

JACKSON CORRECTIONAL INSTITUTION

STATE OF WISCONSIN

DEPARTMENT OF CORRECTIONS



ANNUAL REPORT

Fiscal Year 2024

(July 1, 2023 – June 30, 2024)

Lizzie Tegels, Warden

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JACKSON CORRECTIONAL INSTITUTION

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Message from Warden Tegels:

Welcome to Jackson Correctional Institution's (JCI) Annual Report for Fiscal Year 2024 (FY24). The operation of a correctional institution requires staff from all disciplines, working together, to keep the institution not just operational, but safe and secure for the persons in our care (PIOC), staff, visitors, volunteers, and the community we serve.

Our efforts are multi-dimensional as we work together to provide opportunities for positive change which can lead to success for the people in our charge to become productive members of their communities when released. The Department of Corrections (DOC), Division of Adult Institutions (DAI), and JCI's efforts all help facilitate and support the following environment for PIOC:

- A stable climate providing essential necessities, such as meals and shelter, plus basic medical, dental, psychological, and offender records services.
- Various treatment and programming services to assist PIOC to better manage behaviors and emotions, examining the root of issues which first lead PIOC to crime.
- Encourage productivity and responsibility while learning gainful employment skills necessary to manage society basics upon release, such as stable income, housing, and transportation.
- Enhance time while incarcerated with education, vocational training, recreational activities, and library and chapel resources.
- Re-entry helps guide individuals to resist or avoid counterproductive situations in relation to their recovery process.
- Expectations of respectful conduct from PIOC, while ensuring accountability if rules are disregarded.

We hope when PIOC release from incarceration, they utilize the tools JCI's staff have provided, and commit themselves to responsible choices for the benefit and wellbeing of themselves, their families, and the communities where they live and work.

None of the PIOC accomplishments would be possible without the combined professional efforts of JCI's staff which epitomize the best in public service. JCI's staff have continued to fulfill the obligations required for their positions by showing remarkable perseverance throughout the difficulties and challenges encountered on a daily basis when working in a medium-security institution. We are proud of our staff for their dedication to the men in our care and the citizens of Wisconsin. In recognition of all JCI staff, I am honored to present this annual report.

Warden Lizzie Tegels

Facility Mission and Goals:

JCI's mission and goals are to provide for the protection of the public, staff, and the PIOC, while offering the men positive behavioral options and programming to enhance their successful reintegration when released.

Institution Facts:

- Date Opened: 1996
- Operating Capacity: 1,010 males
- Uniformed Staff: 202
- PIOC-to-Staff Ratio: 2.72 to 1
- Institution Grounds: 42 acres
- Security Level: Medium
- 06/28/2024 Population: 1,007
- Non-Uniformed Staff: 72
- FY24 Operating Budget: \$30,762,294
- Total Land Parcel: 251 acres

Revenue: Revenue collected from the PIOC in FY24 for various court-ordered or Institution-mandated costs which PIOC are required to pay:

- Restitution to Courts: \$163,463
- Restitution to JCI: \$ 8,330
- Child Support: \$ 49,381
- Victim Witness Surcharge: \$ 25,988
- DNA Surcharge: \$ 54,520
- Medical Co-Pay Fees: \$ 13,591

PIOC Participation / Completion Information for Education, Vocational, Treatment Programs, and Work:

	<u>Participants</u>	<u>Completions*</u>
Adult Basic Education (GED/HSED)	121	12
Food Service Assistant	12	9
Fundamentals of Horticulture	31	12
Manufacturing Skills Standards Council	15	15
Windows to Work	20	18
Dog Training Certification	14	14
Anger Management (AM)	14	14
Domestic Violence (DV)	43	22
Earned Release Program (ERP)	33	30
PIOC employed within JCI	558	n/a

(*Education and treatment programs are ongoing throughout the year; some participants begin their education/program in one fiscal year and complete it in the next fiscal year. Completion numbers are not reported until after successful completion of the education or treatment program.)

Institution Accomplishments:

- Can Do Canines Program: In collaboration with the Can Do Canines non-profit organization in New Hope, Minnesota, JCI is in its seventh year of providing general training to puppies during their first year of life. The puppies live with the dog handlers/trainers who are responsible for their care and training, work with them on a daily basis to learn obedience, commands, socialization, and other basic “good-dog” skills. In FY24, JCI raised 24 puppies. To date, JCI has graduated 120 puppies to receive further specialized training to assist a person in need. After receiving their full training, the dogs are placed with people to provide hearing or mobility assistance, health alert assistance, plus as companions for autistic children. There is no cost to JCI for this program, nor is there a cost to individuals who receive the assistance dogs.
- Community Service: JCI’s Community Service Program provides positive activity for PIOC, gives them the opportunity to meet community service obligations, provide service to citizens, public and private non-profit agencies, and increase PIOC awareness, concern, and responsibility for the needs in their community. Some of the recipients of JCI’s community service projects include Black River Memorial Hospital, Black River Home Healthcare Hospice, Neillsville United Church of Christ, Neillsville School District, Wisconsin State Patrol, Tomah VA, Ashley, Monterey Mills, and Adult/Teen Challenge of Western Wisconsin. The men in JCI’s care made and donated the following items:

➤ Stuffed animals:	1,623	➤ Paintings:	22
➤ Memory bears:	45	➤ Hats/scarves/mittens:	154
➤ Memory pillows:	16	➤ Tote bags:	306
➤ Blankets/quilts/afghans:	86	➤ Hospital bags:	620
➤ Hospice Comfort Shawls:	34	➤ Miscellaneous items:	1,770
- Monetary Fundraisers and Donations: Recipients of JCI’s monetary fundraising efforts include:

\$ 2,878	Bolton Refuge House – Jackson County Outreach
\$ 5,000	Can Do Canines
\$ 2,000	Black River Memorial Hospital - Mental Health Programming
<u>\$ 3,863</u>	Tomah VA Medical Center
<u>\$13,741</u>	Total monetary donations in FY24
- JCI Job Center: When PIOC are close to release, JCI’s Job Center, through the Department of Workforce Development, helps them establish housing, provides telephone job interviews, helps obtain grants based on eligibility, apply for school, assist with resources for low-income/different diversity group needs, and access resources for local food pantries, homeless prevention, Veteran services, nationality/ethnicity/religious services, and victim/mental health services at either no or low cost.

- Aquaponics / Hydroponics Vocational Program: JCI began an aquaponics and hydroponics vocational certification program in FY23; this program allows PIOC to learn fish farming and leafy green vegetable growing in a soil-less environment.
- Staff Retention: JCI has one of the best staff retention rates in the state and has been successful in recruiting personnel when needed. JCI maintained a low staff vacancy rate.

Community Relations Board Information:

The DOC maintains Community Relations Boards (CRB) to enhance positive communication and public education, and to provide a platform to discuss areas of mutual interest and concern. Our CRB was formed with approximately 25 local community representatives who meet with JCI, the Black River Correctional Center (BRCC), and the Black River Falls Probation and Parole Office (P&P). CRB Meeting discussion topics include:

- The impact of JCI, BRCC, and P&P in the community.
- The DOC's involvement in community affairs.
- Public awareness and education about the operations, policies, programs, conditions, and missions of all three agencies.
- The availability of community services for the agencies.
- Law enforcement issues.
- Liaison between the DOC and the community.
- Provide relevant information to the community, and encourage community interest and involvement.

Restorative Justice Efforts:

November is Restorative Justice Month, and one week each April is designated as Victims' Rights Awareness Week. In FY24, PIOC and JCI Staff raised \$2,878 to benefit the Bolton Refuge House – Jackson County Outreach.

The DOC's Office of Victim Services and Programs is committed to mitigating the effects of crime and advancing the principles and philosophy of victim-centered restorative justice. It is this Office's mission to address the needs of crime victims, their families, and the community through a variety of available services. The Office of Victim Services and Programs will:

- Provide comprehensive information, assistance, advocacy, and support to those harmed by crime, including victims, their families, and communities.
- Integrate victims' rights and services into program planning throughout the DOC.
- Develop community partnerships to advance victims' rights and the principles of restorative justice.
- Develop and maintain a resource center dedicated to victim services/issues and restorative justice.

For more information about victim services, please visit the DOC's Victim website, DOC NOTIS, at notis.doc.state.wi.us.

Volunteer Information:

JCI had 119 volunteers who invested approximately 1,025 hours of support to the PIOC, making our volunteers a crucial resource. Most volunteers entering JCI offer spiritual support for various religious affiliations. JCI's Chaplain and Religious Coordinator provide religious activities to address the spiritual needs of a diverse PIOC population. JCI is also utilizing "Media Times" and "Zoom" technologies for any faith affiliations who are not able to do in-person services, or do not have a volunteer available.

Primary Treatment Services:

As part of the DOC's Mission Statement to provide opportunities for change and success, the DAI provides programming opportunities to the people in our care to further enhance reentry efforts and successful reintegration into the community. Criminogenic needs identify major risk factors associated with criminal conduct. When assessments and screenings are completed, a risk level and a list of needs are identified for each person. All of these are connected with recidivism and can be targeted for change. Through the use of treatment and programming, these needs can be met to reduce a person's risk of reoffending. JCI offers the following programs to PIOC:

- Anger Management (AM): AM is a program designed to address the needs of individuals whose aggressive behaviors tend to be impulsive and reactive rather than instrumental and pre-planned. In addition to concepts such as cognitive restructuring, AM lessons presented by trained staff teach participants cognitive and interpersonal skills to deter and replace violent behaviors. These skills include stress management, impulse control strategies, assertiveness skills, communication skills, identifying personal anger precursors, and handling criticism and provocation. Participants are expected to develop their social skills, increase awareness of their thinking patterns and personal triggers, and identify strategies for using the skills in situations which may arise.
- Domestic Violence (DV): DV programs are designed for male PIOC who have shown a pattern of abuse/violence to their significant partner. This program, presented by trained facilitators, aims to teach skills to change participants' thoughts/beliefs which have led to their abusive behaviors. A major program objective is for the participant to be able to identify alternative beliefs and intervention strategies to end their abusive behaviors, as well as learn and demonstrate non-abusive and non-controlling behaviors.
- Earned Release Program (ERP): ERP addresses criminal thinking and substance use disorders, and allows select PIOC an opportunity to earn early release from incarceration by completing treatment; their remaining confinement time is then served under extended supervision in the community. Driven by statute, ERP allows judges to sentence non-violent, non-assaultive individuals with substance abuse needs to this full-time, intensive program designed to reduce

the incidence of future criminal behaviors. Social skills, problem solving, decision making, anger management, parenting, employability, family reunification, and restorative justice are included in this program. The program's mission is to enhance safety in the community by providing a continuum of substance use disorder services. Community reintegration is a primary focus throughout the program connecting PIOC with respective P&P agents during each program phase. ERP is facilitated by certified substance abuse counselors and overseen by a clinical supervisor. In FY24, JCI had 30 ERP completion releases.

Number of PIOC Complaints -- Conduct Reports -- Appeals for FY24:

PIOC Complaint Review System: This system provides the men with an opportunity to raise grievances in an orderly fashion, to have policies explained or clarified, and to have grievances investigated by impartial staff. In FY24, PIOC submitted 990 complaints.

Conduct Reports: Some violations of DOC rules require a PIOC to receive a conduct report. Discipline is applied in a manner that promotes pro-social behaviors and fosters compliance with DOC order and rules. FY24 conduct reports were:

Total Major:	708	(Major offenses are listed in Wisconsin Administrative Code s. DOC 303.71)
Total Minor:	1,361	(Minor offenses are listed in Wisconsin Administrative Code s. DOC 303.70)

Appeals: Conduct reports may be appealed if the report is contested by the PIOC. Appeals usually occur when the PIOC feels the disposition was unfair or they feel wrongly accused. In FY24, PIOC submitted 110 appeals.

Department Information:

Bureau of Correctional Enterprises (BCE): BCE offers a new and recycled sign manufacturing program for the Wisconsin Department of Transportation and other local government and non-profit agencies. BSI offers an opportunity for PIOC to learn valuable work skills, as well as develop a positive work ethic.

Bureau of Offender Classification and Movement (BOCM): The purpose of BOCM is to follow procedures outlined in Chapter DOC 302.11, to enhance the safety and security of the public, staff, institutions, and PIOC. BOCM matches custody assignment to institution security and resources when possible. They also regulate the supervision and movement of PIOC between institutions to meet the needs of the PIOC and the institution, based on determined custody, risk factors, and program needs. This process creates the PIOC incarceration record.

Business Office and Management Services: The Business Office provides accounting and procurement functions for the Institution. The Business Office also processes PIOC disbursements, payroll, obligations, and Canteen purchases. Accounts payable and receivable are handled in the Business Office, as are Warehouse operations. Management Services provides

support services for all areas within the Institution, including the operating budget and allocation of resources for Institution operations.

Chapel: Wisconsin's DOC recognizes the Umbrella Religion Groups (URG) as an inclusive group designed to appeal to a wide range of religious beliefs within a given faith tradition: Catholic, Eastern Religion, Humanist/Atheist/Agnostic, Islam, Jewish, Native American/American Indian, Pagan, and Protestant/other Christian. JCI's Chaplain establishes weekly services and study groups for the various URG's, including pastoral visits. Services and study groups are also facilitated by many community volunteers who provide a crucial Chapel resource for JCI's PIOC.

Education / Library: JCI offers adult basic education where students can earn General Educational Development and High School Equivalency diplomas. Vocational programs include Food Service Assistant certificate, Fundamentals of Horticulture (aquaponics, hydroponics), and Manufacturing Skills Standards Council. Additional educational opportunities include creative writing, pre-college math, language, and correspondence courses. College-level PELL program courses with Madison Area Technical College are also offered. JCI's Library provides numerous books and resources, along with a Law Library.

Food Services: During FY24, JCI's Food Services Department prepared and delivered over 1,000,000 meals for PIOC and Security staff. Meals are planned and prepared to be nutritionally adequate, favorably acceptable, and within budgetary guidelines. JCI's Bakery provides made-from-scratch bread and desserts. When in season, the Food Services Department utilizes fresh produce grown in the Institution's garden. Medical and religious diet trays are also served as needed. Standardized recipes, safe food handling guidelines, cleanliness, and sanitation are part of Food Services operating procedures.

Health Services Unit (HSU): HSU provides access to care in a correctional setting, and delivery of health care as part of a multi-disciplinary team to meet the holistic needs of patients. On-site services include triaging of health service requests, scheduling and seeing patients for general medical care and emergencies, managing medications, lab services, EKG's, x-rays/ultrasounds, dental services, optical, physical therapy, and chronic care conditions. Comprehensive specialty services are provided off-site by University of Wisconsin-Madison, Waupun Correctional Institution's Infirmary, Black River Memorial Hospital, and Gundersen Health System.

Housing Units: JCI has four general population housing units with 101 double occupancy cells, one barracks-style housing unit with 152 bunk beds, and one restrictive housing unit. Staff continually work toward providing avenues for successful community reintegration, decreasing PIOC idleness, managing the ever-changing dynamics of the incoming PIOC population, and providing an environment conducive to change and improvement for the PIOC. Each housing unit employs approximately 50 PIOC workers in food services, laundry, and custodial positions to help develop a positive work ethic and skills.

Human Resources (HR): Employment, recruitment, and employee services is the mission of the HR Department. JCI's HR Department works with area universities and technical colleges to establish a recruitment base for positions and internships. JCI has one of the lowest turnover rates amongst the state's correctional institutions.

Maintenance: The Maintenance Department is tasked with conducting routine and preventative maintenance to effectively manage the Institution's assets. This department identifies and implements cost reductions, maintains accurate maintenance records, optimizes capital equipment life, minimizes energy usage, and is responsible for environmental, safety, and health compliance.

Psychological Services Unit (PSU): Mental health treatment is very important to offenders, and PSU provides screening, evaluation, and treatment for PIOC mental health needs. PSU also provides consultation, crisis intervention, offense-specific programming, and other group psychotherapy.

Records: The Records Office is responsible for the maintenance of PIOC social service and legal files, processing of PIOC releases, and coordination of PIOC parole hearings. Records staff perform sentence calculations to establish maximum discharge, mandatory release, extended supervision, and parole eligibility dates. Records staff also verify legal documents and serve legal papers, provide notary services, and schedule PIOC court appearances and professional calls/visits.

Recreation: The Recreation Department organizes leagues for various ball games, and oversees nine indoor and eight outdoor recreation periods each day when PIOC may check out equipment or lift weights. PIOC attend recreation when their assigned housing unit is scheduled.

Security: JCI's Security Department provides a safe and secure facility for the public, staff, and PIOC. Security staff also provide positive role models for PIOC to learn how to constructively deal with adversity. PIOC are held accountable for complying with Wisconsin's statutory laws, the DOC's administrative codes, and the Division and Institution's policies and procedures. Security staff strive to meet the mission and goals of the DOC through training, communication, experience, and education, and work cooperatively through a multidisciplinary approach.

Social Services: The primary responsibilities for Social Worker staff include the provision of PIOC services and programming, assessment and evaluation of treatment and security needs, establishment and monitoring of PIOC case plans, preparation of PIOC community reintegration, and coordination of services with internal staff and external resources.

Institution Contacts:

Coordinator for:	Contact Title / Name:	Phone Number:
Americans with Disabilities Act (ADA)	IUS Melinda Derus IUS Ben Pierzina	715-284-7230 715-284-7240
Inmate Complaint Examiner (ICE)	Melissa Gilles	715-284-7021
Limited English Proficiency (LEP)	Education Director Randy Scott	715-284-7360
Prison Rape Elimination Act (PREA)	Captain Jeremiah Curtis	715-284-7260
Correctional Offender Management Profiling for Alternative Sanctions (COMPAS)	Deputy Warden (Vacant)	715-284-7355

Acronyms:

AM	--	Anger Management
BOCM	--	Bureau of Offender Classification and Movement
BRCC	--	Black River Correctional Center
BCE	--	Bureau of Correctional Enterprises
CPS	--	Corrections Program Supervisor
CRB	--	Community Relations Board
DAI	--	Division of Adult Institutions
DOC	--	Department of Corrections
DV	--	Domestic Violence
ERP	--	Earned Release Program
FY24	--	Fiscal Year 2024 (July 1, 2023, through June 30, 2024)
GED	--	General Education Development (or Diploma)
HR	--	Human Resources
HSED	--	High School Equivalency Degree
HSU	--	Health Services Unit
IUS	--	Institution Unit Supervisor
JCI	--	Jackson Correctional Institution
PIOC	--	Persons in our Care
P&P	--	Probation and Parole
PREA	--	Prison Rape Elimination Act
PSU	--	Psychological Services Unit
RHU	--	Restrictive Housing Unit
URG	--	Umbrella Religion Groups