



# **Columbia Correctional Institution**

## **Portage, WI**

### **ANNUAL REPORT**

### **Fiscal Year 2020**

(July 1, 2019 – June 30, 2020)

**Date Opened:**

May 1986

**Security Level:**

Maximum

**Staff to Inmate Ratio:**

2.11 Inmates

**Operating Capacity:**

541

**Current Population:**

751

**Number of Acres:**

110

**Number of Uniformed Staff:**

253

**Number of Non-Uniformed Staff:**

103

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## **MESSAGE FROM THE WARDEN**

As fiscal year 2019 comes to a close, it is time to reflect on the many accomplishments and challenges that were recognized and presented to Columbia Correctional Institution throughout this past year.

This year we continued to face high rates of staff vacancies. Staffing issues plagued many departments, most notably correctional officers, correctional sergeants, and nursing staff. Intensive recruitment efforts were made which included participating in department-wide initiatives, attending local job fairs, and hosting our own regional academy. We also held local interviews on a continuous bases. Throughout this period of staff shortages, CCI staff continue to rise to the daily challenge of meeting the department and institution's mission and goals by remaining dedicated, working together, and displaying positive attitudes.

We were also tasked with how to handle COVID-19, something we have never faced before. With an already depleted work force, Staff pulled together and continue to foster an environment where persons in our care (PIOC) can address their program needs. We have had to adjust rather frequently to meet the health and safety needs of the PIOC with such things as COVID-19 testing, isolation, quarantine and the wearing of masks.

Fiscal year 2020 will be a year faced with new challenges. January 3<sup>rd</sup> 2021, brings with it a new 12 hour schedule for our sergeants. As well as enhancements to our training department with the recent adding of an FTO Lieutenant position. The make-up of our team has changed a bit, but our mission to consistently achieve excellence has not. I look forward to welcoming the many new faces and talents to an already capable team. New staff can expect to rely on the experienced staff in our training department for guidance and assistance. Together we will grow as a staff while maintaining our responsibilities to the people of Wisconsin.

Larry Fuchs  
Warden

## **INSTITUTION MISSION STATEMENT & GOALS**

The mission of CCI is to protect the public by detaining adult male felons committed by state courts to the DOC and readying these men for custody reduction and eventual reintegration into society. Protection of the public is both an immediate and long-range focus, as virtually all inmates will eventually be released. Through a philosophy of strict and constructive treatment, both perspectives are met.

In pursuit of this mission, CCI shall:

- Provide a safe, secure, and humane environment for those individuals committed to our custody
- Ensure that the basic needs of each individual committed to our custody are met
- Treat all individuals under custody and supervision with respect and dignity
- Uphold each individual's rights under the laws of the United States and the State of Wisconsin
- Hold accountable all individuals under our custody and supervision to the rules governing their behavior
- Afford meaningful opportunities for positive change to individuals under our custody and supervision through programs and services of treatment, education, and employment training
- Provide assistance to individuals under our supervision to enhance their successful reintegration within the community
- Treat all staff and members of the public with respect, courtesy, and professionalism
- Endeavor to maintain a staff that is culturally and racially diverse and which is representative of the citizens of this state
- Inform the public, governing bodies, and other governmental agencies about the Wisconsin correctional system and issues pertaining to corrections
- Respond to public and governmental requests for information with honesty and accuracy
- Constantly strive to increase our knowledge about crime and criminal behavior in order to be more effective in accomplishing our mission

In furtherance of this mission, CCI is committed to a correctional system that reflects the progressive ideals rooted in Wisconsin's heritage.

## **HISTORY & DEVELOPMENT**

CCI is an adult, male, maximum-security prison located in Columbia County, Wisconsin, on a 110-acre parcel of land at the junction of U.S. Interstate Highway 39 and Wisconsin Highway 127, three miles northwest of downtown Portage and six miles north of U.S. Interstate 90-94. It was built at an initial cost of \$38,600,000 and was the first maximum-security facility to be planned, constructed, and operated in and by the State of Wisconsin in 91 years.

CCI is arranged in a series of living complexes, containing ten separate units, which are set about a secure, open courtyard. In September 1997, an additional barracks-style temporary living unit was built and opened to house 150 inmates. The entire institution, within the inner fence perimeter, covers over 27 acres, while almost 297,000 square feet are contained within its various building structures. The prison is flanked by five guard towers and surrounded by a double fence with electronic capability.

CCI was originally slated to accommodate 450 offenders in single cells because of the mixture of inmate types ranging from the vulnerable to the violent and from the handicapped to the severely mentally ill. The original capacity of the prison was achieved within months of its opening, and its number remained stable for the first several years of its operation. Overcrowding throughout the DOC, however, precluded CCI from remaining at original capacity. By the end of 1998, the institution's population was nearing 800 inmates. Many single cells were converted to double cells, though the most violent and dangerous individuals continue to be assigned to individual living spaces. The 150-bed barracks added to the significant population growth.

## **SIGNIFICANT EVENTS & ACCOMPLISHMENTS**

- CCI hosted a blood drive for the American Red Cross on September 10, 2019.
- CCI hosted an open house for staff family and friends on September 21, 2019.
- CCI hosted a health and benefits fair on October 3, 2019.
- Administrative rules suspended and institution placed into lockdown on November 8<sup>th</sup> in response to a serious staff assault.
- 17 staff members participated in the Polar Plunge benefitting Special Olympics of Wisconsin on February 14, 2020. The CCI team raised over \$5000.
- Due to the COVID-19 pandemic, visiting was suspended at all DOC facilities on March 13, 2020.
- CCI entered modified operations on March 23, 2020 due to COVID-19.
- Two inmates escaped CCI on April 16, 2020. They were captured in Rockford, IL on April 17.

## **NATIONAL CORECTIONAL EMPLOYEE RECOGNITION WEEK**

During National Correctional Employee Recognition Week, we recognized the experience and dedication of employees with 5, 10, 15, 20, 25, 30, and 35 years of service.

## **EMPLOYEE MANAGEMENT COMMUNICATION & COLLABORATION COMMITTEE**

This committee meets monthly to actively engage employees at all levels of the organization by facilitating ongoing communication with staff to support the goal of two-way communication with employees, utilizing the knowledge and expertise of staff to problem-solve and plan.

## **STAFFING REPORT**

### **Columbia Correctional Institution Position Allocations**

1	Buildings Grounds Superintendent	1	HVAC/Refrigeration Specialist (Advanced)
1	Building & Grounds Supervisor	2	Institution Complaint Examiner
1.5	Chaplain	1	Inventory Control Coordinator
1	Correctional Management Services Director	1	Librarian
177	Correctional Officer	1	Medical Program Assistant Associate
62	Correctional Sergeant	9.8	Nurse Clinician 2
6	Corrections Food Service Leader 2	2	Nursing Supervisor
1	Corrections Program Supervisor	1	Offender Records Assistant
1	Corrections Security Director	1	Offender Records Supervisor
1	Corrections Sentencing Associate - Senior	4.6	Office Operations Associate
4	Corrections Unit Supervisor	1	Plumber
1	Deputy Warden	1	Program Assistant –Adv.– Confidential
1	Education Director	8.5	Psychological Associate /Psychologist-Licensed
1	Electrician	1	Psychologist Supervisor
1	Electronic Technician Security - Senior	3	Recreation Leader-Senior
3	Facilities Maintenance Specialist - Advanced	3	Secretary Confidential
1.5	Facilities Repair Worker – Advanced	4	Social Worker(Corrections)
1	Financial Program Supervisor	3	Social Worker (Corrections) – Senior
2	Financial Specialist	7	Supervising Officer 1
1	Financial Specialist – Advanced	7	Supervising Officer 2
1	Financial Specialist – Senior	10	Teacher
1	Food Service Administrator	2	Treatment Specialist 1
1	Food Service Manager	1	Warden

Total Positions = 356 Total FTE = 351

<b>Retirements</b>			
<b>Name</b>	<b>Title</b>	<b>Years of Service</b>	<b>Retirement Date</b>
Kevin Boodry	Supervising Officer 2	25	07/02/20
James Porter	Inventory Control Coordinator	16	04/25/20
Burt Tamminga	Correctional Sergeant	33	04/01/20
Karla Souzek	Correctional Management Services Director	32	01/10/21
Christopher Okan	Correctional Officer	22	04/03/20
Linda Alsum-O'Donovan	Institution Complaint Examiner	28	06/01/20
Steven Willett	Correctional Sergeant	26	01/09/20
Joseph Niesl	Food Service Manager	11	09/03/19
Kelly Rickey	Correctional Officer	29	02/08/20
William Lefevre	Correctional Officer	17	04/03/20
Todd Blankenship	Teacher	13	06/29/19
Mike Mittelstedt	Electrician	12	10/17/19
Jodi Risen	Correctional Officer	31	08/16/19
Cynthia Neuhauser	Corrections Program Supervisor	29	03/02/20
Dean Wollschlager Sr.	Food Service Leader 2	19	10/12/19

## **COMMUNITY RELATIONS BOARD**

CCI 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 Columbia County community. This board meets annually in the spring and as needed throughout the year. Areas of mutual interest and concern include, but are not limited to, the following:

- Public awareness and education about the operation and mission of the institution, including information regarding offender program activities
- The impact of the institution on the community
- The institution's involvement in community affairs
- Table-top discussions and training exercises for "what-if" scenarios
- Variety of other law enforcement and community-related issues

<b>2020 Community Relations Board Members</b>	
Warden Federal Correctional Institution Oxford	Mayor City of Portage
Fire Chief Portage Fire Department	Police Chief Portage Police Department
Administration Divine Savior Hospital	Director Columbia County Emergency Management Services
Sheriff's Department Columbia County	District 8 Alderman City of Portage
Victim-Witness Coordinator Columbia County	Campus Manager Madison Area Tech College – Portage Campus
District Attorney Columbia County	Circuit Court Judges Columbia County

Administrator  
City of Portage

Probation & Parole Supervisor  
Portage

### CCI COMMUNITY RELATIONS REPRESENTATIVES

Susan Novak, Warden  
Lucas Weber, Deputy Warden  
Brian Gustke, Security Director  
Karla Souzek, Corr. Mgmt. Serv. Director

Kevin Pitzen, Investigative Captain  
Vacant, Corrections Program Supervisor  
Mark Teslik, Chaplin

### OPERATING COSTS

**\$30,552,026**

**Year Ending 06/30/2020**

**(Fiscal Year 2020)**

Permanent Salary	\$18,884,043	Food	\$1,168,043
LTE Salary	\$130,904	Variable Non-Food	\$480,085
Fringe Benefits	\$7,766,531	Fuel and Utilities	\$803,988
Supplies and Services	\$608,627	Maintenance	\$166,132
Capital	\$543,673	<b>TOTAL</b>	<b>\$30,552,026</b>

### Payments Made by Inmates for Obligations and Restitution

**FY2020**

VWS/DNA	\$37,069.65
Court Ordered Restitution	\$116,789.37
Child Support	\$21,406.78
Institution Restitution	\$9,846.28
Medical Copy	\$3,619.28
<b>Total</b>	<b>\$188,731.36</b>

### RECORDS

Inmate Movement Out of CCI FY2019	
Transfers Out	340
Releases: Includes Mandatory/Extended Supervision, Max Discharge, and Court Ordered Release	163
Deaths	4
<b>Total</b>	<b>507</b>

Monthly Transfers Into CCI FY2019												
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
38	46	59	55	7	47	62	66	42	0	13	35	470

Average Monthly Population											
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
813	814	813	825	817	812	816	820	824	817	796	778

Population Breakdown by Race			
American	38	5.0%	White
			290 38.4%

Asian or Pacific	9	1.1%	Unknown	1	0.1%
Black	417	55.2%			

## INMATE COMPLAINTS

FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
2085	1707	1948	2243	1617	1593

## INMATE DISCIPLINE

YEAR	MAJOR CONDUCT	MINOR CONDUCT	TOTAL APPEALS
2014-15	1210	371	231
2015-16	1543	715	167
2016-17	1889	1492	269
2017-18	1958	1425	219
2018-19	2079	1319	199
2019-20	2101	2803	392

## RECLASSIFICATION

The Reclassification Department protects the public, staff, and inmates through the centralized classification of inmates by establishing custody, placement, and program needs in order to safely afford inmates the opportunity to address their successful re-entry into the community and reduce their risk of re-offending. Inmates are initially classified at DCI. This provides them with an initial custody level, institutional placement, and program assignment(s) upon entry into the correctional system. Reclassification staff review inmates' progress while incarcerated, as well as provide recommendations and make decisions regarding movement through the system. Reclassification reviews are conducted annually (or more often if needed) and assess the inmates' risk relative to assaultive behaviors, escape, and security of the institution. Recommendations and decisions are made by the Reclassification Committee, which is comprised of the offender classification specialist and representatives from the education, social services, and security departments. Reclassification is staffed by two full-time positions, an offender classification specialist and an operations program associate, who are employees of the DOC's Bureau of Offender Classification and Movement.

### Reclassification Office Statistics for FY2020:

- 500 reclassification hearings conducted
- 627 written inmate correspondence requests addressed
- 69 early reclassification hearing requests processed

## VISITING

Visiting is offered every day of the week except Wednesdays and Thursdays. We offer eight hours of visiting time per day, with afternoon and evening hours Monday/Tuesday/Friday and morning and afternoon hours on weekends and holidays. Visiting staff also supervise pastoral visits and other small bible studies. Approximately 11,000 friends and family members visit inmates at CCI each year.

Due to COVID-19 restrictions, in-person visits were suspended. In June of 2020, video visits were implemented using ZOOM. During that month, 206 video visits were conducted.

## HOUSING UNIT MANAGEMENT

General population, maximum-security inmates are housed in four separate complexes, each made up of two units. The barracks-style housing unit provides temporary housing for up to 150 minimum and medium security inmates. There are also two restrictive housing units, which though separated by geography, comprise a single complex for restricted-status inmates. A 13-cell R&O unit houses incoming general population inmates. The individual units are self-contained. The



lives of the inmates revolve around the activities of the unit, as it is where they sleep, eat, and pursue program activities. Activities outside these living areas are also managed by unit groupings, a procedure that allows for more effective control of population and reduces the potential for disruption.

Each decentralized complex is administered by a unit manager, who is assisted by a team composed of security staff, a social worker, a psychologist, and in certain cases, one or more teachers or work area supervisors. Each complex also has liaison contacts with HSU and designated members of the security supervisor ranks. These parties form a multi-disciplinary team, which is able to develop a more thorough and long-term knowledge of the character, abilities, needs, strengths, and deficiencies of each of the inmates in their respective units. This non-departmental approach to inmate management allows for a systematic, individual, and positive approach to inmates and enhances the institution's capability to ensure public safety with respect to confinement and rehabilitation.

## **SPECIAL MANAGEMENT UNIT**

The goal of CCI's SMU complex is to provide activity-based programming and enhanced mental health monitoring within a separate housing facility committed to the needs of the seriously mentally ill inmate population at CCI. The most prominent diagnoses on both units are psychotic spectrum disorders and/or inmates with cognitive impairment such that concerns of vulnerability are foregrounded. The SMU houses a large number of the institution's offenders who are court-ordered for psychotropic medication as well as seriously mentally ill offenders in restrictive housing, administrative confinement, and/or protective custody status. In addition, one of the housing units also has a tier that houses inmates with physical disabilities that require an elevator and/or handicap accessible cells.

### **Arts & Crafts Program**

This program is provided by unit staff and assists inmates with developing pro-social skills along with mental and motor skills. This program provides opportunities for activity, creativity, dexterity, and out-of-cell time which helps build social skills and is beneficial to their mental health. The group participants work on independent art/craft projects, music, current events discussions, writing skills, and relaxation. As part of this group, the SMU inmates have contributed to the community as well. Numerous handmade tie-blankets were made by the SMU inmates and donated to Columbia County Health and Human Services as well as the local Humane Society. Recently, the inmates decorated 80 "Thank You" bags to be given to the 80 volunteers that provide various services to the offenders residing at CCI. Our next project is decorating stockings for the children that visit a parent or relative during the upcoming holiday season.

### **Dogs on Call Program**

The Dogs on Call program is an educational, social, and motivational activity that is offered to SMU offenders. Once per month, community volunteers and their trained therapy dogs come to CCI to visit with offenders. This program is goal-driven and tailored to the needs of each offender. Incorporating animals into treatment is an empirically supported approach that has been beneficial with individuals with serious mental illness. The presence of an animal can be viewed as a less threatening environment, which often increases the establishment of rapport and socialization among reclusive and mentally ill offenders.

### **Rocking Chairs**

Our SMU units have rocking chairs for use by the offenders on the units. The motion of rocking is an empirically supported coping skill. Offenders on the unit have access to the rocking chairs as a method of relaxation and distraction when experiencing increased mental health symptoms.

### **Board Games**

Inmates on the SMU units are offered time to play board games for about 70 minutes twice weekly. This allows for inmates to work on their socialization skills as well as their mental skills. There are a variety of games offered, and SMU mental health program escort officers participate and encourage inmates to try and learn different games and play with different peers. Games that incorporate teamwork, such as Pictionary and Guesstures, are also offered to emphasize teamwork and increase social interactions.

### **Friday Movie Day**

Each Friday, the special management inmates have the opportunity to watch a staff selected movie with popcorn with their peers and mental health program escort officer. This special activity is a privilege to the SMU inmates who have maintained their general population status and continue to demonstrate positive behavior.

### **Gardening**

The special management units have raised gardens built in front of the complex. The garden allows some of our inmates to take part in the process of growing plants and vegetables for unit use and the general enjoyment of gardening. Inmates involved have planted, picked, and maintained the flowers, lettuce, peppers, tomatoes, and various herbs. Inmates are able to have some ownership over starting a project and seeing/receiving the benefits of the finished product.

### **Chair Aerobics**

The inmates are able to sign up and participate in chair aerobics twice weekly. This activity allows our inmates with physical challenges or disabilities opportunities for exercise right on the unit. This activity has evolved into something that is offered to all of our SMU inmates.

### **Out of Cell Time for Restricted Inmates**

Inmates currently in restricted status can request out of cell time for leisure activities including therapeutic listening and TV time. These activities are granted by request as a behavior incentive. Mental health program escort officers also monitor out of cell time per inmate behavior management plans written by PSU staff. This time may include speaking to the psychologist, social worker, unit officer, or coming out of the cell to color, draw, or play a board game with a unit staff member.

### **Wheelchair Accessible Tier**

One of the tiers of the special management units is specially designed for inmates with complex medical needs and/or in need of an elevator to move about the unit and facility. This is the only tier in the institution that offers elevator accessibility. All cells on this tier are wheelchair accessible as well.

### **Calming Room**

Inmates on SMU are allowed time in the calming room. The calming rooms allow inmates time out of cell to sit in a rocking chair and listen to calming sounds. The goal is to allow the inmate to de-escalate and be able to safely go back to their cell without needing to change their status or demote through the color phases for SMU inmates.

## **RESTRICTIVE HOUSING UNITS**

Restrictive Housing Units program goal is to decrease continuous problematic behavior (such as self-injury, flooding, holding the trap, etc.) that often results in further disciplinary action and subsequent extension in restricted housing, prepare inmates for successful re-entry to the community and/or general population, reduce feelings of distress and agitation often associated with placement in restricted housing, and reduce feelings of boredom which often impedes the ability to cope with isolation and lack of stimulation associated with placement in restricted housing. Restrictive housing also provides opportunities for support and encouragement for pro-social interactions and discussions amongst inmates and peer mentors with diverse backgrounds and cultures.

### **Arts and Crafts**

A chance for individuals in RH to get out of their cells and express themselves in a positive way while creating healthy interactions with others. It is an opportunity to create, hone in on social skills, and relieve the stresses of being in prison/RH using positive, constructive, alternative methods. Some projects enable them to give back to the community using their creativity. Residents get an opportunity to draw coloring books for visitors and a fundraiser, collages/rip art, domestic violence awareness project, holiday cards for troops overseas/nursing homes/hospitals, and re-purposed poetry among other projects.

### **Beginning Anger Control**

Inmates gain a basic understanding of anger which they can use productively as they move forward from disciplinary separation. This is a stepping stone to the material used for the Anger Control program utilized in general population. Inmates begin to learn the ins and outs of their anger through evidence based skills. They learn to recognize personal, internal, and external triggers along with options on what to do with that information. They learn to recognize how anger affects each individual personally, their relationships, and others. Inmates are able to learn skills to cope with their anger appropriately building on techniques they already know and gaining new ideas they can put into practice to maintain in general population after they leave restrictive housing.

### **Book Club**

Book club was created to allow inmates out of cell time to practice social skills, reduce anxiety and social isolation, and produce positive interactions with staff to reduce incidents. It also gives inmates a broader view outside of prison or the communities they come from by reading/listening to a wide variety of books they might not encounter on their own.

### **Carey Guide Group**

Facilitators take a targeted problem area; for example antisocial thinking, and engage residents housed in restrictive housing in a process of recognizing, understanding, and assessing their thinking patterns, beliefs, feelings, and values. Staff help them understand and recognize the connection between these thoughts and their actions using peer discussions and evidence based tools.

### **Coping Skills**

This group is facilitated by clinical staff and peer mentors. It teaches coping skills focused on managing boredom; anger and stress regulation skill building using positive psychology skills; social skills focused on active listening, asking for help, dealing with accusations, setting goals, and rational decision-making. One of the goals is to decrease continuous problematic behavior (such as self-injury, flooding, holding the trap, etc.) that often results in further disciplinary action and subsequent extension in restricted housing. Another goal is to increase positive emotion such as well-being, contentment, gratitude, meaning and purpose, humor/laughter and resilience. This group helps prepare inmates for successful re-entry to the community and/or general population. Reduce feelings of distress and agitation often associated with placement in restricted housing. Reduce feelings of boredom which often impedes the ability to cope with isolation and lack of stimulation associated with placement in restricted housing. Provide an opportunity for inmates to practice positive psychology skills through group discussion and role-play assignments. Provide opportunities for support and encouragement for pro-social interactions and discussions amongst inmates and peer mentors with diverse backgrounds and cultures.

### **Current Events**

This group allows inmates out of cell to practice their social skills and help keep them connected to what is going on in the community and to reduce anxiety, social isolation, educate on what is going on in the world, and produce positive interactions with staff to reduce incidents. Current events topics discussed are politics, religion, sports, and local news.

### **Friday Fun Packets**

This is a weekly activity packet handed out for individuals to do in their cell to help with stress, boredom, and anxiety. It is geared to help keep minds working with word games, articles on mental health, trivia, quotes, and random information.

### **Life Skills**

This group covers mindfulness, conflict resolution skills, and spiritual path discussions. Mindfulness meditation teaches residents about getting to know yourself, your thoughts, feelings and intentions. It is a great coping mechanism that helps residents put space between thoughts and reactions. This area teaches them that they do not need to move ahead with the first thing that comes across their mind and how to take time and process thoughts, feelings, and emotions in order to then act in a healthy positive manner. Conflict resolution skills are skills that each inmate housed within the Wisconsin DOC need while being housed in a prison environment. The skills taught help inmates from hitting a wall of frustration which leads to continued angry and violent behavior. Inmates learn how to talk about their problems, issues, feelings and emotions in a healthy way. Spiritual Path is a program for restrictive housing inmates who are cut off from most institution religious practices due to their inability to attend congregational programming. Most inmates already have a personal practice or want to learn more about a particular practice. This gives them the opportunity to practice and learn more about different spiritual paths and gives them something to work towards as they transition out of restrictive housing.

### **Emotional Regulation**

PSU facilitated group that teaches DBT techniques.

### **Distress Tolerance**

PSU facilitated group that teaches DBT techniques

## **EDUCATION DEPARTMENT**

## Program Statement

The mission of the education department and Bluff View School is to ensure that opportunities exist for students to develop academic and vocational skills, consistent with identified needs, which will enable them to become productive members of the institution as well as society upon release into the community.

## Department Composition

CCI's education department is composed of one education director overseeing ten teachers, one librarian, and one office operations associate.

## Enrollment/ Completions

Approximately 144 students can be accommodated in Adult Basic Education programs at any time with 44 students able to be accommodated in vocational lab programs and in accompanying vocational classes at any time.

Bluff View School Graduates	
GED/HSED	7

## TABE

The Tests of Adult Basic Education are used by the DOC to measure achievement of basic skills. The content areas tested are reading, language, and math. TABE scores are used to ensure proper placement into educational programs.

## HSED

The High School Equivalency Diploma is awarded to those individuals that pass standardized national tests in math, reasoning through language arts, social studies, science, employability skills, civics, and health. The HSED or GED is required to complete the academic need given to inmates. The GED does not include the employability or health component.

## Correspondence Courses

Inmates who are interested in working towards an advanced degree may pursue their education through correspondence courses, choosing from a list of approved, accredited colleges. Students are required to pay all expenses for the courses.

## Vocational Programming

CCI offers vocational programming courses. This year we are reviewing the curriculum of our courses and the needs of our inmates along with employment trends in the community. We are working closely with Madison Area Technical College in hopes of revising the courses we offer to ensure we are providing our inmates the best opportunity to learn a vocation that will assist them not only during their incarceration but also when they release.

## Library Programs

CCI maintains a law library that has eight computer workstations for inmates to access LexisNexis and other court sites, as well as a limited print reference section, and a database of court forms. Each inmate has at least one opportunity per week to work in this area, and more time, if required, for pending litigation. There is a general collection of books and magazines with a variety of topics provided to inmates.

## CORRECTIONAL PROGRAMS & SERVICES

### Anger Control

Anger control is comprised of an introductory individual meeting, nine group lessons, a midterm individual meeting, nine additional lessons, and a final individual meeting. Each group lesson is approximately 90 minutes and includes instruction, role play, educational videos, group activities, and group and individual presentations. Lessons focus on the following concepts: knowing our feelings and recognizing the feelings of others, identifying underlying feelings masked by anger, recognizing triggers, choosing the right time to address concerns, identifying who should "own" a problem, practicing assertive communication, learning about stress reduction techniques, using the "anger map" to decide if holding onto anger is an appropriate response, and developing and maintaining healthy relationships. Participants identify thought patterns leading to negative consequences with anger and develop a plan to address these issues in the future.

## **SUD**

CCI started a Substance Use Disorder program in January 2016. We currently have two full time Treatment Specialists facilitating this program. These facilitators present on Cognitive Behavioral Interventions for Substance Abuse (CBISA) and Thinking for a Change (T4C) curriculum. CBISA is designed for individuals who are moderate to high need in the area of substance abuse. The program relies on a cognitive-behavioral approach to teach participants strategies for avoiding substance abuse. This program places heavy emphasis on skill-building activities to assist with cognitive, social, emotional, and coping skills development. T4C is a program that combines cognitive restructuring theory with cognitive skills theory to help individuals in the justice system take control of their lives by taking control of their thinking. The three components of Thinking for a Change are: cognitive self-change, social skills, and problem solving skills. Participants meet two hours daily for a total of 13-15 weeks.

### **Thinking for a Change – T4C (Cognitive Intervention)**

The T4C is a 30-lesson program that is delivered in two, two-hour classes per week. It may take inmates four to six months to complete the T4C program. Phase one of T4C teaches participants the skills to identify their thinking patterns. Phase two of T4C focuses on the current situation and making plans for the future. Each class is approximately 10-12 inmates so that each inmate has the opportunity to work with the facilitators as well as with other inmates.

### **Forgiveness Group**

In 2015, Dr. Maria Gambaro, Chaplain Mark Teslik, and Chaplain Justin O'Boyle started a non-faith based forgiveness therapy group using books by Dr. Robert Enright, a professor from UW Madison. Since then, we have seen remarkable healing in the men who have completed this therapy group. Most participants have seen custody reduction from maximum to medium, and some of our early participants are now in minimum custody. Forgiveness therapy in prisons has been so powerful that a number of other institutions for both men and women are now running similar therapy groups. CCI has been privileged to have Dr. Enright at CCI in the past to speak to our inmates and staff on the effects of forgiveness.

Dr. Maria Gambaro, Dr. Robert Enright, and some of his doctoral students at the University of Wisconsin-Madison have now completed a research study on the effects of forgiveness therapy in the prison setting. We are thankful to the PIOC who volunteered to be a part of this groundbreaking research. The experimental work in the study is now finished and a manuscript is now under review for publication. We are proud to inspire important, innovative treatment in the rehabilitation of PIOC.

### **Mindfulness Group (General Population)**

Since May 2014, volunteers from the Wisconsin Prison Mindfulness Initiative (WPMI) have visited CCI twice each month to offer mindfulness meditation training to men in general population. Mindfulness is a way of acting in our everyday lives that leaves us at ease and peaceful; meditation is the training that makes us mindful.

Over the past six years, interest in the group has continued to grow, and there are now 40 men participating in four groups each with 10 participants and usually 2-3 volunteer trainers. The groups' size is limited to 10 due to the space limitations in the rooms that are available. The sessions continue to be popular and there is usually a waitlist. Men from the waitlist can be added to the groups because some men shift out of the group due to school, changes in their work assignment, or because they are transferred or released. Participants are encouraged to continue in the group for as long as they are interested because mindfulness is a skill that deepens and must be sustained to be of benefit, and because the modeling from more experienced meditators is supportive to those that just entering the group who are new to the practice of meditation.

After attending twelve sessions (18 hours) the men receive a "certificate of participation" to acknowledge their persistence, self-care, and sincere effort to improve themselves and how they relate to others. They are able to share the certificate at their classification review to demonstrate how they are working to better themselves. Those in the group consistently report that mindfulness helps them each day in dealing with anger, frustration, disappointment, illness, or any of the other challenges that previously would have easily spurred them to react in ways to harm themselves or others, receive a disciplinary ticket, or be placed in disciplinary separation. They express gratitude for and pride in their newfound, more positive ways of dealing with everything they encounter.

### **Long Distance Dads Program**

Long Distance Dads is a twelve week program that started in April 2017. The mission of this program is dedicated to support, counsel, educate, advocate, and challenge fathers to become a strong, positive force within their families. Fathers are encouraged to become role models willing to provide the loving leadership and spiritual guidance necessary

to nurture their children. Participants have to commit to this program through attendance, participation, and homework assignments.

## **RECREATION**

CCI offers both indoor and outdoor recreation opportunities. Recreation leaders are always looking for new ways through structured recreation for inmates to stay involved and to maintain or improve their physical fitness. Activities such as basketball, volleyball, weightlifting, handball, ping-pong, bean bag toss, softball, and a cardiovascular area that consists of an elliptical machine, treadmill, exercise bikes and recumbent bikes are offered or available for use.

### **Music**

CCI's music department is an opportunity for inmates to play instruments under the supervision of a music recreation leader. Due to property allowance and space, inmates are not allowed to play in-cell. At times, the recreation leader will schedule small groups of inmates together to allow for more of a band-style session. CCI also offers donated instruments to inmates in the event that they do not have money to purchase their own instrument. Approximately 90 inmates actively participate in the music program. Music lessons are available with DVD instruction and tutors (when available).

### **Hobby**

CCI's hobby department offers a wide variety of in-cell hobbies from which inmates can choose. All hobby materials are pre-approved by the hobby recreation leader and come directly from a retail store. CCI inmates are allowed to purchase up to \$100 in supplies per month. Some allowable hobbies include painting, drawing, crocheting, model making, and beadwork.

Inmates have the opportunity to sell their completed projects in the visiting room or send their completed project home to family or friends. CCI has approximately 400 inmates enrolled in the hobby program at this time.

## **COMMUNITY SERVICES**

These areas employ about 30 full-time inmates:

### **Crocheting/Sewing**

The inmates who participate in crocheting/sewing have created many handmade items such as hats, mittens, scarf sets, and lap afghans. CCI works with the Hope Lutheran Church in Portage and Trinity Lutheran Church in Wisconsin Dells for an annual donation of yarn, and, in turn, donates the crocheted items back to the church. Community service workers also make afghans for donation to non-profit organizations.

### **Lion's Club Eyeglass Project**

CCI has been fortunate to have the recycled eyeglass project for several years. Inmates work with recycled eyeglasses, read prescriptions, and do minor repair work to refurbish the eyewear. Finished eyeglasses are then returned to the Lion's Club and donated to those in need. This fiscal year, approximately 17,000 eyeglasses were returned to the Lion's Club.

### **Teddy Bear Project**

CCI inmates received some donated materials to create hand sewn teddy bears. Inmates are allowed to purchase teddy bears to send home. The proceeds go back into the project to purchase supplies and materials that are not donated. Bears are also donated to non-profit organizations for fund raising efforts. Inmates working in this area are trying out new animals and are excited to work on fine tuning and having a selection of animals.

## **HEALTH SERVICES**

CCI's Health Services Unit is staffed 24/7. Appointments with the nursing staff and physicians begins at 6:00 am until 5:00 pm. HSU is also staffed for patient emergencies.

The HSU is comprised of a health services unit manager and assistant, two full-time physicians, psychiatrists, nurse clinicians, LPNs, medical assistants, and medical program associate assistants. The unit averages twenty physician visits

and thirty nurse visits a day. We administer medications to an average of eighty patients four times a day that come to the unit for medication administration with the addition of medication administration on the housing units.

Each individual is seen a minimum of one time per year for an annual screening. HSU also conducts wellness checks two times a week to individuals in restricted housing units and also monthly wellness checks to all other units at CCI.

Ancillary services include: physical therapy, x-ray, ultrasound services, optical, and orthopedics. Dental services are also provided to individuals in the HSU in our dental clinic.

Routine appointments for health maintenance are handled through chronic condition clinics, as well as weekly blood pressures, wound care, and weight monitoring. Patients are referred for surgical interventions, cancer treatments, and to specialty services ranging from orthopedics and infectious disease to high imaging. We also have the capability of providing and managing care to individuals via tele-health through UW- Madison.

The HSU strives to manage our patients' medical care while being cognizant of health care costs.

## **MENTAL HEALTH SERVICES**

The Psychological Services Unit (PSU) is responsible for assessing, monitoring, supporting, and treating persons in our care (PIOC) with identified mental health needs. PSU staff is unit based at CCI. There are nine full-time and one half-time doctorate level psychologist or psychological associate positions at CCI, a psychologist supervisor, and an office operations associate. In addition to PSU staff, one psychiatrist provides services to CCI PIOC's. PSU staff consult with institution staff and report as needed to address mental health needs. Staff also provide on-call services after hours and on weekends. As part of the initial screening provided to PIOC's, PSU staff conduct a PREA screening and will provide related mental health services if needed.

### **Mental Health Needs**

The PIOC population at CCI can change weekly due to inmates transferring in and out of the facility. In the past year, there was an average of 443 PIOC's at CCI with identified mental health needs: 82 were classified as having serious mental illnesses (MH-2A), 8 had severe personality disorders (MH-2B), 353 had other identified mental health needs but were not considered mentally ill (MH-1), and 9 had intellectual disability disorders (ID). It should be noted that CCI has more criminally and civilly committed (dually committed) individuals than any other DOC facility, and such PIOC's are typically transferred to WRC annually for review and potential renewal of their commitments for involuntary treatment. CCI currently operates a Special Management Unit which houses many of these individuals.

Per DAI policy, persons with MH-1 and MH-2 mental health codes must be seen periodically for clinical monitoring. Those classified as MH-1 must be seen at least every six months, and MH-2 PIOC's must be seen at least every three months. In addition, persons in RH status are seen weekly on rounds. Most PIOC's with mental health needs are seen more often than policy requires.

### **Services Offered**

Not all services provided by PSU staff are in response to crisis. On average, we receive 100 requests from PIOC's per week. In addition to responding to requests, providing crisis management, and performing clinical monitoring, PSU staff at CCI also:

- Triage needs for psychiatric evaluation to ensure the most efficient and effective use of limited and expensive psychiatry time
- Provide group therapy for targeted psychological problems, such as groups addressing mental illness management, depression, adjustment and social skills training
  - Provide dialectical behavior therapy to those struggling with emotional regulation and interpersonal difficulties
  - Provide forgiveness therapy for inmates with trauma history
  - Provide positive psychology and advanced positive psychology for those struggling with self-confidence. Selected inmates assist in mentoring new group members.
- Provide psychological evaluation of mental health or medical condition, as well as, compliance with recommended treatment
- Provide services to those for whom Spanish is their first or preferred language
- Evaluate PIOC competence to give informed consent for their own health care
- Evaluate PIOC competence to refuse nutrition and fluids
- Monitor those housed in restrictive status housing per policy

- Perform initial file screening of all inmates transferred to CCI
- Complete mental health evaluations of individuals regarding potential transfers to WSPF, the Wisconsin Resource Center, OSCI's TTC unit, or dual diagnosis programs such as MICA or STAR
- Assess needs for offense specific treatment (i.e., sex offense specific treatment)

## **CCI MAINTENANCE DEPARTMENT**

The Maintenance department operates Monday through Friday 6:00 am until 4:30 pm, with the majority of our technicians working four 10 hour days per week. Maintenance employs seven full time technicians, one LTE tech, five correctional officers and up to 23 inmates. The Maintenance Department has vacancies for one part time Facility Repair worker.

We use STAR to process and track all service requests. Some officers as well as designated staff submit their requests to the Maintenance OOA. The majority are 'same day' although, we sometimes need to order parts or entire items. We complete all service requests as soon as we are able. Work orders that require modifications or changes to the physical plant or grounds require approval from the appropriate department supervisor, and depending on the scope of the project, may need to move up the chain of command for approval.

In Fiscal Year 2020, your Maintenance Department...

- Entered, worked on and completed 3692 Service Requests.
- The CCI garden harvested a total of 4,438 pounds of produce – reducing food vendor costs.
- Continued the hot water storage tank and heat exchanger replacement project.
- Initiated a Painting Project for all offices and hallways.
- Installed new freezer and cooler doors in Food Service.
- Installed new proofer in Food Service.
- Installed new dough sheeter and dough roller on Food Service
- Began the upgrade of Honeywell controls for our HVAC Systems.
- Received and installed Body Scanner

## **FOOD SERVICE**

The food service department operates seven days a week. The main kitchen is in operation from 6:00 am to 6:00 pm. Under the supervision of the Food Service Administrator and Food Service Manager, food service employs six full-time Correctional Food Service Leaders, one Correctional Officer/ one Sargent, and 30 directly supervised inmate workers. Approximately 2,460 meals are served per day with an average cost of \$1.21 per meal. Food is sent out to 13 different areas within the institution. Meals prepared range from general diets and approximately 40 diets (religious and therapeutic).

## **BUREAU OF CORRECTIONAL ENTERPRISES**

### **Print Shop 927**

The BCE print shop has been in operation since the 1930s and is currently housed at Columbia Correctional Institution.

Under the supervision of the BCE supervisor, the print shop's operations are performed by two industries specialists and approximately 15 inmates. The staff and supervisor combined have over 100 years of experience in the printing field. This knowledge is what is channeled to teach and train the inmate workers so they can become a contributing member of society once they are released.

The print shop produces over 1500 different jobs annually. Some of the items the shop produces are envelopes, flyers, brochures, business cards, perfect bound books, saddle stitch books, training binders, laminated posters, raffle tickets, stickers, and labels.



## ADA COORDINATORS

**Primary:** Jason Thompson, Building & Grounds Superintendent  
**Alternate:** Vacant

To request consideration for an accommodation under the American with Disabilities Act, forms are available in the library or inmates may contact an ADA coordinator for a form. Refer to DAI Policy & Procedure 300.00.35 for further information.

## COMPAS COORDINATORS

**Primary:** Lindsay Walker, Unit Manager

## LEP COORDINATOR

**Primary:** Maria Boettcher, ABE Teacher  
**Alternate:** Jenny Simpson, Teacher

## PREA INVESTIGATORS

**Primary:** Kevin Pitzen, Investigations Captain  
**Alternate:** Gwen Schultz, Administrative Captain  
Michael Fink, Unit Manager  
Bryan Gerry, Lieutenant  
Terrence Judd, Captain  
Michael Julson, Captain  
Christopher Olson, Lieutenant  
Eric Peters, Training Captain  
Lindsay Walker, Unit Manager

## ACRONYMS

ABE	Adult Basic Education	LEP	Limited English Proficiency
AC	Administrative Confinement	LPN	Licensed Practical Nurse
ADA	Americans with Disabilities Act	LTE	Limited Term Employee
AODA	Alcohol & Other Drug Abuse	MICA	Mental Illness Chemical Abuse
BSI	Badger State Industries	MRI	Magnetic Resonance Imaging
CBISA	Cognitive Behavioral Interventions for Substance Abuse	PREA	Prison Rape Elimination Act
CCI	Columbia Correctional Institution	PSU	Psychological Services Unit
DAI	Division of Adult Institutions	R&O	Reception & Orientation
DCI	Dodge Correctional Institution	RH	Restrictive Housing
DOC	Department of Corrections	RC	Reclassification Committee
DOT	Department of Transportation	SMU	Special Management Unit
FY	Fiscal Year	STAR	Successful Treatment and Recovery
GED	General Education Development	T4C	Thinking for a Chance
GP	General Population	TABE	Tests of Adult Basic Education
HSED	High School Equivalency Diploma	UW-M	University of Wisconsin – Madison
HSU	Health Services Unit	WPMI	Wisconsin Prison Mindfulness Initiative
HVAC	Heating, Ventilation, and Air Conditioning	WRC	Wisconsin Resource Center
IMR	Illness Management & Recovery	WSPF	Wisconsin Secure Program Facility