



WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Kevin A. Carr

Waupun Correctional Institution

DATE: June 30, 2021
TO: Family and Friends of WCI population
FROM: Emily Propson, Deputy Warden *Propson*
SUBJECT: Video Visitation Update

Effective July 6, 2021 Waupun Correctional Institution (WCI) will begin allowing one Zoom visit per week as resources allow. As we begin to offer in-person visits, Zoom visits will only be available on Tuesday, Wednesday, and Thursday of each week. The visits will remain 30 minutes in length. Visits cannot be rescheduled. All other details related to the video visit process will remain the same.

Visitors wishing to take advantage of this visiting option will need to email the following information to the WCI dedicated video visiting account, DOCDAIWCIZoomVisits@wisconsin.gov:

- Name and DOC number of the person you wish to visit,
- Preferred date and time of the visit (anytime between 8:00am to 4:00pm Tuesday, Wednesday, or Thursday),
- Any alternative dates/times that work with the visitor's schedule (recommended),
- Names and dates of birth of all visitors who will be present on the call.
 - All visitors must be on the approved visiting list
 - A maximum of six (6) adults and four (4) minors are permitted per video visit
- Your phone number in case connectivity issues arise.

Requests for visits for an upcoming week (Monday – Thursday) must be submitted to the dedicated account no later than 10:00am Central Time on the previous Thursday.

It is recommended that visitors download the ZOOM app prior to the video visit to ensure accessibility. The app can be downloaded on their computer, laptop, cell phone or tablet.

Prohibited conduct

1. DAI Policy # 309.06.01 – Visiting, is to be adhered to at all times.
2. Inmates are responsible to inform their visitors of all the rules governing their visit. Any violations will result in the termination of the visit and is subject to disciplinary action or suspension of visits by the Security Director.

3. Conversation during visits will be held to a normal tone of voice to not disturb others. Only one warning will be provided in regards to this matter before visiting video session will be terminated.
4. Only those scheduled to attend the visit are permitted to be on the video screen.
5. Visitors are not permitted to record the visit.
6. Visitor attire shall coincide with visiting room approved attire. Visitor attire cannot have any of the following:
 - Exposed undergarments.
 - Clothing with revealing holes, tears, or slits.
 - Clothing or accessories with obscene or profane writing, images or pictures.
 - Gang-related clothing, headwear, shoes, logos, or insignias
 - Transparent/translucent (see-through) clothing.
7. Video visiting will be terminated immediately if there is any suspicion of Illegal activities, any behavior that would be deemed inappropriate in the visiting room setting, or any inappropriate behavior outlined as unacceptable in accordance to DAI Policy - 309.06.01. This includes but is not limited to the following:
 - Sexual acts or nudity
 - Drug and alcohol use during the visit
 - Showing of objects identified as a threat (firearms, weapons, knives, etc.)
 - Inappropriate language
 - Inappropriate location of visitor (bar, night club, etc.)
 - Operating a vehicle during the scheduled visit