



# WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Jared Hoy

## Robert E. Ellsworth Correctional Center

**DATE:** July 2, 2024

**TO:** REECC Persons In Our Care

**FROM:** T. Staehler, REECC Superintendent

**SUBJECT:** Video Visit and In Person Visitation Schedule

Effective Monday July 8, 2024 in person (contact) visits schedule has been updated to reflect the following change:

- Wednesday: no in person visits
- Friday: in person visits from 2:45 PM to 5:45 PM and 5:55 PM to 8:55 PM

The Wisconsin Women's Correctional System utilizes IC Solutions (ICS) to schedule in-person and video visits. Family and friends shall create an ICS account or update their account to schedule an in person visit or video visit. The PIOC will provide the Party ID to each approved visitor. All the information required to create and scheduling a visit can be found at <https://icsolutions.com/>.

### General Visit Scheduling Information

- All Visitors must be on an approved visiting list.
- Up to six (6) adults and twenty (20) children will be allowed on a visit at a time, with at least one visitor being an adult.
- Visitors may schedule visits at least 48 hours in advance and no more than fourteen (14) days in the future
- Visits are scheduled on a first come first serve basis as space is limited.
- Those who are in isolation are not eligible for in-person visitation.
- Refer to DAI Policy 309.06.01 for Special Visits, Extended Visits, or Joint Visits

### IN PERSON VISITING

- Each person is eligible up to three (3) in person visits each week (Visiting Week starts on Monday)
  - Only allowed one visit on the weekend (Saturday or Sunday)
- Each in person visit will be up to three (3) hours in length. Visitors may arrive anytime during their scheduled 3-hour block. However, the visit will not extend past the scheduled end time.
- Individuals in RH will have the option of "Onsite Video Visit" which means a no contact visit. Visitors will utilize the kiosk designated in the visiting room.
- Arrive no more than 10 minutes prior to the start of the visitation hours.
- **In Person visiting hours:**
  - Monday, Tuesday, Thursday, Friday: 2:45 PM to 5:45 PM and 5:55 PM to 8:55 PM
  - Weekend/Holidays: 8:00 AM to 11:00 AM and 11:10 AM to 2:10 PM
    - Holiday schedule will be posted in the lobby and visiting room

### VIDEO VISITS for General Population

- Each person is eligible for one free video visit per week for the first 6 months.
- Each person is eligible for up to 12 paid video visits per month for \$2.50 per visit.
- Video visits will be limited to one per day and no more than 4 per week.
- Each video visit is 25 minutes in length.
- Each visitor will be required to show ID at the beginning of the visit and during the visit when requested.
- Video visits are not available for those in RH.
- **Video Visiting Hours:** *Any changes will be posted on the units.*
  - Main Building: 5:00 AM to 6:00 AM; 7:30 AM to 10:40 AM; 11:30 AM to 3:30 PM; 4:30 PM to 9:00 PM.
  - D Building: 5:00 AM to 6:00 AM; 7:30 AM to 8:30 AM; 11:30 AM-1:00 PM; 4:30 PM to 9:00 PM.