



WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Kevin A. Carr

Felmers O. Chaney Correctional Center

Date: July 2, 2020

To: FCCC Staff and Persons in Our Care

From: Captain Morris

RE: Video Visitation

Beginning July 11, 2020, all persons in the care of FCCC will be eligible for one 20 minute video visitation every two weeks. We will evaluate this process on a regular basis to determine if space will allow for more visitation opportunities.

Procedure

1. Visitors must have previously completed a Visitor Questionnaire (DOC-21AA) and be on your approved visiting list. Children or minors will be allowed to visit as long as they are already on your approved visiting list.
2. Everyone will be eligible for this free service.
3. Eligibility will be determined on PIOC current status or disciplinary status restrictions in accordance to WIDOC 303.
4. You are responsible for contacting individuals you wish to visit with and provide them the information on how to schedule a visit. Visits are scheduled on a first come first serve basis as space is limited. Please note there will be no special accommodations for visits

Visits can be scheduled by emailing the addresses below:

DOCWCCSFCCCZoomVisits@Wisconsin.gov

5. Visits will be scheduled every 30 minutes (11:00, 11:30, 12:30, etc.) but will only be a maximum of 20 minutes in length. This is to allow proper cleaning between visits and to ensure connectivity.
6. Visiting schedule is as follows

- Saturdays and Sundays 11:00 AM - 4:30 PM

Once your visit has been scheduled, Ms. Baas will print out the schedule indicating the day, time and visiting booth number. It is your responsibility to ensure you arrive on time. Your visitor will then receive an email confirmation indicating the date, time and a link to connect to the visit. Visits are conducted using ZOOM. It is suggested that visitors download the ZOOM app prior to the visit to ensure accessibility. The app can be downloaded on their computer, laptop, cell phone, or tablet.

7. You are to report to the classroom only at your designated time. During these hours no other

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classroom activities will be allowed.

8. Due to scheduling limitations, visits will not be rescheduled due to tardiness by the visitor or the PIOC.
9. You are required to be fully dressed during your visit. No tank tops. Shorts will be allowed.

Prohibited conduct

1. DAI Policy # 309.06.01 – Visiting, is to be adhered to at all times.
2. PIOC are responsible to inform their visitors of all the rules governing their visit. Any violations will result in the termination of the visit and is subject to suspension of visits by the Superintendent.
3. Conversation during visits will be held to a normal tone of voice to not disturb others. Only one warning will be provided in regards to this matter before the visitation is terminated.
4. Visitor attire cannot have any of the following:
 - Exposed undergarments.
 - Clothing with revealing holes, tears, or slits.
 - Clothing or accessories with obscene or profane writing, images or pictures.
 - Gang-related clothing, headwear, shoes, logos, or insignias
 - Transparent/translucent (see-through) clothing.
5. Video visiting will be terminated immediately if there are any suspicion of illegal activities, any behavior that would be deemed inappropriate in the visiting room setting, or any inappropriate behavior outlined as unacceptable in accordance to DAI Policy - 309.06.01. This includes but is not limited to the following:
 - Sexual acts or nudity
 - Drug and alcohol use during the visit
 - Showing of objects identified as a threat (firearms, weapons, knives, etc.)
 - Inappropriate language
 - Inappropriate location of visitor (bar, night club, etc.)
 - Operating a vehicle during the scheduled visit