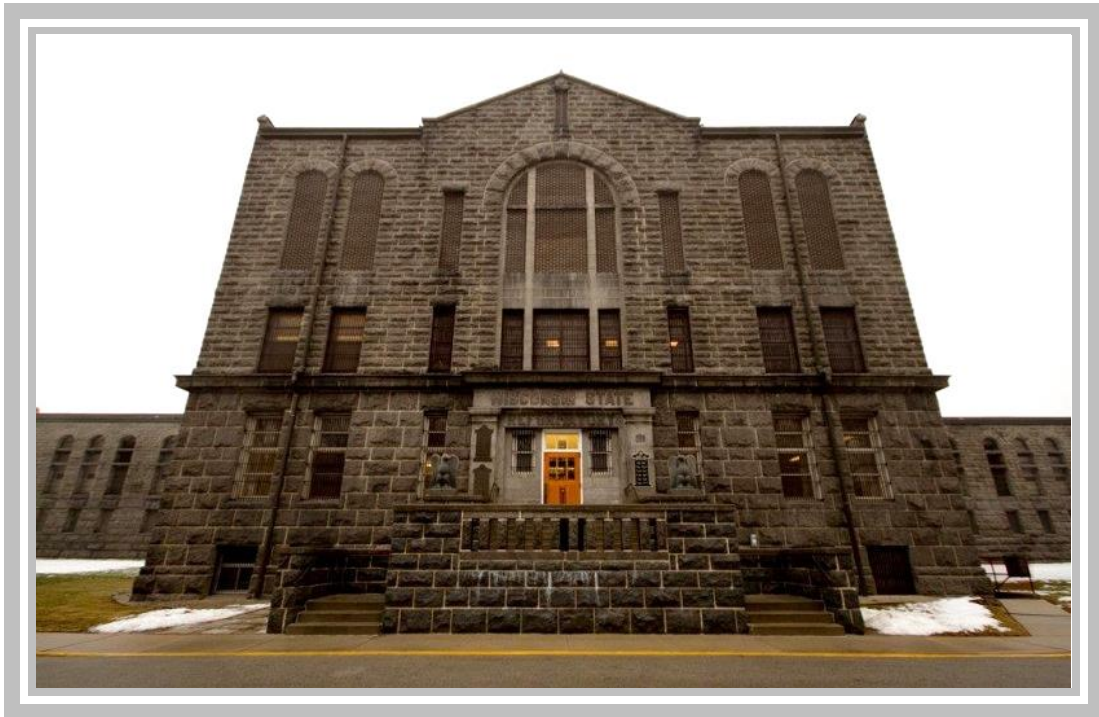


**GREEN BAY
CORRECTIONAL INSTITUTION**

**Annual Report
Fiscal Year 2018**



**Wisconsin Department of Corrections
Division of Adult Institutions**

Scott Eckstein, Warden

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Message from the Warden

We are proud to present the Green Bay Correctional Institution annual report for Fiscal year 2018. This report documents and acknowledges the hard work and dedication of our staff to meet the mission of the Department of Corrections.

This year presented many challenges of which the staff at GBCI responded to effectively. These challenges included our continued efforts to improve our ability to recruit and retain employees. These efforts included expansion of our recruiting efforts and the facilitation of an Officer Academy class held within the walls of GBCI. Thanks to the efforts of GBCI and CTC staff the class was a success.

A number of major projects are ongoing while others are in the planning stages. These projects include upgrades to our institution camera system, electronic medical records, implementation of body worn cameras and upgrades to the plumbing and electrical infrastructure in both the north and south cell halls.

We are very proud of our staff and their tireless efforts to successfully provide professional services to the inmates housed at this facility all while maintaining a safe and secure environment. We look forward to the upcoming year and the opportunity to add to GBCI's long history of achievement.

Scott M. Eckstein, Warden

Purpose Statement

Green Bay Correctional Institution strives to ensure the safety of the public, staff, and offenders by operating a safe, secure and humane institution. The institution provides offenders with opportunities to participate in meaningful programs and activities to increase successful reintegration into the community by preparing and guiding offenders in making necessary life changes, as well as helping with resources for essential reentry into society.

History of Green Bay Correctional Institution

The Green Bay Correctional Institution is a maximum-security correctional institution that is administered by the Department of Corrections, Division of Adult Institutions. It is centrally located in Brown County between Green Bay, De Pere and the Fox and East Rivers.

In 1897, the Wisconsin Legislature approved \$75,000 for construction of a state reformatory for male offenders ranging in age from 17-30 years old. An old, brick bicycle factory and 198 acres were purchased, then named the Wisconsin State Reformatory (WSR), which first housed eight inmates, transferring from Waupun Correctional Institution on August 31, 1898.

Prison construction occurred in the next two decades: North Cell Hall from 1898-1904; South Cell Hall and Administration Building from 1915-1922; and a wooden fence by 1916 for the main compound, which was replaced seven years later by the 22-foot concrete wall that still stands today. These new facilities would serve a population of more than 800 inmates.

In order to alleviate overcrowding in 1932, the State Legislature altered the age requirements for offenders housed at WSR to 16-25 years. In 1972, WSR became a maximum-security prison for adult males. The name was changed to Green Bay Correctional Institution on July 1, 1979.

The majority of the now 29-acre grounds are contained within the perimeter walls. GBCI's current population of just over 1,090 offenders is housed in the two original 294-bed cell halls, one dormitory unit, a mainstream unit, and a restrictive housing unit. The facility also includes a kitchen; two dining rooms; a power plant; textile facilities; academic and vocational education; health services; a chapel; psychological and social services; maintenance facilities; indoor and outdoor recreation facilities; a shower building; a visiting room; and administrative offices.

Institution Facts

- GBCI opened: August 31, 1898
- Security level: Maximum - male
- Operating capacity: 749
- Average daily population: 1,093
- Uniform staff: 216
- Non-uniform staff: 120
- Inmate to Staff ratio: 3:1
- Number of acres: 29
- Inmate restitution: \$152,013.83
- Annual Operating Budget \$38,062,283

Unit Management

The Unit Management system of supervision was initiated at Green Bay Correctional Institution in January of 2017. GBCI is divided into three general population areas for supervision; the North Cell hall, South Cell hall, and Dorm A\MU\TU\Step Unit to be supervised by one of the three corrections program supervisors.

Unit management is an approach to inmate management in which the total inmate population of an institution is subdivided into smaller groups, which operate semi-autonomously. Through unit management, inmates are housed in decentralized units and managed by a familiar core team, with whom they communicate and interact with daily. This increased communication and interaction between staff and inmates allows staff to proactively address inmate concerns, and to better familiarize themselves with the inmates assigned to their living areas. Assigned staff to each unit include at a minimum, a unit manager, correctional sergeants and officers, and social workers. Through unit management, inmates live among and participate in activities with inmates housed within the same unit. Together, they function in a micro-community, where they are provided with a range of services and programs, perform assigned jobs and develop a rapport with a dedicated unit team, who help ensure proper and responsive care.

Unit management is equally as advantageous for staff as it is for inmates. Communication between unit staff and administration is greatly increased, as frequent interactions with the unit manager regarding daily activities takes place on a consistent basis. The gap between line staff and administration greatly decreases, as the unit manager provides a link between staff who work regularly with the inmates, and staff who are charged with making executive decisions regarding the institution. Unit management also allows for a singular point of contact for other areas of the institution when there is question or concern regarding inmates, and allows for a faster, more consistent response.

Education

Adult Basic Education (ABE) program consists of the following:

1. High School Equivalency Diploma (HSED) preparation for those student/inmates who score at the 9.0 grade level and above on the TABE. This instruction includes Mathematics, Communications, Social Studies, Science, Literature, Health, Civics, Employability Skills, and Career Awareness.
2. Vocational Course/Program offerings include instruction leading to vocational technical college diplomas/certificates through Northeast Wisconsin Technical College (NWTC). Diplomas or certificate programs are offered in the following areas: Barber/Cosmetology, Wood Tech/Cabinetery, Masonry, Office Assistant Program, and related courses in Math, Communications and Computer Literacy. In order to be considered for enrollment in these programs, the student inmate must have completed his high school education successfully and scored at an 8.0 or better grade level on the TABE in Math and Communications.

Enrollment: Many students are enrolled in more than one level of classes due to differing scores and abilities in Math and/or Communications. Student enrollment statistics are below:

Graduates and Program Completions: Our school had many students show achievement in small steps and also in total program completions:

1+ HSED Exam Tests passed (Entire set not completed).....	126	Barber/Cosmetology.....	5
Completed HSED-Diplomas.....	19	Masonry	10
Financial Lit.....	2	Office Assistant	7
Barber/Cos. State Boards.....	6	Wood Tech/Cabinet Making	7

Additional Programs

1. English as a Second Language Program (ESL)
2. Wisconsin Institutions Literacy Council Program (WILC).
3. Teaching Respect, Educating Kids (TREK)
4. Re-Entry
5. Financial Literacy

Additional Community Projects

GBCI was again involved in community service through the following projects undertaken by students enrolled in vocational education programs: 1) Masonry students made and painted numerous concrete birdbaths, planters and military stepping stones which were donated to civic organizations and institutional fundraising efforts. 2) Wood Tech students made and finished projects such as jewelry boxes, wooden toys, and wall shelves all donated to non-profit groups. Proceeds from all items made in these vocational programs went towards supporting non-profit entities. 3) In addition, approximately 20 inmates had their hair cut by the Barber/Cosmetology students and donated it to Locks of Love.

Treatment Services

Under the leadership of three Corrections Program Supervisors, a staff of six general population Social Workers and one restricted status housing Social Worker provide overall case management and treatment programming to the inmate population. Case management provides basic direction regarding institutional programming and adjustment during an inmate's incarceration along with more specific duties, such as Correctional Offender Management Profiling for Alternative Sanctions (COMPAS) assessment, Unified Case Planning, parole planning, special placement needs, marriage screening, coordinating release/reentry planning including interstate placements, and working with the DCC field staff to set up approved placements and functioning as focal point of the Re-entry Program.

Casework counseling provides basic personal and emotional counseling revolving around an inmate's incarceration including daily living problems, family problems, marital problems, and assessing more specific program and treatment needs, which may entail referral to Psychological Services or recommendation for transfer to other facilities for specific treatment programming. Social Workers also provide Thinking for a Change, Anger Control, Domestic Violence, and

Social Skills programming groups on a continual year round basis.

A general population Social Worker is assigned to the Mainstream Unit to work with inmates in the special management unit. Basic coping skills and education are the focus of this unit and the Social Worker is an integral part of a team approach to manage this population of inmates who need closer guidance to cope with prison incarceration.

In the past, one general population Social Worker had been assigned a caseload exclusively consisting of all inmates who are approximately within one year from release. During this past year, we have now transitioned this release specific caseload to all general population Social Workers. Social Work staff assist inmates in acquiring State of Wisconsin identification cards, vital documents, BadgerCare calls, and referrals to various community resources. Several community-based programs such as Opening Avenues to Reentry Success (OARS), Disabled Offenders Economic Security Project (DOES) and the Community Corrections Employment Program (CCEP) have been enacted to work with soon to be released inmates in an effort to transition them successfully into the community.

Job/Reentry Fair GBCI holds an annual job/reentry fair for inmates preparing to reenter the community. General population inmates who release within one year past the designated job fair date are invited to attend. A multidisciplinary committee of staff coordinates vendors, monitor workshops, and mentor inmates throughout the duration of this event. Inmates are interviewed, oriented, and required to complete the employment reentry module, as well as attend all preparation workshops facilitated by the Wisconsin Department of Workforce Development (DWD) and Northeast Wisconsin Technical College (NWTC) prior to attending this event.

Alcoholics Anonymous (AA) is a voluntary support group who shares their experience, strength, and hope with each other that they may resolve their common problem and help others to recover from alcoholism. AA is not allied with any sect, denomination, politics, organization, or institution. The primary purpose is to stay sober and to help other alcoholics achieve sobriety. Area community AA members volunteer their services to the institution's group. The group consists of 15-20 inmates under the supervision of a Social Worker. The group meets weekly and has been on-going for over five decades.

Narcotics Anonymous (NA) Group is modeled after the AA 12-step program, this voluntary support program meets twice a month with up to three NA volunteers in each session along with one staff supervisor (Social Worker). The goal of the group is for the participants to maintain sobriety through a system of support and education.

Self-Management and Recovery Training (SMART). This voluntary program assists inmates to gain recovery skills for all types of addictive behaviors, including: alcoholism, substance abuse, gambling addiction, and addiction to other substances and activities. The SMART Recovery Program offers tools and techniques for each program point: building and maintaining motivation, coping with urges, managing thoughts, feelings and behaviors, and living a balanced life. The group consists of 15-20 inmates under the supervision of a Social Worker.

Community Corrections Employment Program (CCEP) The CCEP Work Experience Program provides real-world experience in a job setting to prepare participants to move into permanent employment. The program offers participants an opportunity to obtain hands-on job experience, create a work history, generate positive work references, and receive an immediate, basic income.

Opening Avenues to Reentry Success (OARS) Community case managers work closely with the inmate, facility staff, and the agent to develop an individualized case plan and prepare for transition to the community. After release, The OARS program can provide participants assistance with obtaining and maintaining safe and affordable housing. Case managers work closely with community providers to develop access to quality psychiatric care and medications. The OARS team also works toward healthy and meaningful structured activities, including educational programs and employment.

Disabled Offenders Economic Security Project (DOES) is sponsored through the Department of Corrections' Becky Young Reentry Initiative. An Attorney Benefits Specialist from Legal Action of Wisconsin (LAW), Inc., assists inmates with serious medical and mental health problems as they plan for their community release. This legal representative meets face-to-face with high risk inmates prior to their release to determine SSI/SSDI benefit eligibility.

Circles of Support Program A representative assists inmates that are released in and around the Green Bay area with issues of employment and treatment needs. This program is sponsored by Goodwill of North Central Wisconsin.

Veterans Group The Veterans Group meets on a monthly rotation and is geared to provide education and support to all GBCI incarcerated veterans. The Green Bay Veteran Service Officer from the Job Services Center is available for consult and attends groups upon request. Veterans can write to Social Services for more information regarding benefits and opportunities and information is available in the prison library for their review and reference.

Sesame Street Project is coordinated by a Social Worker and provides information to parents and caregivers of children whose father is incarcerated. This program is designed to lessen the trauma on the children in their coping with having a father in the Wisconsin Prison System. Informational packets (kits) are provided to any and all interested adults in the Visiting Room at GBCI.

Chapel Services Two Chaplains provide religious services for 8 umbrella religious groups. In addition to weekly services and special religious programming, the Chaplains provide crisis intervention services as well as support programming for inmates, as needed. Outside volunteers provide a myriad of programming for various religious affiliations.

Angel Tree Program is facilitated by a Chaplain. This program provides gifts for hundreds of children of incarcerated inmates. This popular program continues to draw larger numbers of inmates' children each year.

Anger Control (AM) Green Bay Correctional Institution Social Workers facilitate Anger Control programming. This cognitive behavioral intervention program consists of 20 sessions, delivered in a closed group. This program targets criminogenic needs with clients assessed as high or moderate risk on the COMPAS assessment tool. Anger Control helps participants improve social skill competence and moral reasoning, better manage anger, and reduce aggressive behavior and ultimately reduce recidivism. Program techniques are designed to teach participants how to control their angry impulses and take perspectives other than their own. Social Skills instruction prepares group members to engage in pro-social interactions based on self-understanding and consideration of the impact of their actions on others. Problem solving skills integrates the two previous interventions to provide group members with an explicit step-by-step process for addressing challenging and stressful real life situations.

Thinking for a Change (T4C) Thinking for a Change is a cognitive behavioral intervention program

which consists of 25 lessons, delivered in a closed group. This program targets criminogenic needs with inmates assessed as high or moderate risk on the COMPAS assessment tool. Thinking for a Change consists of three components: cognitive self-change, social skills, and problem solving skills. Cognitive self-change teaches individuals a concrete process for self-reflection aimed at uncovering antisocial thoughts, feelings, attitudes, and beliefs. Social skills instruction prepares group members to engage in pro-social interactions based on self-understanding and consideration of the impact of their actions on others. Problem solving skills integrates the two previous interventions to provide group members with an explicit step-by-step process for addressing challenging and stressful real life situations.

Domestic Violence (DV) The Domestic Violence Program is a cognitive behavioral intervention program that consists of 43 one and a half hour sessions, delivered in a closed group. This program targets criminogenic needs with clients assessed as high or moderate risk on the COMPAS assessment tool. This Domestic Violence program focuses on three components; cognitive self-change, social skills and problem solving skills. Cognitive self-change teaches individuals a concrete process for self-reflection aimed as uncovering antisocial thoughts, feelings, attitudes and beliefs. Social Skills instruction prepares group members to engage in pro-social interactions based on self-understanding and consideration of the impact of their actions on others. Problem solving skills integrates the two previous interventions to provide group members with an explicit step-by-step process for addressing challenging and stressful real life situations.

Recreation Activities Organized softball, handball and basketball provide interested inmates an opportunity to compete in a structured programming through the direction and coordination of staff Recreation Leaders. Tournaments to include handball, iron man, horseshoes and basketball are on-going.

Treatment Center Units

Mainstream Unit

The Mainstream Unit (MU) is a small, 25-bed unit designed to house low functioning, vulnerable inmates who have an education need. The unit is mostly self-contained, meaning most services are provided on the unit. The Mainstream Unit is staffed by sergeants, officers and a full-time teacher.

Inmates who reside on the Mainstream Unit are expected to participate in school and other programming which is offered. There are two inmate tutors who are utilized to assist inmates in their schooling efforts. MU also has a live-in tutor who resides on the unit with the inmates, for a period not to exceed two years.

There is a Multi-Disciplinary Team which oversees the progress of inmates housed in the Mainstream Unit. This team consists of the following: program supervisor, registered nurse, teacher, PSU staff, social worker and a representative from the unit staff. The team conducts weekly staffing with MU inmates.

Some inmates in the Mainstream Unit have been managed with individual plans that are designed to reduce the opportunities for rule violations and thereby keeping the inmates out of Restrictive

Status. These plans have been highly successful and the inmates remain in the Mainstream Unit.

The inmates in the Mainstream Unit participate in voluntary community service projects which include knitting and sewing. This year, hundreds of items were donated to various charitable organizations. These items included hats, mittens, bibs, quilts, baby blankets, animal beds, duffel bags, and eyeglass cases.

Transition Unit

The Transition Unit (TU) is utilized to house intake inmates who have recently transferred to GBCI. The unit is also utilized to house inmates on transition plans. A transition plan is utilized for inmates who have spent lengthy periods of time in the Restrictive Housing Unit (RHU), so they can gradually adjust to a more open, less restrictive environment which affords more freedoms than those experienced during their time housed in the RHU.

STEP Unit

The STEP Unit houses Disciplinary Separation (DS) 3 inmates. DS3 inmates have earned their way through the disciplinary separation step process by demonstrating good behavior and positive adjustment. DS3 inmates are housed on the STEP Unit to assist them in transitioning back to general population.

Psychological Services

The Psychological Services Unit (PSU) provides a variety of mental health services to 576 GBCI inmates who have been identified as having a mental health need. Among those, 23% (133) have been identified as having some form of serious mental illness as defined by DOC's Mental Health Classification system (MH-2A and MH-2B). Services provided by PSU staff include individual therapy, group therapy, psychological testing, psychiatric referral, crisis intervention, 24-hour on-call services for mental health emergencies, referral to specialized treatment facilities [e.g., Wisconsin Resource Center (WRC)] as needed, mental health rounds in the Restrictive Housing Unit (RHU), and periodic monitoring of all inmates on the mental health caseload. Other essential functions handled by PSU staff include providing copies of records in response to appropriate requests by treatment providers and outside agencies (e.g., Social Security Disability Determination Bureau), scheduling and monitoring file review appointments in response to inmate requests, and providing training on mental health issues (e.g., suicide prevention) to institution staff.

During the 2017 fiscal year there has been a continued focus across DOC on Restrictive Housing Units, with particular attention toward concerns about mental health functioning among inmates housed in such units. If an inmate who is identified as having a serious mental illness receives a major conduct report, PSU staff conducts an assessment to determine whether mental health concerns should be considered as mitigating factors. If an inmate with a serious mental health condition will be remaining in restrictive housing for more than 60 days, a Behavior Management Plan (BMP) is written. The BMP includes input from Security, Social Services, Health Services, Education and PSU.

Suicide prevention and crisis intervention are core features of the services provided by PSU clinicians. Given the unique features of the GBCI inmate population, such as the high proportion

of late adolescent/early adult males with lengthy prison sentences, episodes of disruptive and/or self-injurious behavior among those with identified mental health problems are common. This is reflected in the high number of Observation placements that occur each year due to self-injurious behavior, suicide attempts and threats of self-harm. Annually, there are typically 500-550 Observation placements at GBCI. PSU staff provide an initial assessment of self-harm risk, monitor this risk by making individual contact with each inmate in Observation status each working day, and conduct a minimum of two follow-up risk assessment contacts within the week immediately following an inmate's release from Observation status. With an average length of stay in Observation of approximately 3 days, Observation services alone (initial placement, daily contacts, and required follow-ups) generated more than 2000 individual documented contacts between PSU staff and inmates during this fiscal year.

PSU staff at GBCI recognize that some inmates may have mental health treatment needs that exceed our resources, and as a result maintain a close working relationship with the Wisconsin Resource Center (WRC). Over the past year, we have referred about 65 inmates to WRC. GBCI PSU staff participate in monthly meetings at WRC during which treatment progress and potential referrals are discussed. In addition, GBCI PSU participate in an 'Outreach' program with WRC staff. This involves WRC staff making monthly visits to GBCI to meet with inmates who have returned to GBCI from WRC with the purpose of monitoring their adjustment and progress.

PSU staff also conduct an intake interview and file review of each inmate who enters GBCI with an identified mental health need. In a typical year this amounts to close to 300 intake assessments in general population, with an additional 50-100 intake assessments occurring in the Restrictive Housing Unit when inmates transfer from another institution directly to GBCI's RHU.

Security

Security is responsible to maintain order and discipline at the institution. Other critical programs and services would not be able to be offered to the inmates without the security services provided by the uniformed staff. In addition to security staff providing a safe, secure, and humane place for rehabilitation, security staff ensure it is a safe place for the non-uniformed staff to work. Only through the cooperative efforts of security and non-security staff, is GBCI able to achieve our mission and keep everyone safe.

GBCI employs 216 uniformed staff. Officers are supervised by 8 Lieutenants and 7 Captains. The Security Department head is called the Security Director and he is responsible for monitoring all security practices related to custody and safety.

A total of 6,106 Conduct Reports for inmate discipline were processed during the past fiscal year. Minor conduct reports: 3,630, Major conduct reports: 2417, Dismissed: 59. Appeals of these conduct reports numbered 238.

Visits

During this fiscal year, there were a total of 8,410 inmate visits and 14,211 visitors.

Maintenance Services Department FY18	
Item	Accomplishments
Fabricate 32 Tables for New Visitor Center	January 2018
Install RHU Water Heaters & Associated Piping	August 2017 – September 2017
Frame-Off Rebuild of RHU Food Delivery Truck	August - September 2017
Fabricate 40 Institution Beds	July 2017 – February 2018
Fabricate 12 Key Drop Boxes	July 2017 – December 2017
Fabricate & Install 40 Secured Vent Covers for Treatment Center Cells	September 2017 – February 2018
Convert Second Floor Shop Building into Training Center in Preparation of GBCI Academy	February 2018 – April 2018
Prep Work for Moving into New Visitor Center	January 2018 – February 2018
Paint Outside Recreation Building	July 2018
Install Conduit/Cabling for Kiosks – Cell Halls	December 2017 – February 2018
Prep Laundry Building for BSI Textiles Use	January 2018 – June 2018
Fabricate & Install Anti-dashing Shields to Each RHU Cell	July 2017 – September 2017
Convert all Chalkboards to Whiteboards in School	December 2017 – June 2018
Perform Institution Wide Steam Trap Survey	February 2018
Expand MATV System in Dorm	July 2017 – January 2018
Outside Recreation Phones Lines Converted to Fiber Optic	August 2017
Install Name Plates On Each Cell in NCH & SCH	September 2017
Cleanup from Sewer Main Overflow	April 2018
Work Related to Server Room Upgrade	May 2018 – June 2018
Work Orders for Fiscal Year:	Preventive = 2,177 Corrective/Modification = 3,239 Total Work Orders = 5,416

Brown County Corrections Relations Board

The Green Bay Correctional Institution, Community Corrections, and Sanger B. Powers Correctional Center maintain a joint Corrections Relations Board. Membership consists of local and state governmental officials, business leaders, and citizens. Information concerning changes or trends that are occurring within the agencies is presented, in order to keep all members informed of new or on-going issues. The members provide us with input into community issues that may have an impact on our operations.

This board had many accomplishments. Our partners in DCC have provided numerous presentations continuing to educate the community about sex offender issues. Members of our board operate community Circles of Support to provide a local support group available to assist offenders released into the Brown County community. The members of this board have been involved in educating Brown County on community issues as well as correctional ones.

Mission Statement

The purpose of the Brown County Corrections Relations Board is to review information and generate recommendations regarding program developments and practices for offenders that advance community safety.

This Board will strive to:

1. Enhance individual offenders' knowledge of and access to resources to allow successful reintegration into the community.
2. Develop continuity of supportive services for offenders, and those on community supervision to promote success within the community.
3. Create opportunities for restorative justice for victims and offenders.
4. Develop collaborations with community partners to build a strong network of service providers.
5. Provide information and education to community members to enhance understanding of issues.

Americans with Disabilities Act

The Americans with Disabilities Act (ADA) applies to staff, offenders, and visitors to GBCI. The institution has a primary ADA Coordinator and a back-up ADA Coordinator. We work diligently to ensure fair and equitable treatment of inmates and members of the public with disabilities who seek access to DAI services, programs or activities.

Green Bay Correctional Institution has made reasonable accommodations for both inmates and visiting members of the public under the auspices of the Americans with Disabilities Act. Some accommodations provided include but are not limited to: interpreters, vibrating alarm clocks for inmates who are deaf, TTY relay phone services, video-phone, and large print literature.

Requests by inmates for Americans with Disabilities Act qualification are processed in a timely manner. Upon receipt of a request for an ADA accommodation, the ADA Coordinator investigates and/or validates the information provided after thorough evaluation with qualified experts. Accommodations are then made as appropriate.

Records Office

The GBCI Records Office is responsible for the maintenance of accurate inmate records involving lawful custody and release of inmates as directed by the Wisconsin Statutes, Department policy, and court rulings. This includes management of inmate legal and social service files, coordination of Parole Commission hearings, facilitation of release, transfer and admission data; processing, calculating and updating of new sentence information; facilitation of court pick-ups, and scheduling of attorney visits and phone calls. In addition, the Records Office processes interstate and intrastate detainer requests, assists with inmate requests for speedy disposition of warrants and detainers, service of process, verification of time served, and provides back-up notary service to inmates and staff. In addition, staff also maintains the Visiting List computer files. The Records Office consists of four staff members and is located in the Treatment Center, Second Floor.

Statistical data for the inmate population is listed below:

Type of Offenses		
Violent Offense	965	(88.2%)
Property Offense	67	(6.1%)
Drug Offense	37	(3.4%)
Public Order Offense	25	(2.3%)

Movement-Transfers	
Transfers In	373
Transfers Out	209
Releases	175
Deaths	3
Total	760

Race/Ethnicity		Age			
White	401 (36.5%)	19 <	19 (1.7%)	45 – 49	77 (7.0%)
Black	635 (57.8%)	20 – 24	192 (17.5%)	50 – 54	58 (5.3%)
American Indian	52 (4.7%)	25 – 29	219 (19.9%)	55 – 59	39 (3.6%)
Asian	10 (0.9%)	30 – 34	201 (18.3%)	60 – 64	19 (1.7%)
Hispanic	13 (5.8%)	35 – 39	148 (13.5%)	65 & over	15 (1.4%)
		40 - 44	111 (10.1%)	Average Age 34.7 yrs.	

Inmate Monthly Population			
2016		2017	
July	1091	January	1085
August	1092	February	1075
September	1093	March	1073
October	1093	April	1087
November	1089	May	1075
December	1098	June	1088

Health Services Overview

Staffing: The Health Services Unit (HSU) has scheduled on-site RN coverage 24/7 with the exception of Saturday 12:00 a.m. - 5:30 a.m. and Sunday 12:00 a.m. - 5:30 a.m. When there is not an on-site RN, there is an RN on-call. LPN staff, both permanent and LTE, are on-site daily assisting with medication activities. Other staff includes the Health Services Director, Physician, Nurse Practitioner, Dentist, Psychiatrists, Medical Program Assistants, Dental Assistant and Dental Hygienist, who work Monday through Friday with varying hours depending on operational needs.

Other Medical Services: Other medical services are provided for patients via contracted health care providers or LTE staff. On-site services include the following: X-ray, Ultrasound, Optometry, Physical Therapy and Fibro scans. For specialty consultations, patients are seen by local providers, UWHC-Madison and Waupun Memorial Hospital specialists with prior authorization from the Bureau of Health Services. Urgent and Emergency medical services are provided by various local providers.

Medications: Based on a prescriber’s order, patients receive non-controlled medications, which are kept in the patients’ rooms; and controlled medications, which are administered by nursing or correctional staff four times a day (i.e., a.m., noon, p.m. and bedtime). Medication distribution is documented on a Medication Administration Record (MAR).

Medical Monitoring: The HSU has two private, secured rooms, which are utilized for close medical monitoring and treatment as ordered by the physician. Due to staffing patterns and coverage, patients who require 24-hour hands on nursing care are transferred to the DCI Infirmary where their medical needs can be met.

HSU Staffing Level	
HSU Director Nurse Practitioner (Agency)	Physician
Nurse Clinician II’s (2 - 1.0 FTE, 1 - 0.8 FTE, 1 - 0.7 FTE, 4 - 0.6 FTE and 4-LTE positions)	Licensed Practical Nurses (1-0.6 FTE, 2 - 0.5 FTE)
Medical Program Assistant Associate (1 – 1.0 FTE) Medical Program Assistant (1 - 0.75 FTE)	Dentist Dental Assistant Dental Hygienist (0.3 FTE)
LTE Psychiatrists (32 hrs/wk) LTE Psychiatric APNP (15 hrs/wk)	Agency (As needed)

HSU Statistics: Treatment Off-Site		
Type of Treatment	No. of Patients	% of Change
Off-Site Treatment Appointments		
<i>Emergency Room/Admissions - Local</i>		
St. Vincent Hospital ER/admissions ⁸	113	-63%
<i>Non-emergency, pre-scheduled appointments</i>		
Local (Green Bay/Fox Valley area) ⁹	768	+8%
DCI (oral surgery) ¹⁰	0	-100%
Waupun Memorial Hospital (affiliates) ¹¹	7	+0%
UWHC-Madison: on-site appointments ¹²	65	-32%
UWHC-Madison: telemedicine ¹²	23	-11%

⁸Number of patients sent to the local ER, including admissions, is maintained and available through the DOC Third Party Administrator—Vestica.

⁹ Consultations, procedures and surgeries have increased access to care and standard of care in a timelier manner with improved physician to physician communication and decreased transportation costs.

¹⁰Now are done on-site except in rare occasions.

¹¹The Waupun Memorial Hospital (affiliates) appointments has provided timely access to care.

¹²The UWHC-Madison appointments includes categories of on-site appointments at the hospital and via video, which is referred to as telemedicine.

Offender Classification

The Program Review Committee provides a systematic review of an inmate's custody level, program needs and placement. The full PRC committee customarily consists of the Offender Classification Specialist, a Security Supervisor, Education Director, and a Corrections Program Supervisor. The committee is charged with the responsibility to review an inmate's security classification, assignment to an institution, and treatment program needs. The committee's recommendations consider risk relative to offense and offense history, institution adjustment, sentence structure, medical needs, clinical needs, program needs and any other relevant factors. The reviews are completed according to Wisconsin Administrative Code DOC 302 and occur at intervals of no more than twelve months.

Inmate Complaint Review System

Complaints Processed

Returns	1028	
Decisions	<u>4257</u>	
Total complaints	5285	
Rejected	1201	28.21%
Dismissed	2810	66.01%
Not Dismissed	247	5.80%
Appealed	911	21.40%
OOS Dismissed	851	93.41%
OOS Not Dismissed	58	6.37%
Reimbursed	45	
Amount Reimbursed	\$1328.85	

Highest Complaint Categories

Property	16.72%
Medical	15.20%
Staff	12.98%

Food Service

The Food Service Department has a staff of 9 Correctional Food Service Leaders who monitor over 85 inmate workers during the daily food preparation. The department is managed by a Food Service Administrator and Manager ensuring safety and security of staff and inmates; in addition they maintain 10 different weekly menus (to accommodate both religious and medical special diets), requisition food/supplies and monitor the overall operation of the department to ensure that meal service runs smoothly. In Fiscal Year 2017 the Food Service Department prepared and served 1,188,000 total meals. (1100 meals, 3 times a day), while maintaining a cost of \$1.03 per meal.

The menus are written to meet FDA guidelines of 2600 calories per day and are monitored by registered dietitians. Menus are becoming more heart healthy by increasing proteins and decreasing sodium throughout the 4 week menu cycle. To enhance the menu, we made special meals as directed for holidays or varied the menu selection to increase meal options and inmate interest in the upcoming menu. Examples would be lasagna, sautéed cabbage with cajun sausage, breakfast burritos, beef stew and, baked chicken.

Badger State Industries (BSI)

Badger State Industries (BSI) operates within the Department of Corrections to provide inmates with work skills, habits and training necessary to compete in the job market when released. GBCI has a Textiles and Embroidery shop. The last year has been a very challenging one for the operation of the textile shop. Two of the most major issues that impacted production were a three week institution lockdown and not having a working elevator for over one month.

However the incoming customer order rate has not slowed down this past year. Below is the production history of the shop over the last 3 years.

Product*	FY 16**	FY 17	FY18
Inmate twill clothing	43,000+	70,760	38,060
Mattress & pillows	8,000+	11,677	9,230
Linens, sheets, towels	45,000+	69,000	58,170
T-shirts	35,000+	49,927	43,780
Men's briefs	27,000+	31,193	42,800

*Not included are the small items such as spill kits, curtains, caps, and aprons

**New software was installed

BSI investment: This fiscal year BSI invested over \$10,000 in new sewing machines.

BSI is remodeling the old BSI laundry into the new BSI Annex. This required a monetary investment from BCE to install electrical and air lines. Production will consist of mainly mattresses and linen products, which will allow more production space on the current shop floor for an increase in production on inmate clothing lines.

BSI has been conducting research for the past 3 years on a better, longer lasting mattress for the DOC. The mattress will be in production soon.

The custom art application product line has remained very busy this last year. Some of the customers that the shop supplies uniforms for are:

- Department of Natural Recourses
- Department of Administration
- Division of Emergency Management
- Department of Community Corrections
- UW System
- Department of Tourism
- Department of Veterans
- Department of Safety and Professional Services
- Non-profit groups
- Fire departments
- Watertown Municipal Band

Volunteers

GBCI has over 80 active volunteers that are highly valued in their contribution to helping us fulfill our commitment to assist inmates in their reentry into society. GBCI offers the following programs with the assistance of these volunteers: Book Club, Alcoholics Anonymous, Narcotics Anonymous, Pet Therapy, Religious activities and Veteran's Affairs.

Restorative Justice Efforts

Crochet/Sewing

Inmates in Mainstream Unit participate in voluntary community service projects which include knitting and sewing. This year, hundreds of items were donated to various charitable organizations. These items included hats, mittens, bibs, quilts, baby blankets, animal beds, duffel bags, and eyeglass cases.

SUPPORT GROUPS/MISCELLANOUS OPPORTUNITIES AT GBCI:

Support groups

Alcoholics Anonymous (AA), Narcotics Anonymous (NA), and SMART, which are voluntary and do not fulfill an AODA treatment need. (Let me know if you want more detail on these programs)

Circles of Support Program

A representative assists inmates that are released in and around the Green Bay area with issues of employment and treatment needs. This program is sponsored by Goodwill of North Central Wisconsin.

Veterans Group The Veterans Group meets on a monthly rotation and is geared to provide education and support to all GBCI incarcerated veterans. The Green Bay Veteran Service Officer from the Job Services Center is available for consult and attends groups upon request. Veterans can write to Social Services for more information regarding benefits and opportunities and information is available in the prison library for their review and reference.

Sesame Street Project is coordinated by a Social Worker and provides information to parents and caregivers of children whose father is incarcerated. This program is designed to lessen the trauma on the children in their coping with having a father in the Wisconsin Prison System. Informational packets (kits) are provided to any and all interested adults in the Visiting Room at GBCI.

Angel Tree Program is facilitated by a Chaplain. This program provides gifts for hundreds of children of incarcerated inmates. This popular program continues to draw larger numbers of inmates' children each year.

Re-Entry

One time group sessions for inmates nearing their release date where they connect with a parole agent who offers general information and advice to successful completion of community supervision; and a community volunteer from BMO Harris Bank who provides financial literacy education in relationship to opening checking/savings accounts.

Pre-Release Modules/Resources

Available in the library for inmates to complete self-paced and reentry resource materials available to assist in their release planning. The resources are specific to county of release as well as broad topic areas.

Gift of Incarceration Book Club

New participants read and discuss five self-development books over the course of 16 weeks. Previous participants can request continued participation during the same 16 week timeframe, but meet a different night.

Primary and Backup Coordinators for Major Initiatives

ADA.....C. Francois Ext 3389
MK. Wolf Ext 3280

LEP.....MK. Wolf Ext 3280

COMPAS.....J. Wertel Ext3361
J. Perttu Ext 3354

PREA.....S. Cummings Ext 3360
J. Kind Ext 3227

Acronyms

AA	Affirmative Action, Alcoholics Anonymous	HSED	High School Equivalency Diploma
ADA	Americans with Disabilities Act	HSU	Health Services Unit
AED	Automated External Defibrillator	HVAC	Heating/Venting/Air Conditioning
AODA	Alcohol and Other Drug Abuse	ICE	Inmate Complaint Examiner
BCE	Bureau of Correctional Enterprises	ICRS	Inmate Complaint Review System
BITS	Brief Intervention Tools	ICS	Incident Command System
BMP	Behavior Management Plan	LAW	Legal Action of Wisconsin
BOCM	Bureau of Offender Classification And Movement	LEP	Limited English Proficiency
BSI	Badger State Industries	MAR	Medication Administration Record
CCEP	Community Corrections Employment Program	MH	Mental Health
CISD	Critical Incident Stress Debriefing	MU	Mainstream Unit
CNT	Crisis Negotiation Team	NA	Narcotic Anonymous
COMPAS	Correctional Offender Management Profiling for Alternative Sanctions	NIMS	National Incident Management System
CPR	Cardiopulmonary Resuscitation	NWTC	Northeast Wisconsin Technical College
DACC	Drug Abuse Correctional Center	POSC	Principles of Subject Control
DAI	Division of Adult Institutions	PRC	Program Review Committee
DBT	Dialectical Behavior Therapy	PREA	Prison Rape Elimination Act
DCC	Div. of Community Corrections	PSU	Psychological Services Unit
DCI	Dodge Correctional Institution	RHU	Restrictive Housing Unit
DNA	Deoxyribonucleic Acid	SPCC	Sanger Powers Correctional Center
DOA	Department of Administration	SPED	Special Education
DOC	Department of Corrections	SSDI	Social Security Disability Insurance
DOES	Disabled Offenders Economic Security	SSI	Social Security Insurance
DOT	Department of Transportation	T4C	Thinking for a Change
DUI	Driving Under the Influence	TABE	Test of Adult of Basic Education
DV	Domestic Violence	TREK	Teaching Respect Educating Kids
DWD	Dept. of Workforce Development	TTY	Teletypewriter
DWI	Driving While Intoxicated	TU	Transition Unit
EAP	Employee Assistance Program	UA	Urinalysis
EOP	Emergency Operations Plan	UWH	University of Wisconsin Hospital
ELS	English as a Second Language	VWS	Victim Witness Surcharge
ERU	Emergency Response Unit	WCA	Wisconsin Correctional Association
FY	Fiscal Year	WEAC	Wisconsin Education Association Council
GBCI	Green Bay Correctional Institution	WICC	Wisconsin Institution Literacy Council Program
GED	General Education Development	WICS	Wisconsin Integrated Corrections System
GP	General Population	WRC	Wisconsin Resource Center
		WSR	Wisconsin State Reformatory