



Columbia Correctional Institution Portage, WI

ANNUAL REPORT Fiscal Year 2018

(July 1, 2017 – June 30, 2018)

Date Opened:

May 1986

Security Level:

Maximum

Staff to Inmate Ratio:

2.47 Inmates

Operating Capacity:

541

Current Population:

830

Number of Acres:

110

Number of Uniformed Staff:

241

Number of Non-Uniformed Staff:

95

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MESSAGE FROM THE WARDEN

As Fiscal Year 2018 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, presenting at schools/colleges, and sending staff to regional academies. We also held local interviews every two weeks. 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 continue to foster an environment where inmates can address their program needs. We expanded our AODA program by adding two new social worker positions which will allow us to offer more programming for inmates in need.

Two major construction projects began this year. A brand new Health Services Building was constructed in order to accommodate the health needs of our population. In addition, we began a remodel of our Restrictive Housing Unit which will add more security features in the inmate rooms and provide space for treatment programming.

We recently completed our second Prison Rape Elimination Act (PREA) audit. We continue to look at operations and physical plant design to ensure we are meeting national standards in regards to PREA.

I was appointed Warden at CCI in August of 2018 and am grateful for the opportunity. I am looking forward to leading staff and the institution as we continue to ensure a safe and secure environment while providing inmates opportunities for change and positive re-entry back into the community.

Fiscal year 2019 will be a year faced with new challenges. 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 talented team. New staff can expect to rely on the experienced staff for guidance and assistance. Together we will grow as a staff while maintaining our responsibilities to the people of Wisconsin.

Susan Novak
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

- Columbia Correctional Institution hosted its annual disturbance planning meeting on February 19. Staff from the Columbia County Sheriff's Office, Portage Police and Fire Departments, Wisconsin State Patrol and Wisconsin National Guard attended.
- Warden Dittmann spoke to the Portage Common Council on March 22. He spoke about the new programs that are available at CCI and the institution's accomplishments over the past year.
- A graduation ceremony was held on March 23 for 22 students who completed their GED/HSED or vocational programs.
- On April 12, 2018, staff and inmates attended a presentation by Dr. Buck Blodgett, the founder and executive director of The LOVE>hate Project, as part of Victims' Rights Week. Dr. Blodgett works tirelessly to educate, motivate, and inspire young minds and hearts to add love to our world and end violence. After the presentation, fundraising profits were distributed to six local charities. A total of \$18,000 was divided between the Portage Fire Department, Portage Police K-9 Unit, Hope House of South Central Wisconsin, River Haven Homeless Shelter, Aging & Disability Resource Center and the Portage Food Pantry.
- CCI held a dedication of the refurbished Visiting Room on April 24, 2018. CCI staff and invited guests expressed their appreciation to inmate artists who put their amazing talents to work transforming the Visiting Room into a "children-friendly" atmosphere with a Sesame Street mural.
- CCI hosted an active shooter tabletop exercise on May 3. Representatives from the Portage Police and Fire Departments and the Columbia County Sheriff's Department also attended.

- On May 16, Columbia Correctional Institution psychological staff held four sessions of Trauma Informed Care given by Dr. Dan Frisch and sessions on Vicarious Trauma were presented by Dr. Jill Bauer
- Special Management Units celebrated four years of the Dogs on Call, Inc. program serving our SMU inmates on May 17, 2018. They were presented with blankets made by the SMU inmates and dog tags made by an SMU staff member.

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 to 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	Institution Human Resources Director –
1	Correctional Management Services Director	2	Inventory Control Coordinator
165	Correctional Officer	1	Librarian
62	Correctional Sergeant	1	Medical Program Assistant Associate
6	Corrections Food Service Leader 2	9.8	Nurse Clinician 2
1	Corrections Program Supervisor	2	Nursing Supervisor
1	Corrections Security Director	1	Offender Records Assistant
1	Corrections Sentencing Associate	1	Offender Records Supervisor
4	Corrections Unit Supervisor	4.5	Office Operations Associate
1	Deputy Warden	1	Payroll & Benefits Specialist – Adv. Confidential
1	Education Director	1	Plumber
1	Electrician	1	Program Assistant –Adv.– Confidential
1	Electronic Technician Security - Senior	8.1	Psychological Associate /Psychologist-Licensed
3	Facilities Maintenance Specialist - Advanced	1	Psychologist Supervisor
2	Facilities Repair Worker – Advanced	3	Recreation Leader-Senior
1	Financial Program Supervisor	3	Secretary Confidential
2	Financial Specialist	2	Social Worker(Corrections)
1	Financial Specialist – Advanced	6	Social Worker (Corrections) – Senior
1	Financial Specialist – Senior	7	Supervising Officer 1
1	Food Service Administrator	7	Supervising Officer 2
1	Food Service Manager	10	Teacher
1	Human Resource Assistant	1	Warden

Total Positions = 338.9 Total FTE = 338.9

Retirements

Name	Title	Years of Service	Retirement Date
Merle Beard	Correctional Officer	26 years	04/24/18
Richard Johnson	CFSL 2	16 years	04/03/18
Richard Cotton	Correctional Sergeant	15 years	03/20/18
John Whyte	Recreation Leader Senior	24 years	06/08/18
Thomas Jakusz	Correctional Sergeant	16 years	05/24/18
Ronald Swensen	Correctional Officer	32 years	10/23/18

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 and the spring and fall, 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
- Variety of other law enforcement and community-related issues

2018 Community Relations Board Members

Louis Williams II Federal Correctional Institution Oxford Warden	Rick Dodd City of Portage Mayor
Jay Lejeune Federal Correctional Institution Oxford Associate Warden Operations	Ken Manthey Portage Police Department Police Chief
Dan Sullivan Federal Correctional Institution Oxford Associate Warden Programs	Steve Pegram Columbia County Director of Emergency Management Services
Ron Serna Federal Correctional Institution Oxford Captain	Marty Havlovic City of Portage District 8 Alderman
Amy Kangas Federal Correctional Institution Oxford Reentry Coordinator	Clayton Simonson Portage Fire Department Fire Chief
	Linda Nellen Madison College – Portage Campus Campus Manager

CCI COMMUNITY RELATIONS REPRESENTATIVES

Michael Dittmann, Warden
 Kalen Ruck, Deputy Warden
 Lucas Weber, Security Director
 Karla Souzek, Corr. Mgmt. Serv. Director

Kevin Pitzen, Investigative Captain
 Cynthia Neuhauser, Corrections Program Supervisor
 Mark Teslik, Chaplin

OPERATING COSTS

\$26,617,525.00

Year Ending 06/30/2018

(Fiscal Year 2018)

Permanent Salary	\$16,356,220	Food	\$1,015,200
LTE Salary	\$146,747	Variable Non-Food	\$537,811
Fringe Benefits	\$7,166,912	Fuel and Utilities	\$767,117
Supplies and Services	\$435,483	Maintenance	\$149,532
Capital	\$42,503	TOTAL	\$26,617,525

Payments Made by Inmates for Obligations and Restitution

Victim/Witness	\$15,232	Restitution	\$80,359
Court Ordered	\$27,640	Institution Restitution	\$8,779
Child Support	\$13,684	Medical Co-Pay	\$5,678
DNA	\$22,784	TOTAL	\$174,156

RECORDS

Inmate Movement Out of CCI FY2018	
Transfers Out	485
Releases: Includes Mandatory/Extended Supervision, Max Discharge, and Court Ordered Release	124
Deaths	1
Total	610

Monthly Transfers Into CCI FY2018												
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
52	56	53	56	44	38	55	63	59	52	48	51	627

Average Monthly Population												
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
828	827	825	830	822	824	823	837	840	838	843	844	

Population Breakdown by Race					
Hispanic	60	3.1%	American Indian	34	4.1%
White Non-Hispanic	345	42.0%	Asian	10	1.2%
Black	431	52.5%	Unknown	1	.01%

INMATE COMPLAINTS

FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
1809	1598	1947	2052	2085	1707	1948	2243

INMATE DISCIPLINE

YEAR	MAJOR CONDUCT	MINOR CONDUCT	TOTAL APPEALS
2009-10	1460	537	293
2010-11	1636	623	317
2011-12	1170	512	237
2012-13	1310	550	294
2013-14	1300	500	326
2014-15	1210	371	231
2015-16	1543	715	167
2016-17	1889	1492	269
2017-18	1958	1425	219

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 FY2018:

- 821 reclassification hearings conducted
- 528 written inmate correspondence requests addressed
- 132 early reclassification hearing requests processed

VISITING

Visiting is offered seven days per week, eight hours per day, with afternoon and evening hours Monday through Friday and morning and afternoon hours on weekends 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. This fiscal year, the CCI Visiting Room was upgraded with new paint, chairs, and tables. Sesame Street came to life in a mural painted by inmates to make the room have a happy, friendly atmosphere.

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 the need of 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 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.

Mindfulness Group

A bi-monthly Mindfulness Group is held for GP and SMU offenders. Mindfulness refers to paying attention to and seeing clearly whatever is happening in our lives. The group assists in developing a calmer approach to managing everyday problems, and it assist individuals in recognizing habitual, often unconscious, emotional, and physiological reactions to everyday events. Mindfulness is an empirically supported approach to cultivating clarity, insight, and understanding.

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, play with different peers. Games that incorporate teamwork, such as Pictionary and Guesstures are also offered to emphasize teamwork and increase social interactions.

Friday Bingo and Movie Day

Each Friday, the Special Management inmates have the opportunity to partake in a game of Bingo with their peers and Mental Health Program Escort officer or watch a staff selected movie complete with popcorn. These special activities are a privilege to the SMU inmates who have maintained their General Population status and continue to demonstrate positive behavior. During Bingo the inmates can win incentives/prizes such as candy or hygiene items.

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.

Level 3 Administrative Confinement Groups

As inmates who are in Administrative Confinement earn Level 3, they are given the opportunity for additional out of cell time. Currently, a clinician works with them on having some group discussions on current events. This allows the AC inmate to improve and work on his interpersonal interactions with both staff as well as his peers.

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.

Illness Management and Recovery (IMR) Group

IMR is an evidence-based group that helps offenders set meaningful goals for themselves, acquire information and skills to develop a better understanding of how to live with their mental illness, and make progress towards their own personal recovery and symptom management. This group meets once per week for 60 minutes and is facilitated by the unit social worker and mental health program escort officer.

Resilience Group

PSU clinicians facilitate this group in order to help offenders build skills to assist them in adapting in the face of adversity, trauma, tragedy, and unexpected stressors. Goal of this group, which meets once per week for 60 minutes, include helping offenders keep an optimistic outlook for themselves and their lives; showing inmates that they do have a significant amount of control over what happens in their lives despite being in prison; and building self-esteem, self-confidence, and self-worth.

Wheelchair Accessible Tier

One of the tiers of the Special Management Units is specially designed for inmates with complex medical needs are/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.

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	17
Custodial Services	7
Building Services	3
Printing	6
Production Baking	0

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 four vocational programs: custodial services, building services, printing, and production baking. The vocational courses are designed for inmates who have already completed their academic primary need or have received their high school diploma or HSED elsewhere.

Production baking, custodial services and building services are technical college courses through Madison Area Technical College. Printing is a technical college course through Northeast Wisconsin Technical College. Upon completion of all components of these courses, students are awarded a technical college diploma. Printing students are also involved in a six week internship with BSI.

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 provides 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. CCI completed four Anger Control groups each starting with 10-12 inmates during this fiscal year with a total of 42 men receiving completion certificates.

AODA

CCI started a Substance Use Disorder program in January 2016. We contract with the Jessie Crawford Recovery Center and two facilitators present 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. Some participants were also able to complete Anger Management, using the SAMHSA Curriculum, if this was a program need for them. A total of 76 offenders have graduated from the program during this fiscal year. Shortly before the end of the fiscal year, CCI hired an AODA Social Worker which will allow for another 12 offenders to begin programming during each cycle.

Chapel Programming

The CCI chapel has a full range of programs addressing the spiritual needs of inmates. CCI has one full-time chaplain and one part-time chaplain. The chapel utilized over 100 volunteers in providing programs (including worship services, study groups, and prayer) for the seven religious groups (Buddhist, Catholic, Islamic, Jewish, Native American, Pagan, and Protestant). These volunteers are required to complete an orientation once every two years to stay current with changing policies. Volunteers are instrumental to all the groups, services, and programs that are offered at CCI, and inmates are appreciative of their time spent at the institution.

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 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. CCI completed four T4C groups each starting with 10-12 inmates during this fiscal year for a total of 40 men receiving completion certificates.

Forgiveness Group

In 2015, Dr. Gambaro, Chaplain Teslik, and Chaplain O'Boyle started a forgiveness group that focused on the topic of forgiveness using books by Dr. Robert Enright, a professor from UW Madison. Since then, we have seen remarkable healing in the men who have attended these groups. We are now on our fourth cohort. The concept of forgiveness therapy in prisons has become so popular that a number of other institutions are now running similar therapy groups. We have been privileged to have Dr. Enright at CCI in the past to speak to our inmates and staff on the effects of forgiveness.

Dr. Robert Enright and his graduate students at the University of Wisconsin-Madison are currently working with Dr. Maria Gambaro on the second phase of a research study on the effects of forgiveness therapy in the prison setting. We are thankful to the inmates who volunteered to help us exceed our goal of 100 men for the first phase of this study. The second (yearlong) phase of the study is in progress. We look forward to completing and publishing the results of this groundbreaking study.

In addition to the research group, we continue our weekly forgiveness therapy group.

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. 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. Currently a session is offered in the Special Management Unit in the morning and two general population sessions are offered in the afternoon. The general population groups have 10-14 inmates each. In fall 2015, to acknowledge the discipline and diligent practice of these men, WPMI began awarding certificates to recognize those who had attended 12 sessions (18 hours). Due to the popularity of this group, another session was added in June. This fiscal year, 19 men have received this certificate and have been able to share it during their classification review as evidence of persistence, self-care, and sincere effort to improve themselves and how they relate to others. New men regularly join the groups as others are transferred or released. Those in the group report that mindfulness helps them each day in dealing with the challenges and limitations of being incarcerated and has often

prevented the sort of actions that would have resulted in harming themselves or others, receiving a disciplinary ticket, or being placed in disciplinary segregation.

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. Three classes of ten inmates each were offered this fiscal year.

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, softball, and a cardiovascular area that consists of an elliptical machine and recumbent bikes are offered or available for use. CCI installed new commercial universal gym equipment last year in the weight room. Two new commercial exercise bikes and a recumbent exercise bike were added this year. The building services crew also built bean bag toss boards which replaced the horseshoe pits. Intramurals (sports competitions between units) restarted in February of 2017.

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 35 inmates per day 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 seven days per week. Hours of operation are 6:00am to 10:30pm daily. A nurse is on-call during off hours with an on-call physician available 24/7.

HSU is comprised of one health services unit manager, one full-time physician, eight nurse clinicians, three agency LPNs, one medical assistant, and one medical program associate assistant. In addition, one dentist, one dental assistant, and one hygienist staff an on-side dental clinic.

Each inmate is seen a minimum of one time per year for an annual screening. Ancillary services include: physical therapy, x-ray, ultrasound services, optical, and orthopedics. Dental services are provided to the inmate population as well.

Routine appointments for health maintenance are handled through chronic condition clinics, as well as weekly blood pressure clinics. Patients are referred for surgical interventions, cancer treatments, and to specialty clinics ranging from orthopedics and infectious disease to MRI scans. UW-Madison, Divine Savior Hospital, and Waupun Memorial Hospital were all utilized this year. We strive to meet our patients' needs while being cognizant of health care costs.

MENTAL HEALTH SERVICES

The Psychological Services Unit (PSU) is responsible for assessing, monitoring, supporting, and treating inmates with identified mental health needs. PSU staff is unit based at CCI. There are eight full-time and one half-time doctorate level psychologists or psychological associate positions at CCI, a psychologist supervisor, and an office operations associate. In addition to PSU staff, three psychiatrists provide services to CCI inmates. PSU staff consult with institution staff and report as needed to address inmates' mental health needs. Staff also provide on-call services after hours and on weekends. As part of the initial screening provided to inmates, PSU staff conduct a PREA screening and will provide mental health services to inmates as of result. Also, a PSU staff member leads the department's Peer Support staff training.

Inmate Mental Health Needs

The inmate 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 430 inmates at CCI with identified mental health needs: 108 inmates were classified as having serious mental illnesses (MH-2A), 18 had severe personality disorders (MH-2B), 291 had identified mental health needs but were not considered mentally ill (MH-1), and 13 had intellectual disability disorders (ID). It should be noted that CCI has more criminally and civilly committed (dually committed) inmates than any other DOC facility, and such inmates are typically transferred to WRC annually for review and potential renewal of their commitments for involuntary treatment. CCI currently operates and Special Management Unit which houses many of these offenders.

Per DAI policy, inmates with MH-1 and MH-2 mental health codes must be seen periodically for clinical monitoring. Inmates classified as MH-1 must be seen at least every six months, and MH-2 inmates must be seen at least every three months. In addition, inmates in RH status are seen weekly on rounds. There were 108 MH-2A inmates at CCI on October 1, 2018. Most offenders with mental health needs were seen more often than policy requires.

Inmate Services Offered

Not all services provided by PSU staff are in response to crisis. On average, we receive 125 requests from inmates per week. In addition to responding to inmate requests, providing crisis management, and performing clinical monitoring, PSU staff at CCI also:

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

- Monitored inmates in restrictive housing per policy
- Performed initial file screening of all inmates transferred to CCI
- Completed mental health evaluations of inmates regarding potential transfers to WSPF, the Wisconsin Resource Center, or dual diagnosis programs such as MICA or STAR
- Assessed inmates' needs for offense specific treatment (i.e., sex offense specific treatment)

MAINTENANCE DEPARTMENT

The Maintenance Department operate Monday through Friday 7:00am to 3:30pm and responds to emergencies as needed. Under the general direction of the Building & Grounds Superintendent and Building & Grounds Manager, the department employs 11 full-time maintenance staff, five correctional officers, and up to 23 inmates.

The Maintenance Department uses a computerized work order system to track all of the work order requests. Designated staff submit work order requests to the Maintenance Department. Work orders are then assigned by the Building & Grounds Superintendent or Building & Grounds Manager to the appropriate maintenance staff. Most work orders are completed within the same day; any orders that require replacement parts or other needs are completed as soon as possible and as time permits. 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.

The Maintenance Department is responsible for all physical plant maintenance including plumbing, electrical, electronic technical services, HVAC, welding, woodworking, painting, food service and laundry equipment repair, and landscaping/grounds keeping.

Maintenance accomplishments in FY2018:

- Completes 5,846 work orders
- The CCI garden harvested a total of 2,705 pounds of produce, reducing food vendor costs
- Finished up construction of our new Health Services Facility and continued construction on our Restrictive Housing Unit
- Installed Electronic Water Shut-offs in Housing Units 4 and 5
- Designed, fabricated, and installed trap boxes in HU7 and Restrictive Housing Unit 2

FOOD SERVICE

The Food Service Department operates seven days a week. The main kitchen is in operation from 4:00am to 6:00pm. Under the Supervision of the Food Service Administrator and a Food Production Manager, Food Service employs six full-time Correctional Food Service Leaders, one Correctional Officer, and approximately 30 directly supervised inmate workers. Approximately 2,760 meals are served per day with an average cost of \$1.04 per meal.

BADGER STATE INDUSTRIES

Print Shop 927

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

Under the supervision of the BSI supervisor, the print shop's operations are performed by two industries specialists and approximately 16 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 printed over 2,000 jobs. 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, and temporary license plates for the DOT.

ADA COORDINATORS

Primary: Pam Schmidt, ABE/Special Education Teacher
Alternate: Jason Thompson, Building & Grounds Superintendent

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 300.00.32 for further information.

COMPAS COORDINATORS

Primary: Lindsay Walker, Unit Manager
Alternate: Vacant

LEP COORDINATOR

Primary: Maria Boettcher, ABE Teacher

PREA INVESTIGATORS

Primary: Kevin Pitzen, Investigations Captain
Alternate: Gwen Schultz, Administrative Captain
Lindsay Walker, Unit Manager
Joseph Cichanowicz, Training Captain
Jon Bussie, Captain
Robyn Loden, Lieutenant

ACRONYMS

ABE	Adult Basic Education	IMR	Illness Management & Recovery
AC	Administrative Confinement	LEP	Limited English Proficiency
ADA	Americans with Disabilities Act	LPN	Licensed Practical Nurse
AODA	Alcohol & Other Drug Abuse	LTE	Limited Term Employee
BSI	Badger State Industries	MICA	Mental Illness Chemical Abuse
CBISA	Cognitive Behavioral Interventions for Substance Abuse	MRI	Magnetic Resonance Imaging
CCI	Columbia Correctional Institution	PREA	Prison Rape Elimination Act
DAI	Division of Adult Institutions	PSU	Psychological Services Unit
DCI	Dodge Correctional Institution	R&O	Reception & Orientation
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
		WSPF	Wisconsin Secure Program Facility