

# **REDGRANITE CORRECTIONAL INSTITUTION**

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



**Annual Report  
Fiscal Year 2023**

# Table of Contents

Message from the Warden ..... 2

Facility Mission and Goals ..... 2

Institution Facts..... 3

Community Relations Board..... 3

Facility Accomplishments..... 4

Restorative Justice / Community Service ..... 5

Volunteers ..... 6

PIOC Programs ..... 7

Bureau of Correctional Enterprises, Durable Medical Equipment Refurbishing (Shop 893 at RGCI) ..... 9

Business Office ..... 10

Educational Services ..... 10

Food Service ..... 10

Health Services ..... 10

PIOC Complaint Examiner ..... 11

Maintenance Department ..... 11

Mental Health Services ..... 12

Records ..... 12

Reclassification ..... 12

Security ..... 13

Unit Management..... 14

Visiting..... 14

Coordinators..... 14

Acronyms ..... 15

## Message from the Warden

Welcome to the Fiscal Year 2023 Annual Report for Redgranite Correctional Institution (RGCI). This document reflects the annual activities, data and accomplishments of the institution and its hard-working staff.

This past fiscal year Redgranite Correctional Institution (RGCI) has seen multiple changes, worked through challenges and continued meeting the needs of individuals at the facility. For fiscal year 2023, RGCI had many leadership changes including three Wardens, the addition of a Security Director, and many supervisory promotions. I was appointed Warden in May of 2023, and I'm honored to be a part of the RGCI team. I look forward to working with this team as we continue to meet the mission of the Department of Corrections.

Through this past year, RGCI continues to have challenges with vacancy levels among certain positions within the facility. RGCI has become more aggressive with recruitment efforts in the community and advertising our positions. These challenges have also modified some of the operations within the facility at times, but I'm proud we still are able to offer all of our programming to individuals in our care. A few of these challenges are also due to returning to normal operations from the pandemic protocols. RGCI continues to make facility improvements and repairs to assure safety and to meet the needs of those in our care.

Programming opportunities continue to increase at RGCI as some new programs had started along with new initiatives for the next fiscal year. Throughout this report, you will notice programming changes as well as continued primary programming to provide opportunities to individuals. Our Paws for Patriots dog program continues to evolve, and we have also started a certified peer support program to assist individuals who struggle with incarceration.

Lastly, I would like to thank all of the staff who work at Redgranite Correctional Institution. They are the greatest resource to the individuals in our care and our community. Thank you for your interest in our annual report and taking the time to review information about Redgranite Correctional Institution.

Sincerely,

Michael Gierach, Warden

## Facility Mission and Goals

RGCI is a medium security facility for adult PIOC's. The basic mission and objectives of RGCI include:

- Providing opportunities for cognitive and behavioral development to enhance their potential as productive members of society. This includes maintaining an atmosphere or climate which restores the dignity of the individual and provide optimum opportunity for positive behavioral changes.
- To ensure public, staff and PIOC safety.
- To plan, coordinate, and administer a complex, multi-disciplinary and diverse workforce. To provide leadership that is proactive, innovative, supportive and responsive.
- To ensure that health care, programming and psychological services are provided to PIOC's consistent with professional, community and correctional health care standards.
- To administer Wisconsin State Statutes, Department of Corrections (DOC) Administrative Rules, and DAI policies and procedures.

## Institution Facts

Date opened:	January 8, 2001	PIOC paid obligations:	
Number of acres:	89	Child support:	\$35,748.99
Security level:	Medium	DNA:	\$36,117.06
Operating capacity:	990	Filing fees:	\$3,402.41
Current population:	1,013	Legal loans:	\$216.87
Average population:	1,012	Medical co-pays:	\$8,406.90
FY23 intake:	557	Restitution:	\$73,881.45
Transportation:		Victim/witness:	\$20,124.15
PIOC transfers:	307	PIOC wages:	
Emergency medical:	108	Paid by BCE:	\$11,839.51
Medical:	788	Paid by RGCI:	\$289,429.53
Releases:	209	PIOC complaints:	
PIOC deaths:	3	Accepted:	647
Total Uniformed staff:	198	Returned complaint submissions:	739
Total Non-uniformed staff:	92	Conduct reports:	
PIOC to staff ratio:	5.12	Minors:	1131
Operating budget:		Appeals – minors:	36
Salary:	\$16,788,300.00	Majors:	463
Fringe:	Not available	Appeals – majors:	30
Variable and food:	\$3,088,605.25	Total Conduct Reports -	1594
Utilities:	\$900,000.00	PIOC workers in general population status:	492
Maintenance	\$187,900.00		

## Community Relations Board

RGCI continues to maintain its partnership with the community through its Community Relations Board. The board functions as a positive link between the Institution and the Redgranite community. This board meets bi-annually in the spring and fall. Areas of mutual interest and concern include, but are not limited to, the following: public awareness and education about the operation and mission of the Institution, PIOC program activities, the impact of the Institution on the community, the Institution's involvement in community affairs, and a variety of other law enforcement and community-related issues.

### 2022-2023 Community Board Relations Members

Michael Gierach, Warden  
Redgranite Correctional Institution

Eric Barber, Deputy Warden  
Redgranite Correctional Institution

Terry Sawall, Security Director  
Redgranite Correctional Institution

Kristine McElligott,  
Correctional Management Services Director  
Redgranite Correctional Institution

Michelle Smith, Human Resources Director  
Redgranite Correctional Institution

Stacey Gravunder, Program Supervisor  
Redgranite Correctional Institution

Amanda Bechard, Program Supervisor  
Redgranite Correctional Institution

Brian Miller, Building and Grounds Supervisor  
Redgranite Correctional Institution

Dallas Gehrke, Training Lieutenant  
Redgranite Correctional Institution

Chad Keller, Administrative Captain  
Redgranite Correctional Institution

Kevin Petersen, State Representative  
Wisconsin State Assembly

Joan Ballweg, Senator  
Wisconsin State Senator

Randy Keyes, Warden  
Oxford Correctional Institution

Honorable Guy Dutcher  
Waushara County Circuit Judge

Matthew Leusink, District Attorney  
Waushara County

Wally Zuehlke, Sheriff  
Waushara County

Lt. Brad McCoy, Jail Administrator  
Waushara County

Lafe Hendrickson, School Liaison  
Waushara County

Donna Klawitter, Victim Witness Coordinator  
Waushara County

Paul Mott, Chief of Police  
City of Wautoma

Kyle Tarr, Chief of Police  
Redgranite Police Department

Brie Chappa, Officer  
Redgranite Police Department

James Erdman, Village President  
Village of Redgranite

Mark Piechowski, Fire Chief  
Redgranite Fire Department

B. Pulvermacher, Chief of Police  
City of Berlin

Caitlin Richter, Principal  
Redgranite Elementary School

Joseph Packard, Regional Chief  
Division of Community Corrections  
Waushara County

Matthew Stake, Assistant Regional Chief  
Division of Community Corrections  
Waushara County

Seth Feldner, Corrections Field Supervisor  
Division of Community Corrections  
Waushara County

Jennifer Hovorka, Corrections Field Supervisor  
Division of Community Corrections  
Waushara County

Scott Muhle, Security Officer  
ThedaCare Hospital Berlin

Mary Krause, Bank Branch Manger  
Bank First Wautoma

Pastor Gregory Sluke  
Redgranite Trinity Lutheran Church

## Facility Accomplishments

- Continued Zoom video visitation to help PIOC's maintain support and encouragement from their family and friends when the Institution was not able to have in person visitation. Started working with ICS Solutions to develop more permanent video visitation system to replace Zoom.
- Held PIOC fundraisers throughout the fiscal year raising over \$14,000 in donations for local non-profit and restorative justice charities.

- RGCI had 14 students earned their high school equivalent diplomas in the last year, 35 earned a vocational certificate or diploma and 5 earned Associate's degrees. 4 students earned a technical diploma in Small Business Entrepreneurship, which was a new college program to RGCI through Madison Area Technical College this past year.
- Substance Use Disorder (SUD) Programming. There were 26 PIOC's enrolled during FY23. Out of the 26 PIOC's, 20 PIOC's successfully completed their programming. (76.9% successfully completed)
- Earned Release Programming (ERP). At the end of the FY23, 10 new ERP Participants were enrolled in programming with a start date of 5/15/2023. All 10 participants remain in program at this time.

## Restorative Justice / Community Service

### Paws for Patriots

The Redgranite Correctional Institution Paws for Patriots service dog training program continues to partner with Patriot K9's located in Wausau, Wisconsin. The mission of Patriot K9's is to help veterans win the war against suicide, depression and anxiety by empowering them with the use of a service dog. Veterans learn to train and care for their own service dog and regain independence in civilian life and a sense of self mastery. Patriot K9's Of Wisconsin provides training and education to both Veterans/Service Members and Service Dog Candidates together, to create the highest quality Service Dog Team at no cost to disabled Veterans and Active-Duty Members impacted by Military related Post Traumatic Stress Disorder (PTSD), Traumatic Brain Injury (TBI) and Military Sexual Trauma (MST).

Puppies are placed with PIOC handlers for approximately eight months while they work on basic obedience and commands. They are then paired with Veterans where they continue an in-depth service dog training program. Five dogs graduated from the program in November of 2022 with an additional four graduating in the Spring of 2023. RGCI has now increased it's training program to include additional 10 puppies this fiscal year.

### Crochet/Sewing

The PIOC's who participate in crochet/sewing have created many handmade items such as hats, mittens, scarf sets and afghans. These items have been donated to many different charitable organizations to distribute to those in need both locally and worldwide. The crochet project accepts yarn donations from local citizens and organizations.

### Card making

Community service workers made cards for all the PIOC Veterans on Veteran's Day along with making 60 Valentine's Day cards for residents at a local assisted living community.

## Donations

This year the PIOC workers in the maintenance department's woodshop built and donated multiple wood projects. In addition, multiple crocheted afghans, mittens, hats, scarves, and backpacks were created and donated by RGCI's community service workers. Donations were made to the local schools and local community service organizations.

## Garden

The institute garden continues to thrive. Over 20,000 pounds of produce and plenty of fresh herbs were grown and harvested by Seven persons in our care that work in our garden and greenhouse. Most of what is grown and harvested in the institute garden is used in-house to prepare our 3075+ meals per day. This helps to reduce our food cost and provides welcomed menu items to those in our care. We also donate surplus produce to our local food pantries. Composting of acceptable food scraps helps regenerate the soil conditions in the garden and aids in plant growth.

# Volunteers

## Volunteer Based Services

RGCI has over 100 approved volunteers from various occupations that provide special services and programs for PIOC's. RGCI is able to provide the following programs due to the assistance of these volunteers: Alcoholics Anonymous; Narcotic Anonymous; religious programming; tutoring; and veterans' affairs.

## Chapel Programming

The chapel has a full range of programs addressing the spiritual needs of RGCI PIOC's. The chapel utilizes over 100 volunteers in providing programs (including worship services, study groups and prayer) for the eight religious groups (Buddhist, Humanist/Atheist/Agnostic, Catholic, Islam, Jewish, Native American/American Indian, Pagan and Protestant/other Christian). These volunteers are coordinated and scheduled by one full-time chaplain. The chaplain also counsels individual PIOC's and coordinates professional clergy visits.

## Read-to-Me

The Read-to-Me program provides PIOC's with an opportunity to select a donated and age appropriate children's book and be videotaped while reading the book aloud. Both the book and the tape are mailed to a child in the PIOC's life. This helps PIOC's develop and maintain important emotional connections with their children and allows PIOC's to have an important role in their children's development.

# PIOC Programs

## Anger Management

Anger Management is a 12-week program that is delivered in two, six-week sections. The first section focuses on identifying anger, the hidden reasons and causes for anger, knowing the anger cycle and anger styles, and getting in touch with unresolved or past anger. The second half of the program helps PIOC's build new coping skills, challenge old thoughts and beliefs, explore the feelings behind anger, learn stress reduction techniques, and enhance effective communication and conflict resolution. There were 38 PIOC's enrolled during FY22.

Out of the 38 PIOC's 34 finished the program (89% completion).

## Challenge Journals

The Challenge Journal series was developed in collaboration with the Department of Justice (DOJ), Federal Bureau of Prisons (FBOP). It focuses on helping high-risk PIOC's live a life free of criminal activity, violence and drug use and emphasizes the importance of building a health support community. The challenge journals utilize interactive journaling. This evidence-based practice brings consistency to service delivery while keeping program participants engaged and focused on their personal change goals. PIOC's that receive disciplinary separation time are eligible to participate in the Journal Series which is typically led by two facilitators in groups of 6-12. Participants complete a seven-journal series that consists of approximately 50, 60 to 90 minute sessions. A pre and post-test is completed that measures three factors; Behavioral Activation, Cognitive Restructuring, and Challenge Objectives. Challenge journals are also offered to individuals that appear to be struggling with adjustment to medium custody as evident by conduct reports and/or referrals from staff.

## Domestic Violence

Domestic Violence/STOP (Skills, Techniques, Options, and Plans for Better Relationships) is a cognitive behavioral intervention program that consists of 26 lessons, delivered in a closed group. This program targets criminogenic needs with PIOC's assessed as high or moderate risk on the Correctional Offender Management Profiling for Alternative Sanctions (COMPAS) assessment tool. It 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.

There were 46 PIOC's enrolled and 37 PIOC's completed during FY22 (80% completed).

## Sex Offender Treatment

The Sex Offender Treatment (SOT) Program meets an PIOC's initial classification need for institution-based sex offender treatment: SOT-1 and SOT-2. SOT-2 is designed as an 80-100-hour program offered in weekly two-hour classes for approximately one year of treatment for offenders assessed to have an average risk to re-



offend. The program follows the model designed by the Department of Corrections (DOC). Two professionals trained in sex offender programming, including at least one psychologist, lead each group. SOT-1 is designed as an 18-hour program offered in two-hour classes for approximately nine weeks. The SOT-1 program treats offenders with low to low average re-offense risk. The program follows the model designed by the DOC.

### Thinking for Change (T4C)

T4C is an evidence-based Cognitive Behavioral Program produced by the National Institute of Corrections. During this program, offenders are introduced to the Program Organizer concept, which shows the connection between cognitive self-change, problem-solving, and social skills—essentially demonstrating that thinking controls behavior. At the end of the program, offenders work together with a group and present a final role-play to incorporate all of the skills learned. Each participant was also tested during a final exam on the T4C concepts.

There were 92 PIOC's enrolled during FY22. Out of the 92 PIOC's 67 finished the program (73% completed).

### Windows to Work

Windows to Work is a pre- and post-release program designed to address criminogenic needs that can lead to recidivism, including: employment, education, anti-social cognition, anti-social personality, and anti-social companions. DOC contracts with each of Wisconsin's Workforce Development Boards (WDB) to provide programs at selected state correctional institutions or county jail facilities in each workforce development.

### Earned Release Program (ERP) and Substance Use Disorder (SUD) Program

The Earned Release Program (ERP) and Substance Use Disorder (SUD) Program is an 18-20-week program that addresses criminal thinking and substance use disorders. The program's mission is to enhance safety in the community by providing a continuum of substance use disorder services. This program consists of both core and ancillary/supplemental programming. All participants entering the SUD program are assigned core programming that addresses their problematic criminogenic needs, identified by the COMPAS assessment tool. Moderate and High-risk participants that complete the SUD program will have completed, Thinking for a Change (T4C) and Cognitive Behavioral Interventions for Substance Use-Adult (CBI-SUA).

In the last Fiscal year, we have completed 2 ERP/SUD group cycles. We enrolled a total of 21 ERP Participants and 5 SUD Participants (26 participants total). There were 26 PIOC's enrolled during FY23. Out of the 26 PIOC's, 20 PIOC's successfully completed their programming. (76.9% successfully completed)

At the end of the FY23, 10 new ERP Participants were enrolled in programming with a start date of May 15, 2023. All 10 participants remain in program at this time.

We also were able to hire an additional treatment specialist for our ERP/SUD programming!

### Pathways Home 2

PATHWAYS Home 2 provide eligible individuals who are incarcerated in state correctional facilities, or local or county jails, with workforce development services prior to their release, and following their transition back into the community. The program is job-driven and builds on connections with local employers that will enable transitioning individuals to obtain meaningful employment post-release.

## **Bureau of Correctional Enterprises, Durable Medical Equipment Refurbishing** **(Shop 893 at RGCI)**

The Bureau of Correctional Enterprises (BCE) at RGCI currently employs 10 PIOC workers. When donated equipment is received in the shop, the following process takes place: it is evaluated, sanitized, disassembled, cleaned, repaired, replacement parts are issued as needed, it's reassembled and a final quality control check is conducted. Upon completion, the items are then placed for sale directly and on Wisconsin AT4ALL for availability to Wisconsin's unique abilities population through any non-profit organization to include state and federal government entities. Many customers do not have the insurance or funds needed to purchase the new equipment they need. Our equipment can be purchased around a quarter of the cost of new equipment.

In FY23, BCE refurbished hundreds of pieces of high quality, used and donated Durable Medical Equipment (DME) for our DOC facilities and other non-profit organizations. The types of DME that was refurbished include: manual and power wheelchairs, power scooters, walkers, transfer benches, bath/shower chairs & seats, elevated toilet seats, bed rails, seats, cushions, batteries, battery chargers, commodes, rollators, hospital beds (manual and power), patient lifts (manual and power) and several other miscellaneous items. BCE also recycled a few hundred pieces of DME that was unable to be refurbished this fiscal year. This ensures that these items, which equal 10's of thousands of pounds, do not end up in a landfill. Thus, preserving our environment.

BCE DME refurbishing at RGCI also refurbishes DOC wheelchairs for \$80.00 each and rollators for \$40 each. It allows institutions/facilities to have their heavily used and damaged equipment repaired in a convenient manner, at a reduced cost vs. purchasing new, while supporting BCE's mission to teach PIOC's employable skills. We are currently looking at ways to obtain additional training and certification for our PIOC's.

We continue to seek out opportunities to partner with non-profits for assistance with obtaining used and donated items for refurbish as well as to help with sales and equipment placement to the end user. Thanks to generous donations and partnerships with: Inlusa, King Veteran's Home, Wisconsin Department of Veterans Affairs, Options for Independent Living, WISTECH, Wisconsin Medical Project, NuMotion, Solutions for Independent Living and Milwaukee's ALS chapter we are able to fulfill our mission and sell equipment to several nonprofits in Wisconsin.

The contact for refurbishing services, equipment sales and/or donation is: Christine Trinrud – [christine.trinrud@wi.gov](mailto:christine.trinrud@wi.gov) / 920-566-2600 extension 2300.

## **Business Office**

The RGCI Business Office manage the PIOC's trust accounts, payroll, warehouse and canteen ordering. There were 985 requests for purchase and 113 purchase orders written. Warehouse staff manage over \$260,000 of inventory and process orders from all departments within the institution. RGCI PIOC fundraisers once again donated over \$18,000 to local charities in FY23.

## Educational Services

The RGCI Education Department currently consists of 8 teachers that support PIOC by providing ABE/HSED education, vocational instruction and collegiate support. Our average rolling student enrollment is 165 students. 14 students earned their high school equivalent diplomas in the last year, 35 earned a vocational certificate or diploma and 5 earned Associate's degrees. 4 students earned a technical diploma in Small Business Entrepreneurship, which was a new college program to RGCI! The Second Chance Pell program currently has 40 students enrolled for fall semester of 2023/2024 working with Milwaukee Areas Technical College and Madison Area Technical College. Through Fox Valley Technical College, students at RGCI have the ability to earn their Baking Fundamentals Certificate. This Bakery Vocational program includes a 14-week classroom and kitchen/lab course for 8 students who take a Servsafe exam. The bakery students also practice their skills with a monthly institutional bakery sale for the PIOC's which is very much enjoyed! The second vocational program offered through Fox Valley Technical College, is an Industrial Maintenance Mechanics certificate that involves a 32-week classroom and lab courses, utilizing multiple mechanical operations. RGCI's library is open Monday through Friday and is continuously adding new titles for those who enjoy reading. Educational computers are available for those looking to grow their academic skills, and the Law Library is also open Monday through Friday and is usually very busy with PIOC's doing research or typing their legal materials.

## Food Service

The food service department operates seven days a week, 365 days per year, from 4:00 am to 6:30 pm. It is staffed by one food service administrator, one food service manager, two officers, eight food service leaders and 64 persons in or care. We have our own bakery and produce approximately 50,000 loaves of bread on an annual basis. In fiscal year 2023, the food service department prepared and served over one million meals with an average meal cost of \$1.31 per person. Persons in our care that work in foodservice learn many skills that will aid them in finding employment in the industry, and elsewhere upon their release.

## Health Services

RGCI's Health Services Unit (HSU) is staffed seven days per week by registered nurses. Hours of operation are Monday through Friday 6:00 am to 10:00 pm. Advance Care Providers are available during those hours. Weekend hours are 10:00 am to 6:00 pm with an on-call physician available 24/7. Our staff includes nine full time employee (FTE) nurse clinicians, one health services manager, two physician, three licensed practical nurses, one medical assistant, and three medical program assistant associates. Our dental clinic is open three days per week and is staffed with one dentist, a dental assistant and a dental hygienist. At this time there is no nurse practitioner.

Advanced care providers and nursing have an average of 1,200 appointments per month. Each PIOC is seen a minimum of once yearly for an annual screening, other appointments are chronic care, acute care, therapies, diagnostic testing, and medication management. Other part-time services provided on site are physical and occupational therapy, optical, x-ray, audiology, psychiatry, and ultra-sound testing. Routine appointments for health maintenance are handled through the chronic condition clinics. PIOC patients are referred for surgical interventions, cancer treatment, and to specialty clinics ranging from orthopedics to infectious disease specialists. Theda Care, UW Madison, Berlin Memorial, St. Agnes, Aurora, and Waupun Memorial hospital's/clinics are all utilized.

We strive to meet our patients' needs while being cognizant of health care cost. We continue to value quality improvement and therefore complete several audits each month in an effort to strive for quality and continuity of care.

### **PIOC Complaint Examiner**

Wisconsin DOC provides PIOC's a process in which to file complaints, the PIOC Complaint Review System (ICRS) which is governed by Wisconsin Administrative Code Ch. DOC 310. The ICRS complaint scope of review allows for review of policies, rules, living conditions, or employee actions that personally affect the PIOC or institution environment, including civil rights claims, classification, disciplinary actions, administrative confinement, or request for qualified leave, and decisions regarding requests to authorize new religious practice or religious property. RGCI employs one full time Institution Complaint Examiner (ICE) to investigate and review complaints. During this FY the ICE accepted 647 complaints. During this time frame the ICE returned 739 submitted complaints for various corrective actions by the PIOC before being accepted if resubmitted.

### **Maintenance Department**

Under the general direction of the buildings and grounds superintendent and buildings and grounds supervisor, the department employs thirty-eight PIOC's. The maintenance department is responsible for all physical plant maintenance including plumbing, electrical, electronic technical services, HVAC, welding, woodworking, painting, automotive services, food service equipment repair, and grounds keeping.

Maintenance accomplishments in FY2023:

- 2,802 work orders completed.
- Replacement camera project started to replace our existing cameras with new cameras.
- Replaced all exterior parking lot, perimeter, high mast and wall pack lights with LED fixtures.
- PIOC workers in the woodshop made numerous items that were donated to local charities.
- Seal coated the parking lot and black top road ways outside the secured fence.

## Mental Health Services

The Psychological Services Unit (PSU) is responsible for monitoring, supporting, and treating PIOC with mental health problems. The mental health issues addressed include serious crises and severe long-term mental illnesses as well as difficulty coping with issues of life and incarceration. PSU works closely with security staff, health services (including psychiatry) and unit staff to address these issues. PSU is also responsible for providing sex offender treatment, assisting in training staff, providing specialized psychological evaluations of PIOC, and supporting the safe, secure functioning of the institution. Psychologists are assigned to housing units where they provide an array of direct mental health services as well as administrative and consultative services to PIOC.

Additionally, PSU staff are on call for coverage after regular working hours. Our staff are committed to excellence in mental health treatment. They offer treatment of psychological problems including and not limited to trauma, depression, anxiety, pain, grief and loss, attention and concentration, gender identity, psychological testing and when necessary referrals to the Wisconsin Resource Center.

## Records

The Records Office is responsible for: the maintenance of PIOC social service, and legal files; coordination of PIOC parole hearings; sentence calculations to establish maximum discharge, extended supervision, mandatory release, and parole eligibility dates; scheduling court trips; scheduling Court Zoom videos; placing detainers; PIOC file reviews; verification of time served computations; processing of visitor forms; and service of process.

The Records Office is also responsible for processing PIOC intakes, transfers and releases within the DOC. In FY23, an average of 46 PIOC transferred in monthly and an average of 25 PIOC transferred out. The Records Office also processed an average of 17 PIOC releases per month, ensuring proper release into the community.

## Reclassification

The Bureau of Offender Classification and Movement (BOCM) protects the public, staff, and PIOC through a dedicated and centralized PIOC classification process to determine custody, program need, institution placement assignments, and movement of PIOC. PIOC are initially classified at Dodge Correctional Institution. This provides them with an initial custody level, institutional placement, and program assignment(s) upon entry into the correctional system.

Reclassification Committee staff review PIOC's progress while incarcerated, as well as provide recommendations and make decisions regarding movement through the system. Reclassification reviews are conducted per DOC 302 with hearing not to exceed 12 months from the previous hearing. Early reviews are conducted based on significant changes with approval. Recommendations and decisions are made by the

The Reclassification department at RGC consists of an OCS and an Operations Program Assistant, who are employees of the DOC's Bureau of Offender Classification and Movement (BOCM).

For FY23 RGC reclassification statistics were:

- 528 reclassification hearings held.
- 362 reclassification waivers.
- 142 early reclassification hearing requests processed.

## Security

The Security Department at Redgranite Correctional Institution is overseen by the Security Director. The Security Department works to ensure the general safety of the public, staff and PIOC's while partnering with all disciplines to meet the operations needs of the institution. An emphasis is placed on ensuring a positive environment and mindfulness of all areas.

### Staff Discipline and Training

There is a total of 14 Security Supervisors that oversee five housing units and 185 uniformed positions. Daily inspections of housing units are performed by staff to ensure a safe environment as well as removing unauthorized contraband. Security supervisors serve as liaisons to all areas of the institution and help collaborate with all departments at RGCI.

The Security Supervisors conduct investigations on necessary separation between PIOC's, PIOC's and staff, and/or alleged violation of institution rules. Investigations may be in conjunction with law enforcement investigations when criminal activity may be present. There are many ways that investigations are generated. Discipline can range from warnings, informal counseling, written conduct reports up to and including criminal prosecution.

### Incident Reports

A total of 1,594 incident reports were written in FY23.

### Conduct Reports

A total of 1,520 conduct reports were written in FY23.

### Restrictive Housing

RGCI has one, 46 cell restrictive housing unit (RH) that manages PIOC's placed in temporary lockup (TLU) status as well as those in disciplinary separation. RH has a multi-disciplinary approach that consists of a review team of staff representing security, psychological services, health services and social services. While PIOC's are in RH they are offered programming to assist with making better choices in the future and daily living.

### Training

RGCI has designated the 1<sup>st</sup> Tuesday and the 3<sup>rd</sup> Tuesday afternoon of each month to staff training. On these days, the institution operates in a modified lockdown status during certain times of the day when training is provided. Throughout the year staff have training for Principles of Subject Control (POSC), Emergency Response Unit (ERU), CNT, STG, Suicide Prevention, ADA, and a multitude of other trainings as available.

## Unit Management

This Institution is designed to function under a decentralized management and service delivery system. The four housing units operate, for the most part, as self-contained units. PIOC dining is decentralized and takes place within each housing unit, as do many of the program and leisure-time activities. This design enables more effective control of movement and reduces risks apparent in large groupings of PIOCs.

Each of the four housing units are managed by a unit supervisor in conjunction with a multidisciplinary team consisting of correctional officers, social workers, teachers, work supervisors, a psychologist, and liaisons from health services and the security supervisor ranks. The multidisciplinary team meets on a regular basis to discuss unit operations and issues related to the management of individual PIOCs. By sharing information and perspectives, staff members gain a fuller view of the PIOC and the various responsibilities of all staff.

## Visiting

Visits have continued to evolve this year. We started this fiscal year by offering both in person and zoom visits. Starting in July 2023 RGCI started offering virtual visits on units with visitors scheduling the visits. We removed the zoom visits from the visiting room so we could then offer in person visits six days a week. The new option for virtual visits gives the PIOC the ability to connect with their family and friends during the day and evening hours, not just during visiting hours. RGCI has been committed to providing opportunities for family and friends to connect with loved ones. Having social support is vitally important to the success of the PIOCs rehabilitation and reentry.

## Coordinators

### American with Disabilities Act (ADA)

Primary:	Cara Lenz, Education Director	(920) 566-3126
Backup:	Chad Keller, Administration Captain	(920) 566-3113

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

Primary:	Zachary Schroeder, Corrections Program Supervisor	(920) 566-3130
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### Limited English Proficiency (LEP)

Primary:	VACANT	(920) 566-----
Backup:	Lieutenant. David Hitz	(920) 566-3194

### Prison Rape Elimination Act (PREA)

Compliance Manager:	Joli Grenier, Corrections Program Supervisor	(920) 566-3180
Backup:	Lieutenant Tyler Rodensal	(920) 566-3194
Victim Services:	Donna McMartin, Social Worker	(920) 566-3206
Backup:	Kari Shearer, Social Worker	(920) 566-3177

## Acronyms

ADA – Americans with Disabilities Act  
ALS – Amyotrophic Lateral Sclerosis  
BCE – Bureau of Correctional Enterprises  
BOCM – Bureau of Offender Classification and Movement  
CGIP – Cognitive Intervention Program  
CMSD – Corrections Management Service Director  
CNT – Crisis Negotiation Team  
COMPAS – Correctional Offender Management Profiling for Alternative Sanctions  
COVID 19 – Coronavirus Disease of 2019  
DAI – Division of Adult Institutions  
DCC – Division of Community Corrections  
DME – Durable Medical Equipment  
DNA – Deoxyribonucleic Acid  
DOC – Department of Corrections  
ERU – Emergency Response Unit  
FTE – Full time employee  
FY23 – Fiscal Year July 1, 2022 to June 30, 2023  
GED – General Education Development  
HSED – High School Equivalency Degree  
HSU – Health Service Unit  
HVAC – Heating, Ventilation, and Air Conditioning  
ICE – PIOC Complaint Examiner  
ICRS – PIOC Complaint Review System  
LEP – Limited English Proficiency  
OCS – Offender Classification Specialist  
P&P – Probation and Parole  
PA Confidential – Program Assistant Confidential  
PIOC – Persons In Our Care  
POSC – Principals of Subject Control  
PREA – Prison Rape Elimination Act  
PSU – Psychological Services Unit  
RC – Reclassification  
RGCI – Redgranite Correctional Institution  
RH – Restrictive Housing  
RYTE – Reaching Youth Through Education  
SOT – Sex Offender Treatment  
STG – Security Threat Groups  
STOP – Skills, Techniques, Options, and Plans for Better Relationships  
T4C – Thinking for a Change  
TABE – Testing of Adult Basic Education  
TLU – Temporary lockup