg Hoffman, Claire, Nelson, Jamie Tester, Bob Selzler, Rus Maki, Christine Suter, Marci Wittek, Jeff Pugh, Patty DeRouin, Deb Husby, Julie Campbell

1. Meeting called to order – 6:02 p.m.

2. Employee Positions

Vacant/Anticipated Vacancies

- 1 Correctional Officer Vacancy
- 1 Correctional Sergeant Vacancy
- 1 Treatment Specialist 2 Vacancy, new position as result of 2017 Act 59
- 1 Financial Specialist-Senior Vacancy, transferred to Department of Health Services Northern Center
- 1 Food Service Leader Vacancy, left state service – went to Eau Claire County
- 3 Social Worker Vacancies, 1 left state service, 1 transferred to Stanley Correctional Institution (SCI), 1 transferred to Flambeau Correctional Center
- Facilities Maintenance Specialist-Advanced Vacancy, left state service – went to Eau Claire School District

Various Updates

- Hired Financial Specialist – Inmate Accounts
- Hired Financial Specialist-Senior – Accounts Payable
- Hired Treatment Specialist 1, new to state service – previous intern
- Hired Social Worker - (AODA), new to state service
- 1 Correctional Sergeant promoted from Correctional Officer at CVCTF
- Electronics Technician-Security-Senior transferred from SCI
- 2 Correctional Officers transferred from SCI

CVCTF currently has a number of staff vacancies. Some of the transfers from SCI have slowed down. There are a number of reasons for this. New officers have to wait a year to transfer. They also have done their vacation selections for 2018. And to transfer to CVCTF, they might have to take a different shift. The treatment provider positions continue to take a while to fill due to the requirement to have an Alcohol and Other Drug Abuse (AODA) certification.

Other Notes

The Department of Corrections is working to incorporate Trauma Informed Care practices. An introductory training was held for staff in December. The rest of staff should have the training in the upcoming months.

This year, CVCTF hosted an on-site flu shot clinic for employees through the Well Wisconsin program.

3. Building & Grounds Information

- The Elevator Project continues and is near completion. Work on the front three elevators was completed, and they are operational. Work continues on the two back elevators to combine them into one service elevator. There are a number of anticipated benefits to having a service elevator. It should be easier to distribute meals and supplies to the floors. It should also be easier to navigate carts onto the service elevator.

- The gear box for the cooling tower fan was replaced by Bartingale Mechanical. The controls for the cooling tower were moved into the penthouse from outside. Electrical work was done by Hudson Electric.
- The building that CVCTF is located in originally opened in 1966. Due to the age of the building, there are ongoing issues with the pipes and drains that need to be repaired or replaced. Plumbing contractors have been contacted to provide estimates on various plumbing issues.

4. **Health Services Unit**

- Health Services held its annual flu clinic in October and November and have given additional vaccinations to transfers that have not received it yet and want to receive the vaccination. Total count to date is 136.
- One of the registered nurses, who is a military member, has offered to be an Incarcerated Veterans Coordinator in conjunction with a Lieutenant at CVCTF.
- Two of our nurses have volunteered to help with nursing shortages at Columbia Correctional Institution.

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.
 - November 2017 ~ 25 released
 - December 2017 ~ 62 released
 - January 2018 ~ 64 released
 - February 2018 ~ 67 released
- CVCTF released 218 inmates from November 1, 2017, to February 28, 2018. The total ERP bed days saved was 93,689 days. Bed days are saved by calculating the number of days that are converted from incarceration time to extended supervision. Based on an annual incarceration cost of \$32,306.74, the projected savings are around \$8,292,564.83.

6. **Treatment Program**

- We currently have 494 inmates.
- We currently have 20 ERP groups serving 208 inmates.
- Between the months of November- February, we had 223 inmates complete program. (There is some lag time between completing group and being released.)
- We currently have 24 ancillary groups in progress, serving 211 inmates. These groups include Anger Management, Social Skills, Employability, Epictetus, and Tobacco Cessation. These are completed throughout the duration of the 20 week program.

On March 21st, CVCTF recognized National Kick Butts Day with a display that had nicotine use statistics and cut out designed shoes representing the estimated number of people who die per day in Wisconsin.

April 8th – 14th, CVCTF will take part in observing National Crime Victims' Rights Week. This year's theme is *Expand the Circle - Reach All Victims*. Inmates can participate in activities throughout the week.

- A written activity that gives offenders a chance to think about how to expand their circle and how to provide support to others.
- There are two victim impact speakers scheduled. The sign up lists are almost full.

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. Some of the community service in December had to be rescheduled due to the extreme cold.

- Chippewa Youth Hockey Association – general cleaning
- Chippewa Housing Authority – painting and cleaning
- Irvine Park - taking down holiday lights
- Phoenix Park - removing holiday lights
- Chippewa Falls City two days with washing windows, painting and other general cleaning at the Police Department.

We also added a crocheting project. Inmates can use donated yarn to produce items for non-profit organizations. We recently donated some hats and blankets to the Family Support Center in Chippewa Falls and the Bolton House in Eau Claire.

8. **Community Input/Concerns**

- Tom Thornton noted that he has learned a lot about the prisons since joining the Community Relations Boards at CVCTF and SCI.
- Bob Selzler mentioned the economic impact of the facility.
- Greg Hoffman added that park service appreciates the community service done by the inmates.
- Christine Suter offered her appreciation for the staff that have been able to help at Gordon Correctional Center (GCC) while they are dealing with uniform staff vacancies.
- Warden Pugh noted that CVCTF staff also helped out at Lincoln Hills. We are fortunate to have staffing levels that allow us to assist other institutions.
- Rus Maki works as a program assistant at GCC and is interested in seeing how other institutions work.
- Jamie Tester shared some information about the social work program at the University of Wisconsin-Eau Claire. Social work job postings can be shared on their Facebook page. Since she has started overseeing the internship program, they have had consistent placements in corrections – at CVCTF, SCI and probation and parole.

9. **Next Meeting – July 19, 2018 at Noon**

10. **Adjourn – 6:30 p.m.**