

# **2019 ANNUAL REPORT**

## **OSHKOSH CORRECTIONAL INSTITUTION**



**JULY 1, 2018 - JUNE 30, 2019**

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## **MESSAGE FROM THE WARDEN**

Welcome to the Oshkosh Correctional Institution Annual Report for Fiscal Year 2019. The annual report is a good reflection on the diverse opportunities offered to the men in our care at Oshkosh Correctional. The hard working staff at OSCI make these opportunities possible with their teamwork, professionalism, and positive attitude.

OSCI has experienced notable vacancies again this fiscal year and staff in many areas rose to the challenge of additional work. Several long-time employees retired, taking with them their experience and wisdom. OSCI said goodbye to Warden Smith in January 2019 after 23 years as the Warden and 32 years in leadership roles at OSCI. I am honored and humbled to be privileged to take over the role of Warden at OSCI.

OSCI Human Resources department and OSCI staff have worked hard to address the numerous vacancies throughout the institution, including participating in numerous local job fair events, OSCI officer pre-service academies, and many other activities to assist in recruitment. Many new staff joined OSCI and all staff have contributed to assisting them in orientation into working in a correctional institution.

OSCI had a number of construction projects this fiscal year, with the largest being the opening of the Health Services Unit expansion. All staff transitioned to the implementation of electronic medical records in January 2019. The new “Long-term care” medical housing unit will be opening in November 2020.

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.

Collaboration and community partnership continues to be a focus as we are fortunate to have volunteers and community groups work with the men on a variety of reentry efforts. A new program, Unlocking Networks-Oshkosh, was implemented in collaboration with the Center for Self Sufficiency, a Milwaukee based nonprofit which provides pre-release, transitional re-entry, and post-release services to men releasing from OSCI to Milwaukee County.

In February 2019, the Centers for Disease Control and Prevention (CDC) awarded OSCI with full-recognition status as a supplier of the National Diabetes Prevention Program (DPP) for the men in our care. OSCI staff (security & recreation leaders) are trained certified lifestyle coaches that help the men with lifestyle changes in this evidence-based year-long lifestyle change program that can reduce a person’s risk for developing type 2 diabetes.

Thank you for taking the time to review this report and the scope of the services offered at OSCI. The dedication and commitment of our staff is evident and will continue to maintain our responsibilities to the people of Wisconsin.

*Cathy A. Jess, Warden*

## OSCI OVERVIEW

In keeping with the Department of Corrections mission, vision, and core values which applies to facility based services for the men in our care, Oshkosh Correctional Institution provides protection to the public, staff, and men while offering them positive behavioral options and programming to enhance their successful re-entry back into society.

Oshkosh Correctional Institution is an adult male medium security correctional institution. Because of the many departments listed below, OSCI staff are able to provide a safe and secure environment for both staff and the men in our care, while providing programming which will prepare the men for return to the community.

Administrative Services	Inmate Complaint Review System	Recreation & Chaplain Services
Education Department & Library	Maintenance Department	Psychological Services
Food Service	Management Services/Business Office	Records Department
Health Services Unit	Program Review	Security Department
Human Resources Department	Program Services	Social Services

## Oshkosh Correctional Institution Profile

Construction was started in the fall of 1984, and OSCI was activated to receive adult men in September 1986. In order to make room for the many expansion projects to the institution, the Winnebago State Prison Farm was razed and relocated to Waupun. All OSCI property was annexed to the City of Oshkosh. OSCI presently has a designed capacity of 1,494 and has reached a population over 2070.

- Date opened – September, 1986
- Total Site Acreage – 273 acres
- Total Interior Acreage – 96 acres
- Perimeter Road – 1.8 miles
- Designed Capacity – 1,494
- Current Population – 2,059
- Uniformed Employees 347 FTE
- Non Uniformed Employees 200 FTE
- Inmate to Staff ratio – 3.76

## Operating Budget - Fiscal Year 2019

• Salary	\$25,313,160
• Fringe	\$11,977,244
• Services/Supplies	\$1,004,048
• Variable – Non Food	\$890,301
• Food	\$2,143,350
• Utilities	\$1,713,950
• Maintenance	\$341,069
• <b>Total</b>	<b>\$43,383,122</b>

## Obligations Paid-Fiscal Year 2019

• Child Support	\$ 66,550.48
• Restitution	\$129,089.94
• DNA	\$ 75,430.34
• Victim Witness	\$ 35,827.47
• Medical Co-Pay	\$ 19,320.47

## Multi-Disciplinary Management

Multi-disciplinary institution management has enabled OSCI, the largest institution in the State of Wisconsin, to maintain a safe and secure environment that operates within its budget, while simultaneously facilitating productive programming, education, treatment, and work opportunities for its population of approximately 2,055 men.

Twelve living centers utilize multi-disciplinary teams, which include unit supervisors, security supervisors, social workers, treatment specialists, correctional officers, psychologists, teachers, nurses, and office operations associates. These unit teams cooperatively supervise, communicate, and interact with manageable numbers of men drawing from readily available in-house resources that meet a wide array of needs.

## Oshkosh Correctional Institution Programs

- **Anger Management (AM)**  
Anger Management is a cognitive-behavioral based program designed to address the needs of violent men whose aggressive behaviors tend to be impulsive and reactive rather than instrumental and pre-planned. In addition to cognitive restructuring, AM programs teach men 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 (thoughts and situations that provoke angry reactions), and handling criticism and provocation.  
**Completions: 21**
- **Certified Peer Specialists**  
Certified Peer Specialists are men in our care with experience with mental health difficulties and/or a substance use disorder who use their own recovery experience and the skills they learn in formal training and certification to support other men facing similar challenges.
- **Diabetes Prevention Program**  
OSCI worked collaboratively with the Wisconsin Department of Health Services' Chronic Disease Prevention Program for technical assistance to build the necessary infrastructure to support implementation of the National Diabetes Prevention Program (DPP) in a prison setting. OSCI staff (security staff & recreation leaders) became certified lifestyle coaches that help the group participants with lifestyle changes. The program includes weekly facilitated meetings that eventually transition to monthly meetings featuring topics such as healthy eating, increasing activity, and dealing with stressful situations.

- **Diversion Unit (DU)**

This treatment unit is used to divert men with serious mental illness or intellectual disabilities from the Restrictive Housing Unit. The unit has restrictive movement and property but provides more treatment and out of room activities.

- **Domestic Violence Counseling (DV)**

This program is offered to men who have an identified need for domestic violence counseling. The Domestic Violence program consists of 32 two hour sessions, delivered in a closed group for approximately 4 months in duration. The group is held twice a week.

**Completions: 22**

- **Education Vocational/Academic**

OSCI's Education Department has twenty Teachers, a Librarian, a Class Scheduler, four Educational Assistants, and two Operations Associates. We have rolling enrollment with approximately 400 students enrolled at any given time. Education programs are offered to men in our care with academic or vocational educational needs. Students are able to work through Adult Basic Education Programs (GED/HSED), Certificate Programs, and Degree Programs endorsed by Fox Valley Technical College and Moraine Park Technical College. We also partner with UW-Oshkosh for the "Convicts to College Program".

**Graduates: ABE = 39 (27 HSED, 12 GED); VOCATIONAL = 72**

- **Mental Illness Chemical Abuse (Dual Diagnosis Program) (MICA)**

The MICA Program is a 36 to 44 week Dual Diagnosis Residential structured program available to those men assessed with a Dual Diagnosis treatment need. MICA consists of twenty-five beds in a modified therapeutic community. Treatment interventions are delivered by a multi-disciplinary team focusing on evidence based practices. A high degree of structure and support is employed in the program that teaches the participants how to address/improve their management of both disorders, as well as address their criminogenic needs. An Outreach Specialist assists with the men's re-entry efforts for up to a year after their release from a DAI institution. MICA is also an earned release program for men eligible to be released upon program completion.

**Completions: 17**

- **Re-entry**

OSCI provides supportive services to assist men in our care with their transition from prison to the community through resources available in the library, instructor led workshops, and assistance with resume writing and job searches. These resources are offered as a means to enhance the participants' preparation for release and opportunity for success after incarceration. Assistance includes Disabled Offender Economic Security (DOES), Opening Avenues to Reentry Success (OARS), and assisting men in obtaining a State of Wisconsin Identification Card.

- **Restorative Justice - Victim Impact Group**

The Victim Impact group sensitizes the men to victim issues and the affect their crimes have on victims and the community, with a focus on victim empathy. The group discusses, plans, and initiates events that recognize or benefit victims and help the men understand the harm they have caused their victims.

- **Secure Residential Treatment Unit (SRTU)**

This is a treatment unit with management and programming for selected men with serious mental illness or intellectual disabilities who display chronic disciplinary issues or who demonstrate an inability to adapt to a General Population setting.

- **Service Dog Program**

The OSCI Service Dog Program is a community service project designated to have the men in our care volunteer to train puppies and dogs to become service dogs for persons residing in Wisconsin. The program began in 2012 with a partnership between OSCI and OccuPaws Guide Dog Association. Dogs were trained in basic obedience for future careers as guide dogs for the visually impaired. Since that time, the program evolved and OSCI began a partnership with Journey Together Service Dogs (a nonprofit organization) located in Wisconsin. Dogs are trained to be service dogs for Veterans or crime victims with PTSD (Post Traumatic Stress Disorder). Journey Together provides the service dogs free of charge to their clients, as well as needed supplies to OSCI for care and training of the dogs.

In 2016, the Service Dog program began partnering with Fox Valley Technical College and created a certificate program. Our students are now eligible to earn certificates in both Dog Training and Dog Grooming.

Since December 2012, 124 participants have helped train dogs. 73 dogs were trained for OccuPaws with 17 graduating guide dogs. Journey Together Service Dogs has provided 44 dogs for training at OSCI since the summer of 2015 with seven graduated service dogs.

- **Sex Offender Treatment Program (SOTP)**

The Sex Offender Treatment Program is designed as a therapeutic community model, which takes a minimum of 36 months to complete. In order to graduate from the program, men must meet objectives that include components of pre-treatment modules, behavioral modification, education modules and demonstrate good knowledge of relapse prevention techniques. SOTP includes the GOALS (Giving Offenders Alternative Life Skills) program for men with cognitive or learning challenges.

**Completions: SOT-4 Adaptive: 4; SOT-4: 14; SOT-2: 37; SOT-CSEM: 9; SOT-1: 9; Aftercare: 4**

- **SUD (Substance Use Disorder) Residential Program**

This is a 17 week treatment program that provides evidence based programming at the appropriate dosage levels based on participants assessed areas of risk and need areas and

serving participants who are SUD 3 and SUD 4 and those who are SUD2. Core programming curriculum includes Cognitive Behavioral Interventions for Substance Abusers, (CBISA), Thinking for a Change, (T4C), and Advanced Skill Practice. Participants may also be offered Anger Control and Epictetus Curriculum depending on their need and dosage levels.

**Completions: 108**

- **Thinking for a Change (T4C)**

T4C is a program designed to assist men with identifying and restructuring thought processes that tend to lead to poor outcomes for themselves or others. Participants are taught social skills and problem solving steps. The program participants meet two hours for two times per week for 16 weeks.

**Completions: 94**

- **Transitional Outreach Program (TOP)**

The program provides comprehensive, statewide, pre-release and post-release services to men with chronic mental illness who are returning to Wisconsin communities. The major goals are to minimize criminal recidivism and psychiatric deterioration, as well as to enhance community living skills. Upon release, Outreach Specialists work in collaboration with Division of Community Corrections agents to establish community contacts largely in the counties where the men are released.

- **Transitional Treatment Program (TTC)**

The TTC program assists men with a diagnosed mental illness and/or intellectual disability in transitioning from specialized institutions to a medium security living center in general population or a less secure environment.

- **Unlocking Networks – Oshkosh (UNO) in collaboration with the Center for Self Sufficiency**

The UNO program is a comprehensive program that provides pre-release, transitional reentry, and post-release services to men returning from Oshkosh Correctional Institution to Milwaukee County. UNO participants complete a 9 week pre-release group with CFSS staff. This group includes the following content: AWARE (wellness and recovery planning), Makin' it Work (cognitive-based work readiness curriculum), Walking the Line (healthy relationships), 24/7 Dad (fatherhood), and Choppin' it Up (group mentoring sessions). The participant also meets with Member Service Coordinators to create a Member Service Plan with goals they want to achieve upon release. They are also offered the opportunity to participate in a special family visiting event with their children (if applicable), where they are able to practice the skills they learned through the fatherhood curriculum.

- **Veterans Unit**

The Veterans Unit is a 54 bed housing unit at OSCI. Placement on the unit is voluntary and only dependent upon the participant having served time in the military. Men residing on the Veterans unit are able to take part in a variety of community led programming. Men



wishing to reside on the veterans unit are screened for institution adjustment and programming participation as well as institution job placements. The Veterans unit has been designed to foster a sense of comradery, accountability, and pride.

- **Veteran's Prison Arts program**

OSCI was chosen by the Medical College of Wisconsin to participate in a research study to be conducted over the course of 16 weeks. Medical College of Wisconsin staff and artists met with incarcerated veterans selected to be a part of the study. The study aims to implement and evaluate a veteran's arts program whose mission is to provide opportunities for productive readjustment for veterans.

- **Windows To Work**

Windows to Work is a pre- and post-release program designed to address criminogenic needs that can lead to recidivism. Eligible participants are enrolled approximately three to nine months prior to release, and participate in programming to include: Cognitive Intervention (CBI-EMP), General Work Skills and Expectations, Financial Literacy, Community Resources, and Job Seeking, Applications and Resumes. Programming continues in the community following a participant's incarceration. The Windows to Work Coach will continue working with participants post-release in collaboration with the participant's DCC agent about services relating to job search and employment stability for approximately 12-18 months after release.

## **Oshkosh Correctional Institution Activities, Projects, and Community Outreach**

### **Braille Program**

The OSCI Braille program supports a growing need for quality braille materials, particularly textbooks and related educational materials for students who are blind and visually impaired in grades K-12 throughout the country. Qualified men in our care are trained in Literary Braille Transcription resulting in certification by the Library of Congress and 10 credits from Fox Valley Technical College. Students gain marketable skills and insight into their own capabilities while giving back to society.

### **Breaking Barriers with Books**

Breaking Barriers with Books is a fathers' reading program that records fathers in our care reading books to their children. DVDs of the recordings are given to their children. These men also create booklets with creative writing and activity pages for their children. This program has generated national interest.

### **Community Service projects**

Many projects are created by maintenance department workers, Hobby, and the Building Maintenance and Construction students. Examples include sign painting for the Parks and Recreation Departments, cat poles for local humane societies, and wood item donations for non-profit fund raisers such as Habitat for Humanity, Salvation Army, and Future Farmers of America.

### **Horticulture program**

45,373 lbs. of produce was harvested and sent to the main kitchen for processing.

### **Knitting Program**

Donations of yarn from the community were used by men to produce more than 2,100 knitted items for social services and non-profit organizations in the surrounding four counties.

### **Vermicomposting**

Over 24,000 pounds of food waste was consumed by the worms, along with 58,000 pounds of waste cardboard used for worm bedding. The worms produced over 8,000 pounds of worm castings.

### **Volunteers**

Volunteers contributed over 2000 volunteer hours helping with program services at OSCI which included religious, tutors, NA, AA, Re-entry, and Self Help groups.

### **Work Assignments**

Men in our care play a critical role in our daily operation, working at a variety of jobs in many departments. As of June 30, 2019, OSCI had 1552 positions available.

## **Bureau of Correctional Enterprises**

The Bureau of Correctional Enterprises operating the BCE Laundry located at OSCI provides services to state operated facilities, such as those operated by the Department of Corrections and the Department of Health Services. BCE Laundry also provides linen rental services for a number of University of Wisconsin campuses. Linen rentals may include institution and personal clothing, bedding and towels. The purpose is to assist in the re-integration of men by providing hands-on experience in a work environment closely resembling that of private industry.

## **Community Relations Board**

OSCI participates on the Winnebago County Interagency Committee. The group consists of representatives from OSCI, the Winnebago Mental Health Institution, the Wisconsin Resource Center, the Drug Abuse Correctional Center, the Oshkosh Police Department, the Oshkosh Fire Department, the Winnebago County Sheriff's Department, City of Oshkosh, the Winnebago Correctional Center, Oshkosh Probation and Parole and local state representatives. The committee meets quarterly to discuss issues concerning Winnebago County.

## Complaints - 2019

The Inmate Complaint Review system is the administrative process for men to use in resolving their issues or concerns. They must exhaust all administrative remedies before beginning litigation. There were a total of 2,441 complaints filed for fiscal 2019.

## Conduct Reports

A total of 3,396 conduct reports were served and processed, of which 2,336 were minor and 1,060 were major. Of the 3,396 conduct reports, 219 were appealed.

## Coordinators

### **Americans with Disabilities Act (ADA)**

Coordinator: Sheri Fromolz 920-232-2656

Back up: Kathy Sabel 920-231-4010

### **Limited English Proficiency (LEP)**

Coordinator: Sheri Fromolz 920-232-2656

### **Prison Rape Elimination Act (PREA)**

Coordinator: Sarah Feltes 920-232-2653

Back up: Emil Toney 920-236-2606

### **Correctional Offender Management Profiling for Alternative Sanctions (COMPAS)**

Coordinator: Shyekara Schroeder 920-231-4010

Back up: Maggie Gehrke 920-231-4010

## Employee Service Program

The DOC Employee Service Program is contracted with FEI, an Employee Assistance Provider for employees. FEI provides assistance with personal concerns and the challenges staff may have with balancing work and personal life. FEI provides free and confidential assessment, short-term counseling, prevention, education, and referral services for staff and their dependents. OSCI has an active ESP committee and 10 peer supporters that are available to assist staff with personal concerns and issues.

## Acronyms

<b>AA</b>	<b>Alcoholics Anonymous</b>
<b>ABE</b>	<b>Adult Basic Education</b>
<b>ADA</b>	<b>Americans with Disabilities Act</b>
<b>AM</b>	<b>Anger Management</b>
<b>BCE</b>	<b>Bureau of Correctional Enterprises</b>
<b>CFSS</b>	<b>Center for Self Sufficiency</b>
<b>COMPAS</b>	<b>Correctional Offender Management Profiling for Alternative Sanctions</b>
<b>DOC</b>	<b>Department of Corrections</b>
<b>DU</b>	<b>Diversion Unit</b>
<b>DVC</b>	<b>Domestic Violence Counseling</b>
<b>GED</b>	<b>General Equivalency Diploma</b>
<b>GOALS</b>	<b>Giving Offenders Alternative Life Skills</b>
<b>HSED</b>	<b>High School Equivalency Diploma</b>
<b>LEP</b>	<b>Limited English Proficiency</b>
<b>MICA</b>	<b>Mental Illness Chemical Abuse</b>
<b>NA</b>	<b>Narcotics Anonymous</b>
<b>OSCI</b>	<b>Oshkosh Correctional Institution</b>
<b>PREA</b>	<b>Prison Rape and Elimination Act</b>
<b>SOTP</b>	<b>Sex Offender Treatment Program</b>
<b>SRTU</b>	<b>Secure Residential Treatment Unit</b>
<b>SUD</b>	<b>Substance Use Disorder</b>
<b>T4C</b>	<b>Thinking for a Change</b>
<b>TOP</b>	<b>Transitional Outreach Program</b>
<b>TTC</b>	<b>Transitional Treatment Program</b>
<b>UNO</b>	<b>Unlocking Networks - Oshkosh</b>