

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

***WISCONSIN SECURE PROGRAM FACILITY***



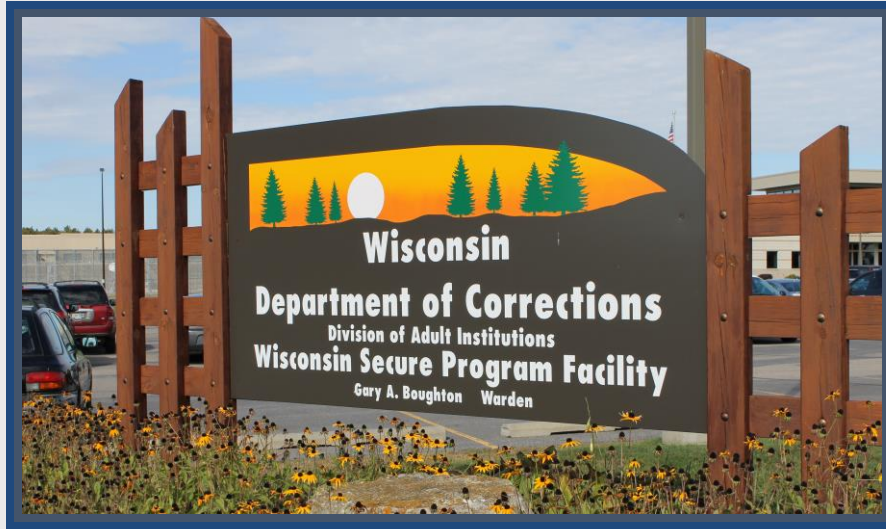
***ANNUAL REPORT***

***Fiscal Year 2019  
(JULY 1, 2018 - JUNE 30, 2019)***

***Gary Boughton  
Warden***

## TABLE OF CONTENTS

A MESSAGE FROM WARDEN BOUGHTON .....	3
FAST FACTS PROFILE .....	3
HISTORY OF WISCONSIN SECURE PROGRAM FACILITY.....	4
MISSION STATEMENT.....	4
COMMUNITY RELATIONS BOARD.....	4
WSPF ACCOMPLISHMENTS .....	4
HUMAN RESOURCES DEPARTMENT.....	5
WORKPLACE ENHANCEMENT COMMITTEE.....	5
CISD/PEER .....	6
BLOOD DRIVE .....	6
GENERAL POPULATION.....	6
TREEPROJECT.....	6
GARDEN.....	6
SECURITY DEPARTMENT .....	6
CRISIS NEGOTIATIONS TEAM .....	6
TRAINING/E.R.U.....	6
MEDICAL FIRST RESPONDERS.....	7
VISITS .....	7
CONDUCT REPORT STATISTICS.....	7
PROGRAM DEPARTMENT .....	7
PROGRAMMING .....	8
EDUCATION.....	10
LAW LIBRARY SERVICES .....	10
RELIGIOUS PROGRAMMING .....	10
PSYCHOLOGICAL SERVICES.....	10
RECORDS.....	11
HEALTH SERVICES UNIT.....	11
AMERICAN WITH DISABILITIES ACT COORDINATOR .....	11
LIMITED ENGLISH PROFICIENCY COORDINATOR.....	11
PRISON RAPE ELIMINATION ACT COORDINATOR.....	11
INMATE COMPLAINT REVIEW SYSTEM.....	12
ACRONYMS .....	12



## A Message from Warden Boughton...

An annual report provides information to illustrate how Wisconsin taxpayer's resources afforded WSPF are used effectively and efficiently, as well as containing standard statistics and information about an institution.

In the following pages, you will see standard statistics and information about WSPF, but I would like to place special emphasis on the importance of our hard-working staff. For those who choose to work at a correctional institution, it can be a challenge. Department staff vacancies are commonplace, thus are rarely fully staffed. This means those who are working, are tasked with additional duties of those staff shortages. Forced overtime for sergeants and officers are the new norm which is difficult on staff, their families, and their off-work activities.

The operation of an institution involves so many staff. All staff members are important in the daily functions of an institution and their names should also be reflected on the picture of our institution sign at the top of this page. Unfortunately, only one name is displayed, so I am honored to have my name there to represent all staff at WSPF.

The information in this report will hopefully show WSPF does utilize resources effectively and efficiently.

### 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:** 19.1 Million  
**Money Collected:** FY19  
**Victim Witness Surcharge A & B:** \$5337.38  
**DNA Surcharge:** \$10380.23  
**Child Support:** \$8548.83  
**Medical Co-Pays:** \$3557.65  
**Restitution:** \$51,737.83

## 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 inmate use.
- ◆ **April 2010:** Last 2 ranges of Delta Unit opened for General Population inmates.
- ◆ **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 inmates 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 inmates reporting to HSU for medical appointments.
- ◆ **January 2016:** Inmate Mentoring Program for restrictive housing inmates
- ◆ **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 inmates in a secure setting. The Wisconsin Secure Program Facility will also provide inmates 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 FY19

### Community Service Project Donations (Inmate made items)

**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)

**12/2018** - Hats/Mittens for local area schools

**04/2019** - Afghan/slippers and doll house furniture for Grant County Victim Advocates fund raiser

### **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 FY19 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.

**07/19/2018** - Nachos (for Mike Hanfeld Memorial and WPEC funds for future events)

**08/23/2018** - PDCI/WSPF Softball game; 50/50 raffle for Mike Hanfeld Memorial

**09/01/2018** - School Supply Drive; Boscobel Area Schools

**09/28/2018** - Food Ball Kick off fund raiser; football themed basket give away

**10/25/2018** - Soup Cook off and Bake Sale; Christmas / Holiday fund raising for staff pizza's (flags and memorial display cases)

**11/2018** - Veterans drive for clothing and items

**11/2018** - DV awareness month supplies drive

**12/2018** - Adopt a Family and School for Holidays; Baskets for Pizza for staff; Pay it Forward to Local Law Enforcement and local Police officer diagnosed with cancer

**01/2019** - Nachos; for Federal Prison Pay It Forward Project

**02/14/2019** - Cappuccinos and Desserts; WPEC funds for future events/popcorn machine purchase

**03/05/2019** - Fat Tuesday Omelets; WPEC funds for Employee appreciation week events

**04/01/2019** - Pizzas and ice cream available for staff to purchase during summer months; WPEC funds for future events and activities

**04/2019** - Purchased a Staff Popcorn machine to be used on Friday's

**05/2019** - Employee Appreciation Week: WPEC supplies number board and gift cards for prizes, trivia challenge and bingo game, Raffle basket, Walking Taco's for all staff on Thursday

All funds split between donations, covering costs and funds for committee to put on holiday, employee appreciation week and ball game activities

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](http://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.

## Blood Drive

WSPF along with the American Red Cross hosted five blood drives in FY19. Drive dates and units collected are as followed:

8/23/18	49 Units
12/12/18	40 Units
3/28/19	46 Units
6/13/19	48 Units
8/8/19	40 Units
<b>Total</b>	<b>223 Units</b>

As always, special thanks goes out to all the wonderful volunteers who make donations, work the blood drives, and the generous staff who bring treats and to all of WSPF staff.

## GENERAL POPULATION

The general population units at WSPF house 401 maximum security inmates and are managed by two Corrections Unit Supervisors. Each inmate has 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 inmates eat, attend education classes, programs, and religious activities. Smaller areas allow inmates to lift weights, play basketball, play handball, attend law library, sit outside and enjoy the weather while playing cards etc. Approximately 140 inmates hold institution jobs and approximately another 80 are enrolled in Education.

## Tree Project

In the spring of 2019, WSPF was part of a cooperative, tree grading project with the Wilson State Nursery of the Wisconsin Department of Natural Resources. During April, general population inmates at WSPF sorted, graded, and packaged approximately 685,000 coniferous and hardwood tree seedlings. The seedlings were delivered to the institution each morning and then picked up each afternoon throughout the project. In addition, WSPF inmates sorted and individually packaged over 5,000 tree seedlings which were handed out at a Milwaukee Brewers game as part of a project to plant trees.

## Garden

The growing season of 2019 marked the ninth year of the WSPF institution container garden program. The garden produces both flowers and vegetable plants and is tended by inmate gardeners. The plants are grown from seeds and started in the early spring in an indoor area using small containers. As the weather warms, these plants were then transplanted to the outdoor container garden area. Staff were given the opportunity to bring in empty hanging baskets which were filled and planted at a nominal cost. In addition flowering and vegetable plants were made available for purchase to institution staff. Proceeds from these sales go back for future Community Service Programs purchases. The garden produced vegetables such as kohlrabi, cucumbers, tomatoes, green peppers, and watermelon. Herbs such as basil and thyme were also grown. These vegetables and herbs were used in the institution food service. Next year, we hope to expand the plantings and have another successful growing season.

## 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 July 2018 thru June 2019 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.
- ◆ 4 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 8 members in the Medical First Responder Program
- ◆ Current Members completed the 24/30 hour refresher classes.
- ◆ Three new members added to team in 2018
- ◆ There are currently 6 members that are instructors of CPR/AED

## Visits

Contact visitation for general population inmate 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 2607 visits and 4023 visitors this year. A breakdown of visiting number is below:

Tele visits	Contact Visits	No-Contact Visits
88	2368	149

There were a total of 100 video court hearings held during FY19. 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

FY19 resulted in 1208 total conduct reports being served with 506 of these being heard as majors, 702 were heard as minors.

## PROGRAM DEPARTMENT

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

Noted the HROP-High Risk Offenders Program from past years is now named Progress Through Administrative Confinement Effectively (PACE) and 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 2018 Two Treatment Specialist positions were created from former positions in program department vacated (formally Client Services Assistant and Teachers Assistant). In 2018 the addition of a Program Sergeant was also accomplished this past year to assist with implementations of this project. The Restrictive Housing program for Administrative Confinement inmates is now called PACE. The program redesign now includes all inmates 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 first full year and continues to develop. In 2018 programming components have been added and the evaluation forms have been updated. 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. 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 inmates who have completed initially once a month and gradually decreasing number of follow ups. Inmate assessments have also been requested and information gathered as completions occur. The intention is to continue to monitor for at least 2 more years while gather numbers and data.

**Interactive Journaling (PACE, RH, AC) (2018/2019 Completions 26)**

Whether grappling substance dependence or the loss of freedom that comes with incarceration, journaling has proven to be an effective tool in helping an individual cope with challenging situations. The power of writing is that 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 (2018/2019 Completions 19)\**

Offenders in recovery look at the cost of anger and aggression in their own lives and learn how to create new choices. They discover that destructive actions don't just happen in an instant; they grow out of a pattern of thoughts, beliefs, and feelings. Offenders 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 5)**

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 14)**

This program leads offenders 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 14)**

Correcting errors in thinking is basic. The other half is the BEHAVIOR that results from those thoughts. Tactics are habitual ways of acting that 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 23)**

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 7)**

Designed for first time offenders, participants in institutional substance abuse programs, and anyone who wishes to live free. Individuals will learn a trio of life changing behaviors that 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 1)**

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 that they really do have choices.

**Life Skills Program (PACE) (2018/2019 Completions 1)**

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.

**Recycle Program (S.M.A.R.T.) (PACE) (2018/2019 Completions 0) Being phased out.**

This program is for Inmates who have been removed from the High Risk Offender program and placed on Administrative Confinement. S.M.A.R.T. Choices is a highly effective decision making and life skills program to accelerate learning and change.

**BRAVE Program (ANY) (2018/2019 Completions 11) 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 a new addition this fiscal year replacing older items in the RH PACE program. The Challenge Program is a residential program designed to meet the treatment needs of high security inmates. 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. This program is under pilot status and specifics are being developed. 1 inmate has completed all booklets. Continued pilot and evaluation of process as this develops into next fiscal year. This is a research based, cognitive behavioral intervention tool.

**Carey Guides (ALL) (2018/2019 completions as part of PACE; more in GP; staff training on use is on-going) Actual numbers not tracked.** For behavior change and recidivism reduction to be possible, offenders 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) (2018/2019 being offered as a follow up to all Disciplinary Separation Dispositions, in GP and during groups or other situational moments. Staff training on going) Continued training; number used not tracked.** The Brief Intervention Tools (BITS) were created to help corrections effectively address key skill deficits with adult or juvenile offenders 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. Offenders 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 19; 2 new facilitators trained noting retirement of previously trained. 2018/2019 3 group completions with a total of 19 inmates; 2 additional active groups started and going into next fiscal year.)** The goal for the next year is to offer more anger management groups opposite of T4C groups. This program is a cognitive behavioral based approach at anger management. It is set up to offer skills and tools as resources to inmates as ways to handle anger. The program includes social skills training, anger control and moral reasoning.

**Dialectical Behavioral Training (DBT);** during this fiscal year implemented training for all PSU, Social Workers and Program staff as well as some Security staff. At beginning phases staff implements full DBT. Social Skills group implemented during this FY in Restrictive Housing (FY19; 1 full cycle completed with all three modules included in Restrictive Housing; 4 total inmates completed all modules; 10 total inmates participated in at least one module) The GP/RH group, of 5 inmates total, graduated and completed. RH completed the DBT Social Skills group for 7 inmates as part of PACE.

**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 that 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 that you want to change

**Domestic Violence (GP) (DV/T4C curriculum; 2018-2019 completed 7) New facilitator trained this year joining SW already trained; 1 new group completed 8 inmates. 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 HROP) (Additional 2 staff trained this fiscal year noting retirements and transfers; T4C was discontinued in RH and replaced with DBT options. 8 groups started and completed 51 GP completions this fiscal year)**

Thinking for a Change (T4C) is an integrated, cognitive behavioral change program for offenders that 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 3<sup>rd</sup> 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 any inmate 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 that 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 2 small groups were started and completed; each lasting 12 weeks. A total of 20 inmates started the groups; a total of 8 completed.

#### **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 that offenders can request through PSU.

### **Re-entry (All GP inmates)**

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 inmates identify where their career strengths are highest. Also JobNET is available for offenders 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 Inmates within 12 months of release) (completed 2x once in fall and once in spring. (24 accepted the program, 18 participated and completed all sessions in GP; 4 offered workbooks and assistance in RH)** Re-entry PAS is completed 2 times per year in spring and fall. GP offenders 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 offenders scheduled separately and attend 1<sup>st</sup> and 3<sup>rd</sup> meeting.

**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, offenders 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. Groups completed all 31 participants.

**Forgiveness Group:** This is a voluntary 10-week group program led by Student Summer Intern from UW Platteville and overseen and co-facilitated by Chaplain. The group is a book review/study discussing a chapter or two from the book *Forgiveness is a Choice* and going over journal entries. 7 inmates completed.

### **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.

### **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 inmates participated in Special Education, 15 inmates completed their HSED, 76 inmates participated in ABE, and to date, WSPF has had 462 inmates obtain their HSED and 13 have obtained their GED.

WSPF also provides one vocational course — Barber/Cosmetology. To date 18 students have graduated from this program and received their degrees from Southwest Technical College. 3 inmates completed the program in FY19. 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 inmates 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. Inmates enrolled in education also have access to tutors on each range including a full-time bilingual translator/tutor for our LEP students.

General population inmates receive classroom programs to provide academic remediation and HSED preparation. 83 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 require law materials per DAI Policy. A computer is also available on the segregation unit for inmates to 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. Inmates can purchase legal forms for a charge from the law library upon request. General Population inmates 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 inmate Law Clerks to aide in helping inmate's 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 inmates 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 for inmates 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 FY19 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**

Psychological Services Unit (PSU) currently consists of two 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 inmates housed on one restrictive housing unit, three general population units and one housing unit with restrictive as well as general population ranges. These services include crisis intervention, clinical observation placements, clinical restraints placements,

clinical monitoring reviews, intake assessment, formal psychological assessment, treatment planning, individual psychotherapy, group therapy, program referral, and consultation with other staff.

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. Two PSU staff members and additional three WSPF staff have received training in utilizing a trauma informed care model of providing services to inmates. Additionally, PSU staff have received advanced training in the provision of formal trauma treatment including Prolonged Exposure Therapy and SAMSHA approved "Breaking the Chains of Trauma" training.

WSPF PSU Staff have been implementing a pilot peer mentoring program where general population inmates work collaboratively with Restrictive Housing and General Population inmates who have had difficulties adjusting to the institution atmosphere. The pilot program has demonstrated very positive ongoing results and multiple institutions within the DOC have received training from WSPF staff in developing similar peer mentoring programs at their respective institutions. WSPF peer mentors have additionally been transferred to other institutions, including the Wisconsin Resource Center, to provide peer mentoring services to inmates at these additional locations. Feedback from staff, the mentors and mentees has been very positive with many inmates successfully being transitioned from long term Restrictive Housing to General Population with the assistance of the Peer Mentors.

### **RECORDS**

The WSPF Records Office calculates sentence information and maintains all social services and legal documentation for inmates. During FY19, WSPF processed 43 releases and 113 transfers as well as 159 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 inmate 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 inmates, WSPF under the direction of the DOC, has named the following staff members as the ADA Coordinators:

- ◆ Brian Kool, Corrections Unit Supervisor
- ◆ 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 offenders whose primary language is not English. The overall program is designed to train staff to address these needs, so that 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 inmate 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

## INMATE COMPLAINT REVIEW SYSTEM

The Inmate Complaint Review System serves the purpose to encourage communication between staff and inmates; explain and clarify policies; allow inmates 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 80 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 that the case has gone to trial. Total number of complaints filed at WSPF in FY19: 2225

### ACRONYMS

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