

***STATE OF WISCONSIN
DEPARTMENT OF CORRECTIONS***

WISCONSIN SECURE PROGRAM FACILITY



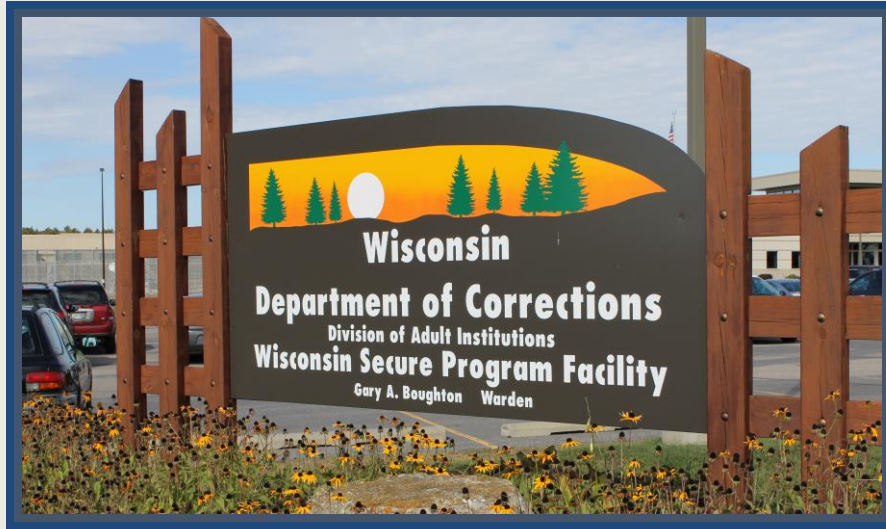
ANNUAL REPORT

***Fiscal Year 2020
(JULY 1, 2019 - JUNE 30, 2020)***

***Gary Boughton
Warden***

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A Message from Warden Boughton...

The information in the following report does not reflect the most compelling issue for WSPF, DAI, Wisconsin, the United States and even in the World; COVID-19.

Beginning in February, everything we knew to be our “normal”, become very un-normal. The mission of the Department and WSPF changed to a focus on mitigating the spread of the coronavirus in a correctional setting. Daily activities changed; providing a virus free work environment for staff and a living environment for those housed at WSPF was at the forefront. WSPF staff adapted and the institution continues to be an institution in DAI which has not had the virus effect the population.

Vacancies continue to be an issue for various departments at WSPF. This issue has a huge impact on staff. For departments which are not 24/7, there is still the need to complete tasks but with less staff. For officers and sergeants and the need to cover posts around the clock, working additional hours is not conducive to a balanced life. WSPF has taken steps to help staff as best as possible by reducing activities on weekends and requesting the assistance from NLCI staff but unfortunately, it does not eliminate all the needs for posts coverage.

Lastly, I want to recognize the staff who worked at WSPF and retired in FY2020 as their commitment to corrections should not go unnoticed. Nothing in a correctional institution is possible without the staff who work there and make it happen. The below staff who retired are a good representation of the different classifications who are part of any institution.

Trevor Boardman	Correctional Sergeant	Brian Kool	Unit Supervisor
Cathy Broadbent	Education Assistant	John Kussmaul	Correctional Sergeant
Lynn Bliss	Correctional Officer	Mary Lee	Client Services
Leb Brown	Unit Supervisor	Richard Matti	Correctional Sergeant
Kim Finnell	Correctional Officer	Mike McDaniel	Correctional Officer
David Gardner	Administrative Captain	Tim Nordengren	Correctional Officer
Tom Hanke	Correctional Sergeant	Robert Shannon	Correctional Officer
Kurt Hoepfer	Captain	Ron Torgerson	Correctional Officer
George Hoffman	Electrician		

FAST FACTS PROFILE

Date Opened: 1999
Security Level: Maximum
Operating Capacity: 500 Males
Current Population: 486 Males
Security Staff: 172 FTE
Non-Security Staff: 76 FTE
Number of Acres: 160, institution occupies 24 acres
Operating Budget: 20.8 Million
Money Collected: FY20
Victim Witness Surcharge A & B: \$12,139.36
DNA Surcharge: \$17,847.42
Child Support: \$14,222.08
Medical Co-Pays: \$2379.52
Restitution: \$53,231.75

HISTORY OF WISCONSIN SECURE PROGRAM FACILITY

- ◆ **December 17, 1997:** Ground breaking and construction began at the facility site
- ◆ **August, 1999:** Construction of facility complete
- ◆ **November 10, 1999:** Facility received first inmate and the facility opened under the name of Supermax (SMCI) as it was not officially named.
- ◆ **October 1, 2003:** Facility officially named as Wisconsin Secure Program Facility (WSPF).
- ◆ **February 14, 2007:** WSPF converted a 111 bed unit used for transition in the High Risk Offender Program to a General population Unit
- ◆ **June 16, 2008:** Began planning to convert Delta Unit (2 ranges) to General Population with a target date for occupancy of September of 2008.
- ◆ **July 2009:** Planning the opening of the outside recreation area for General Population use.
- ◆ **April 2010:** Last 2 ranges of Delta Unit opened for General Population use.
- ◆ **February 2011 :** Began construction on the Barber/Cosmetology area
- ◆ **September 2011:** First Barber/Cosmetology Class begins
- ◆ **June 2, 2014:** Range 1 on Echo Unit converted from segregation range to general population use.
- ◆ **January 2015:** Range 2 Echo Unit converted from segregation range to general population use.
- ◆ **April 2015:** Contact Visitation for general population opened.
- ◆ **May 2015:** Ranges 3 and 4 Echo Unit converted from segregation range to general population use.
- ◆ **August 2015:** Modifications made to the Health Services Unit to accommodate GP reporting to HSU for medical appointments.
- ◆ **January 2016:** Mentoring Program for those housed in restrictive housing.
- ◆ **July 2016:** Range 1 Foxtrot Unit converted from restrictive housing to general population use.
- ◆ **February 2017:** Range 2 Foxtrot Unit converted from restrictive housing to general population use.
- ◆ **January 2018:** Foxtrot Ranges 3 and 4 converted from restrictive housing to general population use.

WISCONSIN SECURE PROGRAM FACILITY MISSION STATEMENT

The Wisconsin Secure Program Facility, will safely and humanely house, manage and control those housed in a secure setting. The Wisconsin Secure Program Facility will also provide individuals the opportunity to acquire skills needed for their eventual progression into less secure correctional environments.

WSPF COMMUNITY RELATIONS BOARD

“Keeping the lines of communication open”

Members of the Community Relations Board are appointed by the Warden. CRB membership is available to any community citizen including elected or appointed government officials. Membership is not available to active clients of the Department of Corrections.

The following is the list of members:

Lisa Riniker Grant Co. District Attorney	Steve Wetter Mayor – Boscobel
Darla Adams Victim/Witness Coordinator, Grant Co.	Paul Bloyer Former Mayor – Boscobel
Dr. Kurt Wilhelm Physician	Travis Tranel State Representative
David Hartberg Administrator, Gundersen Boscobel Area Healthcare	Jerry Berge Retired Warden
Jaden McCullick Chief of Police, Boscobel	Pete Huibregtse Retired Warden
Nathan Dreckman Sheriff, Grant Co.	Steve Braun Grant Co. Emergency Management
Dale McCullick Sheriff, Crawford Co.	

WSPF ACCOMPLISHMENTS for FY20

Community Service Project Donations (Items made by those Housed at WSPF)

7/25/2018 - Green Bay Habitat for Humanity; donated afghan

7/25/2018 - Request for donation (Afghan) for River Trail Banquet Boscobel non profit

08/21/2018 - WCWA-West Central Wardens and Superintendents Association Conference (Sept 2018) (Afghan)

08/21/2018 - JAVA JIVE-Rape Crisis Center Madison (Afghan)

11/09/2018 - Youth bowling tournament/Boscobel area (3 Afghan's)

HUMAN RESOURCES DEPARTMENT

The Human Resource Department is dedicated to ensure all Federal and State employment laws are followed in the staffing and operation of the WSPF, including a safe and harassment free workplace for employees. In addition, the team strives to foster and maintain a good working relationship with all employees.

The Human Resource Office was staffed during FY20 as follows:

- ◆ Shirley Gates, Institution Human Resources Director
- ◆ Diane Yonker, Human Resources Assistant
- ◆ Tammy Lenzendorf, Payroll and Benefits Assistant

Workplace Enhancement Committee

The Workplace Enhancement Committee (WPEC) is a group of employees who work together to make the Institution a better place to work. WPEC sponsors a number of fundraisers for charitable organizations, staff members, and items for the institution.

2019-2020 - Pizza & burritos available for staff to purchase during the year for WPEC funds for future events and activities.

Aug 2019 - PDCI/WSPF ball game
- School Supply drive for Boscobel Schools

Sept 2019 - Collection for Sgt. Traci Smith

Oct 2019 - Bake Sale

- Halloween Candy jar contest and donut apple cider sales for WPEC

Nov 2019 - Nacho sales for WPEC

Dec 2019 - Adopt a Family and school clothing drive.

-Staff treat bags

-Number board with winners receiving gift certificate to Kwik Trip or Subway

Jan 2020 - Treats and cappuccino sales for staff for WPEC

Feb 2020 - Basket raffle and popcorn sales for staff for WPEC

March 2020 - Treats and cappuccino sales for staff for WPEC

May 2020 - Employee Week — gift card drawings/activities for staff

All this is made possible through the generosity of the employees supporting WPEC efforts.

CISD/PEER

The Critical Incident Stress Debriefing (CISD) Program is a confidential, peer-based support system for employees who have experienced stress due to involvement in a work-related incident. CISD and peer support programming is now facilitated by FEI Workforce Resilience: an outside Employee Assistance Program which can be contacted by phone (866) 274-4723 or online www.feieap.com Username: SOWI. Standardized training for peer supporters was implemented by the DOC Central Office in 2009 and has been enhanced in past years as recently as 2018. WSPF will continue to actively endorse this and other trainings for new as well as existing peer supporters.

GENERAL POPULATION

The general population units at WSPF has the capacity to house 401 individuals and are managed by two Corrections Unit Supervisors. Each cell is a single occupancy cell with the exception of 10 cells on Delta unit, which are double cells. These units have program space (8 & 12 person dayrooms). The dayrooms are where GP individuals eat, attend education classes, programs, and religious activities. Smaller areas allow individuals to lift weights, play basketball, play handball, attend law library, sit outside and enjoy the weather while playing cards etc. Approximately 35% in general population hold institution jobs and approximately another 80 are enrolled in Education.

Tree Project

The WSPF cooperative tree grading project with the Wilson State Nursery of the Wisconsin Department of Natural Resources was put on hold in FY20 due to COVID-19 concerns.

Garden

The growing season of 2020 marked the tenth year of the WSPF institution container garden program. The garden produces both flowers and vegetable plants. Individuals housed in GP tend to the garden. This years' plantings were minimal and for staff purchase only due to COVID-19 concerns.

SECURITY DEPARTMENT

Crisis Negotiations Team

Training is conducted bi-monthly in eight hour blocks. The team consists of security and non-security staff who train together on the following topics, effective communications techniques, hostage negotiations, and role playing scenarios. As staffing and funding allow staff will attend the initial 40 hour training block. WSPF and PDCI continue to work together to provide update training to the CNT members at both institutions.

Training/E.R.U.

The Training Captain maintains training records, coordinates all DOC mandated training requirements and assists with instructor led training conducted at the institution. The unique physical nature of the institution allows for the institution to be placed in a slow-down staffing pattern to facilitate training. Institution training days are conducted monthly with varied subject materials. New this year we started on-shift training every Thursday to provide additional training for security staff and non-security on like topics.

E.R.U. (22 member team): Training is conducted bi-monthly in eight hour blocks. Joint training is conducted with PDCI when schedules allow. Training topics include Handgun, Rifle & Shotgun Qualification, Armed Escort, Electronic Control Devices, Specialty Impact Munitions, Basic E.R.U., Incapacitating Agents, Pepper/OC Launcher, Distraction Devices, Arc Air & Partner Saw systems, Building Clearing, ICS, and Joint Exercises w/ C.N.T. & Command Post.

TEMS (4 member team): Tactical Emergency Medics continue to train with the ERU team. We currently have one member on the team.

Equipment purchases: Ammunition, weapons cleaning equipment, Taser cartridges incapacitating agents & personal safety equipment. These items were purchased to replace worn equipment, improve training skills and better equip the ERU team for a tactical environment and line staff for regular duties.

Future training goals for ERU and areas of improvement: Continue to provide update training to give team members tools to use during emergency situations. Conduct a regional joint ERU exercise with SWTC criminal justice students. Also continue to conduct Basic ERU, Armed Escort classes and update certifications for new members as open positions are filled.

Medical First Responders

The Medical First Responder program at WSPF was initially implemented in August 2000. In FY20 (July 1, 2019-June 30, 2020) the following continued to be maintained by the Medical First Responders. Coverage continued to be offered as scheduling allows.

- ◆ All members continued to be trained in Healthcare Provider level CPR/AED.
- ◆ All members maintained certification in all approved skills as directed by the Medical Director.
- ◆ 3 of the WSPF Medical First Responders are active in EMS in their respective communities either as Medical First Responders or as an EMT-B.
- ◆ WSPF Medical First Responders continue to implement Tactical Medical skills within WSPF's ERU program.
- ◆ WSPF's Tactical Medics and Medical First Responders continue to offer their services outside the institution in Mutual Aid/IMS situations.
- ◆ Currently there are 7 members in the Medical First Responder Program
- ◆ Current Members completed the 24/30 hour refresher classes.
- ◆ There are currently 2 members who are instructors of CPR/AED
- ◆ There are currently total of 2 nonmembers who are CPR/AED instructors.

Visits

Contact visitation for general population use began April 17, 2015. It was an element which WSPF did not offer but other WI DOC maximum security institutions do. With WSPF having more GP beds than RSH beds the evolution to contact visitation was fitting. A number of visits are still conducted through video visitation. There were a total of 1998 visits and 3034 visitors this year. A breakdown of visiting number is below:

Tele visits	Contact Visits	No-Contact Visits
196	1759	43

There were a total of 93 video court hearings held during FY20. The video Court Room was also used for Parole Hearings, Evaluations, and Conduct Report hearings with other institutions, Agent visits, and Public Defender interviews.

Conduct Report Statistics

FY20 resulted in 1292 total conduct reports being served with 724 of these being heard as majors, 568 were heard as minors.

PROGRAM DEPARTMENT

Programming at WSPF covers three major areas including: 1) General Population, 2) PACE-Progressing through Administrative Confinement Effectively and 3) RH-Restrictive Housing status in disciplinary status. Programming ranges from essential A&E identified programs to in cell programming. One of the criteria is an evaluation while at WSPF is their participation in programming. This is important as it assists staff in evaluating motivation, willingness to take a look at him and address behaviors and criminogenic needs.

Progress Through Administrative Confinement Effectively (PACE) has been in place since May 2018.

The changes made include movement to more evidence based practices, increased use of BITS and Carey Guides, DBT Social Skills Groups, positive reinforcements, and staffing changes to allow increased program options. In 2019 an additional Treatment Specialist position was created from former position in program department vacated (formally Client Services Assistant and Teachers Assistant). A Program Sergeant position continues to be in place since 2018. The Restrictive Housing program for Administrative Confinement is called PACE. The program redesign includes all those AC status in Restrictive Housing regardless of status. Each

individual is reviewed weekly and an individual program plan is created ranging from a one-on-one to complete a BIT, to in-cell programming options, to small group options. This program has just completed its second full year and continues to develop. While there is a noticeable decrease in the number of journals used for in-cell programming, there is a definite increase in the number of Carey Guides and BITS being used in face-to-face interventions, this trend has continued in 2019. Data collection of conduct numbers for completion and follow up has begun. This project was started by an intern from SWTC in Human Services degree. Information on completions is being gathered at this time along with 6, 12 and 18 month follow ups looking at behavior after completion of PACE. Treatment Specialists are also doing individual one on one follow ups with those who have completed initially once a month and gradually decreasing number of follow ups. Assessments have also been requested and information gathered as completions occur. The intention is to continue to monitor for at least 1 more years while gather numbers and data.

Interactive Journaling (PACE, RH, AC) (2019/2020 Completions 14)

Whether grappling substance dependence or the loss of freedom which comes with incarceration, journaling has proven to be an effective tool in helping an individual cope with challenging situations. The power of writing is a useful tool because the process is immediately personal and relevant. Individuals can map out where they have been, where they are today and where they wish to go.

Anger (PACE)-in cell does not meet A&E need (2019/2020 Completions 0) Individuals in recovery look at the cost of anger and aggression in their own lives and learn how to create new choices. They discover destructive actions don't just happen in an instant; they grow out of a pattern of thoughts, beliefs, and feelings. Individuals learn an array of effective alternatives and practical skills which make it possible to stop aggression before it's too late. This in-cell Anger Management Program at WSPF does not meet an A & E need.

RET – Rational-Emotional Therapy (PACE) (2018/2019 Completions 1)

This program teaches hands on practical skills for everyday living. It is based on the work of Albert Ellis and can help you understand behavior, recognize and change self-defeating attitudes, set new, attainable goals, and practice new problem solving skills.

Turning Point 1 (PACE) (2018-2019 completions 3)

This program leads to practical, concrete ways to become aware of their own thinking and its consequences and day by day, work toward the goal of responsible lives.

Turning Point 2 (PACE) (2018-2019 Completions 5)

Correcting errors in thinking is basic. The other half is the BEHAVIOR which results from those thoughts. Tactics are habitual ways of acting which keep people stuck in destructive lives. Individuals learn to become aware of Tactics and how they use them, making change possible.

Turning Point 3 (PACE) (2018/2019 Completions 7)

This program teaches individuals how to use the *Power of Consequences* as compelling motivation to stick with the difficult, day by day work of changing life long patterns. Individuals learn to draw upon mental images of impending consequences when faced with temptation, instead of shutting them out.

A Better Way (PACE) (2018-2019 Completions 4)

Designed for first time, participants in institutional substance abuse programs, and anyone who wishes to live free. Individuals will learn a trio of life changing behaviors which will involve the word acceptance.

Getting it Right (ANY) (2018-2019 Completions 0)

This program uses rational self-counseling through journaling to help participants make the transition into the community and toward responsible living. Journals include: Personal Growth; Managing My Life; Relapse Prevention; Responsible Thinking and Change Plan.

Free Your Mind (PACE) (2018/2019 Completions 0)

This program is intended to examine perceptions, priorities and actions and make positive changes in our lives. Through this process, participants aim to see and understand they really do have choices.

Life Skills Program (PACE) (2018/2019 Completions 0)

This program is designed to help you develop and or improve your self-management skills. Find out who you are and who you want to become.

BRAVE Program (ANY) (2018/2019 Completions 3)

We are using up the last of these and phasing this option out for a newer option. The BRAVE Program is a seven journal series, designed in collaboration with the Federal Bureau of Prisons, to reduce institutional misconduct and recidivism.

CHALLENGE (2019/2020 Completions 11)

This is the newest addition replaced older items in the RH PACE program. The Challenge Program is a residential program designed to meet the treatment needs of high security individuals. The program encourages a healthy and crime-free approach to life. The Challenge Program is divided into three treatment components with target criminality, drug use and case management. There are nine (9) journals to complete. After 1 year of use we have received positive feedback using the tool. This is a research based, cognitive behavioral intervention tool.

Carey Guides (ALL) (2019/2020 completions as part of PACE 25; more in GP; staff training on use is on-going).

For behavior change and recidivism reduction to be possible, individuals must understand the personal and environmental factors underlying their offending behavior and be taught the skills they need in order to make positive changes in the future. The Carey Guides are designed to equip corrections with the information and tools they need to support these changes. Low Risk Case Plan interventions have begun using Carey Guides as one option to choose from to address issues.

BITS (ANY) (2019/2020 being offered as a follow up to all Disciplinary Separation Dispositions-140 completed in RH, in GP and during groups or other situational moments not tracked overall. The Brief Intervention Tools (BITS) were created to help corrections effectively address key skill deficits with adult or juveniles in short, structured interventions. Situational: The tools are designed to be used when a spontaneous "teachable moment" arises. They can also be used to target problematic behavior patterns. Staff determines when to offer a BIT. Individuals may also request a BIT from staff to address specific needs and incidents. Low Risk Case Plan interventions have begun using Carey Guides as one option to choose from to address issues.

Anger Management Group (Anger Control curriculum trained and to be implemented FY 20; 0 new facilitators trained noting retirement of previously trained. 2019/2020 2 group completions with a total of 16, 2 additional active groups started and going into next fiscal year.) Due to COVID and staff shortages the ability to due groups was greatly diminished this year. Our goal next year is to do Anger Control and T4C opposite of each other for each unit offering equal amounts of Anger control and T4C groups.

Dialectical Behavioral Training (DBT); during this fiscal year implemented training for all PSU, Social Workers and Program staff as well as some Security staff. DBT Social Skills group implemented during this FY20 in Restrictive Housing for PACE Phase 4, 3 completed. Due to COVID and staff shortages the ability to due groups was greatly diminished this year. No GP DBT operating at this time.

Dialectical Behavior Therapy (DBT) is a cognitive behavioral treatment developed by Marsha Linehan, PhD, ABPP. It emphasizes individual psychotherapy and group skills training classes to help people learn and use new skills and strategies to develop a life they experience as worth living. DBT skills include skills for mindfulness, emotion regulation, distress tolerance, and interpersonal effectiveness.

To date WSPF has implemented the Skills Group:

DBT Skills Training at WSPF is done in Phase 4 of Administrative Confinement in small group settings

DBT skills training focuses on enhancing clients' capabilities by teaching them behavioral skills. Skills training is frequently taught in groups; the group is run like a class where the group leaders teach the skills and assign homework. The homework helps clients practice using the skills in their everyday lives. Groups meet on a weekly basis for approximately 2.5 hours, and it takes 24 weeks to get through the full skills curriculum. There are four modules in skills training:

- **Mindfulness:** the practice of being fully aware and present in this one moment
- **Distress Tolerance:** how to tolerate pain in difficult situations, not change it
- **Interpersonal Effectiveness:** how to ask for what you want and say no while maintaining self-respect and relationships with others
- **Emotion Regulation:** how to change emotions you want to change

Domestic Violence (GP) (DV/T4C curriculum; 2019-2020 completed 0)

1 facilitator trained left for promotion. No new groups completed due to staffing and COVID issues. This group of facilitators will alter between Anger Control and DVT4C. This program is a cognitive behavioral based approach at domestic violence programming. The program is introduced through a psycho/educational mode of treatment, the cycle of domestic violence and the tools needed to intervene in the cycle utilizing non-violent problem solving skills.

T4C/Cognitive Behavioral (GP and Previous HR0P) (Additional staff set to be trained where postponed due to staff shortages and COVID related issues. Those waiting for training are shadowing and assisting with prep work to continue with groups as much as possible. T4C was discontinued in RH and replaced with DBT options. 6 groups started and completed 43 GP completions this fiscal year) numbers are down due to Staffing Issues and COVID related issues. Thinking for a Change (T4C) is an integrated, cognitive behavioral change program for PIOC which include cognitive restructuring, social skills development, and development of problem solving skills. T4C will no longer be used in RH; will be moving to DBT Skills Groups as outlined above.

Parenting Malachi Dads (GP) (PREVIOUS group completed 3rd book, this voluntary group switched curriculum to 33 The Series; *A Man and His Design*. This new curriculum is led by same volunteer as the Parenting-Malachi Dads. It is a faith based small group for those in General Population. Enrollment in the group is voluntary as well. This program does not meet the Parenting need or any other essential program need. The program is a multi-volume series which is part of the Authentic Manhood movement. The volume contains sessions which explore the basic foundations of manhood by societal standards, explores insights into the current state of manhood, navigate through realities, cultural confusions and guiding ones journey through various phases of life as a man. This year the volunteer took time off and then due to COVID issues we have not been able to restart this group at this time.

New Freedom (PSU)

A New Freedom offers comprehensive and flexible curriculum workbooks and behavioral health treatment resources for adult correctional programs. Topics include substance abuse, drug court and diversion, behavioral health, life skills, community reintegration, vocational readiness, gang intervention, anger, aggression, violence, as RH and in-cell study. These are self-paced in cell programming options which can be request through PSU.

Re-entry (All GP PIOC)

Re-entry resources are available through the re-entry resource room and video programming. This includes the 10 modules designated by DOC as re-entry curriculum, video resources and worksheets. The resource room also offers computer use for Career Scope which as an aptitude test helping identify where their career strengths are highest. Also JobNET is available within 6 months of release to being job searches. JobNET offers a search engine for identifying jobs in various areas of the state. JobNET can search by area, types of jobs and types of skills among others.

Re-entry PAS –Practical Application Seminars (All PIOC within 12 months of release) (completed 2x once in fall and once in spring. (13 accepted the program, 9 participated and completed all sessions in GP; 6 offered workbooks and assistance in RH) Re-entry PAS is completed 2 times per year in spring and fall. GP PIOC attend all three sessions. Sessions cover re-entry Carey Guide, Living on the Outside Workbook, Addressing Biggest Obstacles, Mock Interviews, DMV and Reentry Resource table information, strengths building, Educational resources, Agent and Social Worker discussion, HSU discussion, Release clothing and Money discussions. RH PIOC scheduled separately and attend 1st and 3rd meeting. During this past year only 1 Re-entry PAS was completed due to Staff shortages and COVID related issues. We have begun doing smaller on unit sessions in and attempt to continue to meet reentry needs while being mindful of the current needs related to COVID prevention.

Restorative Justice: Gardening to Build Stronger Communities, This is a voluntary 12-week group program led by Student Volunteers, summer intern from UW Platteville and overseen and co-facilitated by a PSU Psych Associate. The program looks at the fundamental principles of restorative justice including empathy development, accountability for harms created and healing of victims, inmates and communities. The program at WSPF just completed its 4th cycle. There have been approximately 10 participants in each group cycle over the past 2 year. This past year one group completed which started to previous fiscal years; total of 9 completions. This group has been on hold due to COVID related issues this spring.

Chaplain Services

Chaplain Services offers services for all recognized faith groups as volunteers are available. Chaplain services also offers individual sessions with volunteers from identified faith groups. Chaplain services plays audio and/or video throughout the day on a rotating schedule for all recognized faith groups. Chaplain has increased the number of meetings and reduce numbers of attendees to address COVID related concerns. He has also increased the number of video resources which could be used and has been working with allowing volunteers to resume services using Zoom options.

Education

The Education Department provides Adult Basic Education, GED, HSED, Special Education and Vocational Education. WSPF is an authorized PearsonVue GED testing center. In the past fiscal year, 3 PIOC participated in Special Education, 19 have completed their HSED, 85 participated in ABE, and to date, WSPF has had 481 individuals obtain their HSED and 13 have obtained their GED.

WSPF also provides one vocational course — Barber/Cosmetology. To date 21 students have graduated from this program and received their degrees from Southwest Technical College. 3 students completed the program in FY20. Students also have the opportunity to take their state board exams which, if passed, make them licensed in the state of Wisconsin.

Educational Services are provided through various venues. For individuals in Restrictive Housing status, one-on-one sessions are provided, for students enrolled in Special Education, at the cell front and lessons including educational videos are provided through the in-house television systems. Students with special needs are provided services face-to-face utilizing the attorney booths. Individuals enrolled in education also have access to tutors on each range including a full-time bilingual translator/tutor for our LEP students.

General population students receive classroom programs to provide academic remediation and HSED preparation. 130 general population students have been enrolled in group classes on the General population unit in the last fiscal year.

Law Library Services

Satellite paper law libraries are available on each unit and contain the required materials per DAI Policy. A computer is also available on the segregation unit for use in searching for case sites electronically. In addition, two Google Chrome bases and one EDNET are set up on the General Population units Law Library for legal research and creating documents to be saved on their flash drive or in their EDNET account. PIOC's can purchase legal forms for a charge from the law library upon request. Those who have EDNET accounts and/or flash drives may request copies of typed case law briefs from the main law library. The General Population Units have two Law Clerks to aid in helping research case law and with the typing of legal documents.

Religious Programming

WSPF employs one full-time Chaplain to meet the religious needs of the population. The Chaplain does weekly rounds on the units and meets individually with individuals as needed. The Chaplain receives and distributes religious material donated by volunteers. Weekly programming relating to the DOC recognized religious umbrella groups is also broadcast via the in-house system. The institution has an extensive library of books to check out pertaining to the Religious umbrella groups. Pastoral visits are scheduled through the Chaplain. Volunteers provide weekly individual visits, group studies and services. Services for FY20 included Catholic Mass, Protestant Worship Service, Islamic prayers and services, Eastern services and Native American Pipe and Drum/Sweat Lodge. Pagan services are provided however the facility is in need of a volunteer.

Psychological Services

During FY20, Psychological Services Unit (PSU) consisted of three full-time Psychological Associates, one half-time Psychological Associate, one half-time Licensed Psychologist, and one full-time Supervising Licensed Psychologist. PSU staff members provide a variety of services to individuals housed in restrictive housing unit and four general population units. These services include crisis intervention, clinical observation placements, clinical restraints placements, clinical monitoring reviews, intake assessment, formal psychological assessment, sex offender treatment evaluations, treatment planning, individual psychotherapy, program referral, and consultation with other staff.

PSU staff provide services by facilitating several groups including Creative Expression, DBT social skills, Positive Psychology, Book Club, Restorative Justice and Thinking for a Change. In cell programming is available as requested or deemed appropriate for individuals.

PSU Staff at WSPF will continue to facilitate suicide prevention training for all staff at WSPF on an annual basis. PSU Staff at WSPF are also committed to improving as they continue to attend trainings designed to increase their effectiveness and skills.

Several WSPF PSU Staff have continued to assist in overseeing the Peer Specialist program (formerly the mentor program) where PIOC from general population work collaboratively with Restrictive Housing and General Population individuals who have had difficulties adjusting to the institution atmosphere. The program has demonstrated very positive ongoing results. Feedback from staff, the peer specialists and participants has been very positive with several individuals successfully being transitioned from long term Restrictive Housing to General Population with the assistance of the Peer Specialists.

RECORDS

The WSPF Records Office calculates sentence information and maintains all social services and legal documentation for those housed at WSPF. During FY20, WSPF processed 55 releases and 118 transfers as well as 144 intakes.

HEALTH SERVICES UNIT

The WSPF Health Services Unit oversees the immediate health care needs on a daily basis, including clinic visits for the doctor, psychiatrist and RN appointments as well as urgent and emergent treatment. Also provided is on-going monitoring of chronic conditions, providing educational materials and providing of medication and teaching. Dental staff provides a full range of dental services to the WSPF population.

Local healthcare facilities are utilized for emergency services, orthopedic consults, surgical intervention, CT scan, MRI scan, laboratory and pharmacy needs. UW-Madison Hospital, Boscobel Area Health Care, Gundersen-Lutheran Hospital, Waupun Memorial Hospital and Fond du Lac Clinics also provide consultations and various medical specialized care. Local public health agencies are also contacted as needed.

AMERICANS WITH DISABILITIES ACT COORDINATOR

In the effort to ensure compliance with the Americans with Disabilities Act (ADA) for PIOC, WSPF under the direction of the DOC, has named the following staff member as the ADA Coordinator:

- ◆ Stanly Potratz, Buildings & Grounds Superintendent

LIMITED ENGLISH PROFICIENCY COORDINATOR

Limited English Proficiency (LEP) refers to any or all of the skills of reading, writing, speaking or understanding English. The LEP Initiative is DOC's plan to implement Executive Directive #71 and to meet the needs all PIOC whose primary language is not English. The overall program is designed to train staff to address these needs, so LEP persons will not be disadvantaged in our system. WSPF has named the following staff member as the LEP Coordinator:

- ◆ Rebecca Vance, Teacher
- ◆ Travis Hudson, Recreation Leader

PRISON RAPE ELIMINATION ACT COORDINATOR

The Wisconsin Department of Corrections has a zero-tolerance standard for PIOC sexual assault and staff sexual misconduct and has issued Executive Directives 72 to address this important matter. The Wisconsin legislature also enacted Act 51 in 2003 which made staff sexual misconduct a felony crime under Wisconsin Statute 940.225. WSPF has named the following staff member as PREA Compliance Manager.

- ◆ Mark Kartman, Security Director

PIOC COMPLAINT REVIEW SYSTEM

The Complaint Review System serves the purpose to encourage communication; explain and clarify policies; allow individuals to raise questions in an orderly fashion; reduce litigation numbers; and to assess the institution climate. In addition to handling complaints, the ICE office handles all of the Prisoner Litigation at the institution. At the present time this involves over 50 open cases. The ICE has daily contact with Department of Justice attorneys to coordinate the work on the cases. The ICE office also acts as a liaison between WSPF staff members and DOJ. The ICE has accompanied staff members to Federal Court on the occasions the case has gone to trial. Total number of complaints filed at WSPF in FY20: 2063.

ACRONYMS

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| ◆ ADA- Americans with Disabilities Act | ◆ ICRS - PIOC Complaint Review System |
| ◆ AODA - Alcohol & Other Drug Abuse Treatment Program | ◆ LEP – Limited English Proficient |
| ◆ CGIP - Cognitive Intervention Program | ◆ LTE - Limited Term Employment |
| ◆ CISD – Critical Incident Stress Debriefing | ◆ PACE – Programming Administrative Confinement Effectively |
| ◆ CNT – Crisis Negotiations Team | ◆ PIOC – Person(s) In Our Care |
| ◆ CRB - Community Relations Board | ◆ PREA – Prison Rape Elimination Act |
| ◆ DAI - Division of Adult Institutions | ◆ PSU – Psychological Services Unit |
| ◆ DOC - Department of Corrections | ◆ RSH – Restrictive Status Housing |
| ◆ ERU – Emergency Response Unit | ◆ SWTC - Southwestern Wisconsin Technical College |
| ◆ GED – General Education Development | ◆ TEMS – Tactical Emergency Medic |
| ◆ GP – General Population | ◆ UCC – Unified Corrections Coalition |
| ◆ HSED – High School Equivalency Diploma | ◆ WPEC – Workplace Enhancement Committee |
| ◆ HROP – High Risk Offender Program | ◆ WSPF - Wisconsin Secure Program Facility |
| ◆ HSU - Health Services Unit | |