

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

***WISCONSIN SECURE PROGRAM FACILITY***



***ANNUAL REPORT***

***Fiscal Year 2024  
(JULY 1, 2023 - JUNE 30, 2024)***

***Gary Boughton  
Warden***

## TABLE OF CONTENTS

A MESSAGE FROM WARDEN BOUGHTON .....	3
MISSION STATEMENT .....	3
FAST FACTS PROFILE .....	3
HISTORY OF WISCONSIN SECURE PROGRAM FACILITY.....	4
COMMUNITY RELATIONS BOARD .....	4
WSPF ACCOMPLISHMENTS .....	5
HUMAN RESOURCES DEPARTMENT.....	5
WORKPLACE ENHANCEMENT COMMITTEE.....	5
CISD/PEER .....	5
GENERAL POPULATION .....	5
TREE PROJECT.....	5
GARDEN.....	6
COMMUNITY SERVICE JOBS.....	6
SECURITY DEPARTMENT .....	6
CRISIS NEGOTIATIONS TEAM .....	6
TRAINING/E.R.U. ....	6
MEDICAL FIRST RESPONDERS.....	6
VISITS .....	6
CONDUCT REPORT STATISTICS.....	6
PROGRAM DEPARTMENT .....	7
PROGRAMMING .....	7
CHAPLAIN SERVICES.....	10
RELIGIOUS SERVICES .....	10
RECORDS.....	10
EDUCATION DEPARTMENT.....	10
COLLEGE TEXT BASED CORRESPONDENCE COURSES.....	11
LAW LIBRARY SERVICES .....	11
GENERAL LIBRARY SERVICES.....	11
PSYCHOLOGICAL SERVICES .....	11
HEALTH SERVICES UNIT.....	11
AMERICAN WITH DISABILITIES ACT COORDINATOR .....	11
LIMITED ENGLISH PROFIECIENCY COORDINATOR.....	12
PRISON RAPE ELIMINATION ACT COORDINATOR .....	12
INSTITUTION COMPLAINT REVIEW SYSTEM .....	12
ACRONYMS .....	12



## A Message from Warden Boughton...

Fiscal year 2024 demonstrated the quote by David Allen is true; “There is light at the end of the tunnel, but the way out is through”. The past four Annual Reports referenced the impact of COVID-19 and the challenges of staff shortages. For the staff who remained, you are greatly appreciated.

Though COVID is still a worldly infection, it is not the once feared disease. Staff shortages began to improve after sergeants and officers were given a substantial pay increase. In October of 2023, the new pay scale was implemented. Prior to the raise, in August of 2023, WSPF had a sergeant/officer vacancy rate of 38.2%. One year later, in August of 2024, WSPF had a sergeant/officer vacancy rate of 3%. This lowered vacancy rate not only provided an improved life/work balance for staff, it allowed officers to also have a 12-hour schedule similar to the Sergeants. In March of 2024, the 12-hour schedule for officers were implemented.

Unfortunately, due to the increase in costs, the expected start of the build of a new HSU building mentioned in the 2022 and 2023 Annual Reports was put on hold until more funds can be obtained. WSPF is still on track to be the first DAI facility to be partly energized by a Solar field.

Sadly, in the 173 history of WIDOC, we experienced the first death to a staff member while performing their duties. Youth Counselor Corey Proulx was severely injured while assisting another staff member and on June 25th, died due to the injuries.

Lastly, I want to recognize the WSPF staff member who retired in FY 2024. Jenny Jessen. Jenny is deserving of her retirement and I wish her all the best in the future.

## 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.

## FAST FACTS PROFILE

<b>Date Opened:</b> 1999	<b>Security Staff:</b> 178 FTE	<b>Operating Budget:</b> 25.3 Million	<b>DNA Surcharge:</b> \$17,797.44
<b>Security Level:</b> Maximum	<b>Non-Security Staff:</b> 79 FTE	<b>Money Collected:</b> FY24	<b>Medical Co-Pays:</b> \$3,900.38
<b>Operating Capacity:</b> 500 Males	<b>Number of Acres:</b> 160, institution occupies 24 acres	<b>Victim Witness Surcharge A &amp; B:</b> \$9,617.52	<b>Child Support:</b> \$13,742.83
<b>Current Population:</b> 444 Males			<b>Restitution:</b> \$81,588.59

## 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.
- ◆ **September 2020:** Program Building construction begins.
- ◆ **August 2021:** Foxtrot Unit temporarily closed.
- ◆ **February 2022:** Program Building opens for use.
- ◆ **April 2023:** Foxtrot Unit reopened

## 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:

<p>Ian Mickelson Grant Co. District Attorney</p> <p>Darla Adams Victim/Witness Coordinator, Grant Co.</p> <p>Dr. Kurt Wilhelm Retired Physician</p> <p>Theresa Braudt Administrator, Gundersen Boscobel Area Healthcare</p>	<p>Travis Dregne Chief of Police, Boscobel</p> <p>Nathan Dreckman Sheriff, Grant Co.</p> <p>Dale McCullick Sheriff, Crawford Co.</p> <p>Brenda Kalish Mayor — Boscobel</p>	<p>Paul Bloyer Former Mayor — Boscobel</p> <p>Travis Tranel State Representative</p> <p>Jerry Berge Retired Warden</p> <p>Steve Braun Grant Co. Emergency Management</p>
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## WSPF ACCOMPLISHMENTS

### Community Service Project Donations

WCA donations for scholarship raffles in September  
K9 Boscobel police department fund raising activity; Mickey, and Minnie Mouse blankets being donated to the T. McCollough  
3 blankets to the Wisconsin River Trail Organization 2024 Fundraiser  
"Travis' Trivets" for staff give away and awareness building

### Inmate Food Fundraisers

November: Pizza Hut  
December: Holiday Sale  
March: Girl Scout Cookies

## 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 FY24 as follows:

- ◆ Shirley Gates, Institution Human Resources Director
- ◆ Jennifer Borzick, Human Resources Assistant
- ◆ Courtney Lenzendorf, Payroll and Benefits Specialist

### 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.

### WPEC Projects

August: School Supply Drive  
September: 50/50 for staff in need/Cockroft; softball game between PDCI and WSPF (PDCI won) food provided  
October: spirit wear Opens on line store.  
November: 50/50 for staff crisis and tip downs/donated and raffled  
November/December: Adopt a family, holiday meal, holiday gifts, cookies, holiday raffles  
January:  
February Free popcorn  
March: Pie day: for donation towards EAW  
April: Spirit Wear open on line store  
May: Popcorn; EAW stuff trivia games, give aways, breakfast, grill out  
June: Walking Tacos; clear bag inventory for staff

### 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 KEPRO: an outside Employee Assistance Program which can be contacted by phone (833) 539-7285 or online <https://sowi.mylifeexpert.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 have the capacity to house 411 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 dayrooms which accommodate 8-12 individuals. The dayroom areas are where GP individuals make phones, use the Kiosk, watch TV, etc. 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 21% in general population hold institution jobs and many are also enrolled in Education.

### Tree Project

The WSPF cooperative tree grading project with the Wilson State Nursery of the Wisconsin Department of Natural Resources remains on hold.

## Garden

Due to limited space the Garden remains on hold.

## Community Service Jobs

Crocheting (Christmas ornaments, stocking caps, stuffed animals, quilts, baby blankets, misc.)

## 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 and at the Corrections Training Center. 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. On-shift training consists of training being conducted on Wednesdays of each month.

ERU tactical formation consist of 12 Strike team members, 2 Strike team leaders, 1 Assistant Tactical group supervisor and 1 Tactical group supervisor. 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.

### Medical First Responders

The Medical First Responder (MFR) program at WSPF was initially implemented in August 2000. The following continued to be maintained by the Medical First Responders.

- ◆ All members continued to be trained in Healthcare Provider level CPR/AED.
- ◆ All members have maintained certification in all approved skills as directed by the Medical Director.
- ◆ 2 of the WSPF Medical First Responders are active in EMS within their respective communities either as Medical First Responders or as an EMT.
- ◆ WSPF Medical First Responders try to continue implementing 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 6 members in the Medical First Responder Program. (2 Non- Security and 4 Security).
- ◆ There are currently 6 members who are instructors of CPR/AED.
- ◆ There is currently 1 non-MFR member who is a CPR/AED instructor.

## 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 RH beds the evolution to contact visitation was fitting. With the March 2024 introduction of video visitation capabilities through ICSolutions, WSPF has seen a significant increase in video visitation numbers for FY24. There was a total of 13115 visits and 16663 visitors this year. A breakdown of visiting numbers is below:

Video Visits	Contact Visits	Professional Visits
11855	1226	29

There was a total of 207 video court hearings held during FY24. 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

FY24 resulted in 1580 total conduct reports being served with 676 of these being heard as majors, 904 were heard as minors. Of these, 55 major CR and 37 minors CR decisions were appealed.



## 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 to voluntary ancillary options.

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

PACE uses of BITS and Carey Guides, DBT Social Skills Groups, positive reinforcements, and other in cell programming options while PIOC is in AC status. A Program Sergeant position continues to be in place since 2018 which does BITS with PIOC in any status in RH and can offer incentive type opportunities. This past fiscal year the Treatment Specialists have reworked Phase 4 group activities and continue to work on program options. The Restrictive Housing program for Administrative Confinement is called PACE. The program includes all those in AC status in Restrictive Housing, regardless of phase or standing. 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.

### **Interactive Journaling (PACE, RH, AC)**

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** 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. This in cell program is also now offered to GP individuals with case plan interventions identified for cognitive behavior case plan or anger manager case plan and assigned by their social worker.

### **RET – Rational-Emotional Therapy (PACE)**

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. This in cell program is also now offered to GP individuals with case plan interventions identified for cognitive behavior case plan or anger manager case plan and assigned by their social worker. These materials have discontinued and the remaining work books are being used in conjunction with other program options and as individual options and worksheets/books.

The producer of this workbook series of interactive journals have discontinued this series; we have replaced it with Mental Emotional Health Series of interactive journals.

### **Turning Point 1, Turning Point 2, Turning Point 3 (PACE) These options are now being used as standalone individual workbooks/sheets/journals**

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) These options are now being used as standalone individual workbooks/sheets/journals**

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) These options are now being used as standalone individual workbooks/sheets/journals**

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) These options are now being used as standalone individual workbooks/sheets/journals**

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) These options are now being used as standalone individual workbooks/sheets/journals**

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. 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

Many of the older workbooks are still used for individuals looking for various topics or additional work, however, they are no longer run as programs noting they have been replaced with Challenge and MEH.

**Brave Program (ANY)** This series has been discontinued by the vendor; we are using Mental Emotional Health Interactive Journals and Challenge journals in its place.

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**

This is the 2<sup>nd</sup> newest addition (added last fiscal year) replaced 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. This is a research based, cognitive behavioral intervention tool.

### **The Mental and Emotional Health Series (MEH)**

This is the newest addition replacing RET which has discontinued and implementing newest materials and replacing those which have been in circulation for many years as noted above. The MEH program has 6 workbooks which include exercises based on a therapeutic approach from cognitive-behavioral therapy (CBT), acceptance and commitment therapy (ACT), and dialectical behavior therapy (DBT). The workbook series includes anger, anxiety, grief, depression, shame & guilt, self-esteem & self-compassion.

### **Carey Guides (ALL) As part of PACE and GP for case plans or case plan interventions**

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 are also using Carey Guides as one option to choose from to address issues.

**BITS (ANY)** being offered as a follow up to all Disciplinary Separation Dispositions-specific numbers not tracked for 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 are using Carey Guides as one option to choose from to address issues.

**Anger Management Group (Anger Control curriculum); Staffing changes resulted in 2 changes in facilitators.** 8 group completions with a total of 59. Groups numbers and number of groups have rebounded now since COVID. Anger Management Group combines social skills and anger control cycle from the Anger Regression Training Curriculum. It is trained out of DOC Central Office and follows CBT standards. It is a 20-lesson group which lasts approximately 10 weeks. This program meets one of the essential needs for anger management for DAI.

**Dialectical Behavioral Training (DBT);** DBT Social Skills group implemented during this 2021 in Restrictive Housing for PACE Phase 4, 6 completed. During FY24 we moved the programming to PACE Phase 3 to better accommodate preparing people for GP placement and unrestricted movement. This is an open-ended group allowing for new participants to start as each of 3 modules begin. The ending point for the individual is to make it through all three modules, or approximately 4 months. 5 Phase 4/3 PIOC have completed the full DBT Social Skills group. No GP DBT operating at this time.

**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 following Skills Group:**

#### **DBT Skills Training at WSPF is done at various times in various areas as needs arise and staffing allows.**

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



**T4C/Cognitive Behavioral (GP) Staffing changes resulted in 3 changes in facilitators.** 11 group completions with a total of 70. Groups numbers and number of groups have rebounded now since COVID. 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. This program meets one of the essential needs for cognitive behavioral intervention programming for DAI.

#### **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 PIOC) Resources:**

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 has been discontinued this year and replaced with various options which address individual concerns, issues, and up to date concerns.

**Re-entry PAS —Practical Application Seminars (All PIOC within 12 months of release)** (completed 1x this past year). We offered to 33 PIOC and 7 accepted, with 5 completing. Reentry PAS is a 3 session, seminar and interactive program. Sessions cover Reentry Carey Guide, Living on the Outside Workbook, Addressing Biggest Obstacles, Mock Interviews, DMV eligibility reports, and Reentry Resource table information. This includes, strengths building, educational resources, Agent and Social Worker discussion, HSU discussion, Release clothing and Money discussions. RH PIOC scheduled separately and meeting with treatment specialist on the Living on the Outside Workbook.

We also offer in cell videos program called The Psychology of Incarceration as part reentry preparation. This is an 8-week video series with worksheets on criminogenic needs and distorted cognitions. This past year the video series was offered 3 times to a total of 30 people with 22 completing. Others are also able to view the videos on the institution wide channel. The videos have guided worksheets which are reviewed and feedback given by an intern, treatment specialist, or trained staff member.

Living on the outside workbook is offered to all releasing within 12 months along with assistance from a treatment specialist in completing the workbook, filling in the spaces where information or resources are needed, and working through questions the PIOC may have. This workbook series covers the basics on various needs of individuals releasing including vital documents, employment, housing, medical needs, education, and community resources. The workbook is meant as a guide to discovering more specific individual needs and searching for specific resources to address the individuals needs and concerns.

The reentry resource room/library is offered to anyone releasing within 2 years of release by scheduling time with the social worker. This time can also include time with the social worker, use of the job center computer for job searching, and use of the reentry materials available in the room.

**Creative Expressions: Expressing through Art.** This is a voluntary 12-week group program led PSU and interns. The program looks at the fundamental principles of using art as an expression of emotions, coping skill, and guided discussions. This is an intern lead and developed program in conjunction with PSU offered 1-3 times a year depending on staffing.

**Restorative Justice: Gardening to Build Stronger Communities** This is a voluntary 12-week group program led by Student Volunteers from UW Platteville and overseen and co-facilitated by a former PSU Staff and a current Treatment Specialist. 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 restarted at WSPF in the summer of 2024 with 8 PIOC group members from the WSPF GP population.

**Aftercare:** Aftercare was started at WSPF in April 2024 by a Treatment Specialist and a PSU Staff. Aftercare is offered one time per month for PIOC on each unit in a rotating schedule. PIOC who sign up for Aftercare are required to have completed either Anger Control or Thinking for a Change (T4C). While in group, facilitators review skills that were learned in Anger Control or T4C and discuss current situations where PIOC can use their skills.

**Crochet Club:** Crochet Club was started by a Treatment Specialist in July 2024 at WSPF and is offered to PIOC. This group is led by Treatment Specialists and a current PIOC. The purpose of this group is to teach PIOC a healthy stress reducer while also giving back to the community. All items that are created in this club are donated. Currently, group is set to last 10 weeks with three PIOC participants in each round of groups. PIOC are given materials to create a first small project and then supply their own materials to create their second project in group.

**Forgiveness Is a Choice Group:** This is a voluntary 12-week group program led by a treatment specialist and interns. The group focuses on the book Forgiveness is a Choice by Dr. Robert Enright. The group focuses on healing deep hurts, reducing anxiety & depression, and increasing self-esteem and hopefulness. The program includes reading the book, journaling and discussions in group settings. It is offered 1 — 2 times per year depending on staffing and resource availability for 8 persons per group.

**SUD 4 (Substance Use Disorder); This is a new initiative developed at WSPF over the past 3 years.** The first group was started and completed within this fiscal year with 4 graduates, 7 started the group. SUD 4 uses the curriculums of advanced social skills, Epictetus, Cognitive Behavioral Intervention Substance Use Adults, and Thinking For a Change (T4C) Curriculums for groups. The program is a full time, residential program. It incorporates groups 4 days a week mandatory, with an additional day of voluntary offerings like Mindfulness. There are individual treatment planning meetings and one on one's completed with each individual bi weekly. SUD 4 at WSPF is in the design phase with the Office of Program Services. The design phase includes multiple committees including behavior modification system committee, scheduling, programming, admissions committee, continuous quality assurance committee, and the core correction practices committees. The curriculum is trained out of DOC Central Office and follows CBT standards. It is a 5-6 month program with various groups as noted above. This program meets one of the essential needs for SUD 4 for DAI. After the first group completed the program continues under the design team and is opening up to SUD levels 3 and 4 as assessed through the COMPAS assessment tool.

### **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. There has been an increase in volunteers and in attendance. Chaplain 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. Chaplain also provides AA/NA and other volunteer programs like Angel Tree. Staffing has been adequate and there has been volunteers added to offer more options for our population. During this past fiscal year our AA/NA volunteer needed to retire and we have been without a volunteer in this area since 2/21/24. Recruitment for a new volunteer was successful, and we are in process of orientation and scheduling AA/NA, starting within the next month.

### **Religious Programming**

WSPF employs one full-time Chaplain to meet the religious needs of the population. The Chaplain does rounds on the units as time permits and meets individually with individuals as needed. The Chaplain receives and distributes religious material donated by volunteers and outside ministries. The institution has donated items, such as Bibles, Qurans, holy water bottles, rosaries, and medicine bags that are for issue to our population as available. Pastoral visits are scheduled through the Chaplain. Volunteers provide weekly individual visits, group studies and services. Services for FY24 included Catholic Confession/Mass, Protestant Worship Service, Islamic prayers and services, Native American Pipe and Drum/Sweat Lodge and Pagan services. Eastern Services have been changed to pastorals due to the lack of interest of attendees and a Rabbi has been added to provide pastorals for our Jewish population as needed.

## **RECORDS**

The WSPF Records Office calculates sentence information and maintains all social services and legal documentation for those housed at WSPF. During FY24, WSPF processed 49 releases and 122 transfers as well as 167 intakes.

The Records Office also processes all Public Records Requests pertaining to WSPF. A total of 185 requests were processed for FY24.

## **EDUCATION DEPARTMENT**

The Education Department provides Adult Basic Education (ABE) which includes GED/HSED and a post-secondary Vocational Educational technical diploma in Cosmetology. In association with Southwest Technical College, WSPF is an authorized Pearson Vue GED Testing center where computerized GED testing is administered to students.

In the past fiscal year, there was 1 graduation ceremony that took place at the WSPF. On January 10, 2024, a graduation was held and 12 individuals were recognized for the completion of a GED/HSED; at the time of this graduation, there were not any students who had yet graduated with Cosmetology credentials through SWTC. A reception followed the event to include refreshments that were provided by the WSPF Food Service Department. Visitors were able to attend the event virtually or in person; with a number of family and friends of the graduates attending in person, they too were offered refreshments provided by the WSPF Food Service Department.

Educational services are provided through various venues. General population students receive academic instruction and HSED/GED preparation. Throughout the fiscal year, 37 students have taken coursework in math, science, reading, social studies, health, employability, and civics. General population students enrolled in education have access to tutors to help students with their studies and a RACHEL computer program that is in the classroom and on some units are available for academic remediation. For students in restrictive housing status who are programmed for education, some educational videos are provided through the in-house television systems.

WSPF provides one post-secondary vocational course — Barber/Cosmetology. To date 30 students have graduated from this program and received their degree from Southwest Technical College. Three students completed the program in FY24, passed the State Board Examination with one earning a place on the Southwest Technical College Dean's list. Due to different variables, the time that students spent in the classroom was reduced to less than five days a week during part of this fiscal year. The Cosmetology program plays a larger role within the WSPF by providing haircuts to PIOC either in the classroom salon or on the unit.

## College Text Based Correspondence Courses

College test based correspondence courses are available for PIOC through several colleges and universities. Post-secondary, text based academic correspondence courses are approved and coordinated in conjunction with the Education Department. Prerequisites to participating requires the PIOC to secure funding for the costs of the tuition and textbooks, have a verified high school completion credential, and have pre-approval that the course text books are permitted into the institution. In addition, each PIOC wishing to take college courses needs to have the ability to do college coursework.

## 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 until for use in searching for case sites electronically through Westlaw. In addition, two Google Chrome bases are set up on the General Population units Law Library for conducting legal research through Westlaw and for creating documents to be saved on their flash drive. PIOC can purchase legal forms and copies of typed case law briefs form the main law library. The General Population units have two law Clerks to aide in helping research case law and with the typing of legal documents.

## General Library Services

Library services are offered to PIOC free of charge (excluding printing and copying costs). There are a range of publications available for checkout, including fiction, nonfiction books, and magazine publications. PIOC learn about the type of publications through the institution's channel and booklist that is available for checkout and the send book/magazine checkout requests into the library for processing. Each Friday, the books and magazines that have been checked out are placed on carts and brought down to each respective unit form the library for distribution to library patrons. The library receives five copies of the Milwaukee journal Sentinel daily newspaper ad four copies of the Wisconsin State Journal daily newspaper. All units receive the Milwaukee Journal Sentinel and the General Population Units receive both the daily Milwaukee Journal Sentinel and the Wisconsin State Journal.

## PSYCHOLOGICAL SERVICES

During FY24, Psychological Services Unit (PSU) consisted of two full-time Psychological Associates, two part-time Psychological Associates, a half-time Licensed Psychologist, and one LTE Supervising Licensed Psychologist. The PSU department also hosted an intern working on a Master's degree in Clinical Mental Health Counseling.

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 routinely engage in one to one out of cell therapy contacts. In cell programming through PSU is available as deemed appropriate for individuals.

PSU Staff at WSPF facilitate suicide prevention training for all staff when needed. WSPF PSU Staff attended trainings designed to increase their knowledge, effectiveness, and clinical skills.

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. Feedback from staff, the peer specialists and participants has been very positive with several PIOC's successfully transitioning from long term Restrictive Housing to General Population with the assistance of the Peer Specialists.

## 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, physical therapy, 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, specialty clinic consults, surgical intervention, CT scan, MRI scan, laboratory and pharmacy needs. UW-Madison Hospital, Boscobel Area Health Care, Gundersen-Lutheran Hospital, Crossing Rivers Healthcare, and many of the specialty outreach clinics in the area. 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:

- ◆ Taylor Gray, Social Worker-Senior
- ◆ Lacey Dickman, Institution Corrections Supervisor

### 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:

- ◆ 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.

- ◆ Jacob Cirian, Security Director
- ◆ Paula Stoudt, Deputy Warden

### INSTITUTION 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 57 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 FY24: 1186.

### ACRONYMS

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| ◆ ADA- Americans with Disabilities Act                | ◆ ICRS - Institution 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                          |   |