

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

***WISCONSIN SECURE PROGRAM FACILITY***



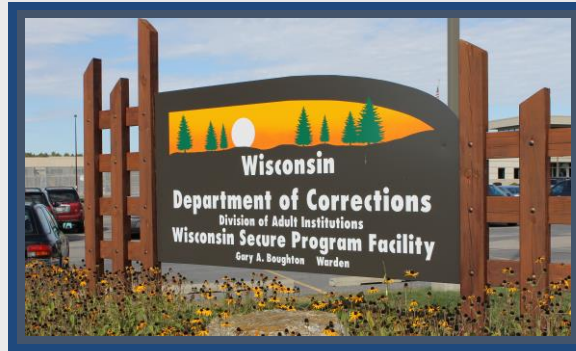
***ANNUAL REPORT***

***Fiscal Year 2023  
(JULY 1, 2022 - JUNE 30, 2023)***

***Gary Boughton  
Warden***

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## A Message from Warden Boughton...

After three years of disruption in our personal and professional lives due to COVID-19, we seem to have begun our new norm. Though COVID-19 has not left us entirely and still results in occasional illness, the strict mitigation-focused restrictions placed on DAI have abated. DAI still remains under suspension of Administrative Rules.

After 20 months of one of our housing units being closed, we were informed the department needed WSPF to re-open this general population unit. In April of 2023 we began to accept transfers. The re-opening of Foxtrot Unit also resulted in the need for Range 1 general population on Alpha Unit to be converted back to restrictive housing cells. The ability to close and then re-open Foxtrot Unit and also convert a range on the most secure unit in the WI-DAI from restrictive housing to general population and then return it back to restrictive housing once again demonstrated the adaptability of WSPF staff. Unit staff, Maintenance staff, Programming staff, and others, all played a part in making this a possibility.

Due to the positive input from Sergeants, the 12-hour schedule, which was piloted in 2022, was extended for 2023. Though the current Officer vacancy rate of 47% is at a level which prohibits all Officers from working a 12-hour schedule, it is anticipated with the recent wage increase for Officers, vacancies will improve and a 12-hour schedule for Officers can also be implemented if Officers support the notion of piloting a 12-hour schedule.

Project planning with the Architects and Engineering firm have been taking place for several months with WSPF and Department of Administration (DOA) for the new Health Services Unit and Restrictive Housing programming space. The anticipated date to break ground remains the spring of 2024 with a completion date of 2025. Also, in the spring of 2024, a roof project will be occurring for a portion of the facility.

The PDCI PIOC Project Crew has been working in the Main Kitchen since March of 2022 and has served to provide a better work detail for WSPF staff. Though initially there were many complaints from our PIOC population, those complaints have subsided.

A significant undertaking in early 2023 was the implementation of an interior tool crib and implementation of a Tool Sergeant to manage the tool crib and compliance with tool policy and management of tools within the facility. Tool accountability has been enhanced through this process; as well as, increased safety for staff and those in our care. Creating the Tool Sergeant position also provides additional security in the newly-developed SUD4 classroom area. This area will be the temporary location for SUD 4 pending the new dedicated space for SUD4 within the RH programming space.

What cannot be stated enough is the appreciation I feel about working at WSPF. I receive positive comments from institution visitors and from those from other sites and agencies who have contact with WSPF staff. WSPF staff continue to display professionalism and represent the institution in a positive manner.

Lastly, I want to recognize the WSPF staff who retired in FY 2023. Each of these individuals had been a longtime employee of WSPF and demonstrated a commitment to their professional careers and to their co-workers at WSPF. All of these individuals are very deserving of their retirement and I wish them all the best in the future.

Officer R. Asleson	25 years	Corrections Program Supervisor A. Broadbent	23 years
Officer R. Govier	25 years	Facility Maintenance Specialist D. Jelinek	3 years
Sergeant A. Jones	25 years	Sergeant B. Lange	22 years
Office Operations Associate D. Luebker	22 years	Officer R. Mezera	5 years
Officer M. Thode	22 years	Sergeant R. Trefz	23 years
Sergeant G. Trostorff	24 years		

## FAST FACTS PROFILE

**Date Opened:** 1999  
**Security Level:** Maximum  
**Operating Capacity:** 500 Males  
**Current Population:** 444 Males  
**Security Staff:** 177 FTE  
**Non-Security Staff:** 79 FTE  
**Number of Acres:** 160, institution occupies 24 acres  
**Operating Budget:** 24.5 Million  
**Money Collected:** FY23  
**Victim Witness Surcharge A & B:** \$6,353.97  
**DNA Surcharge:** \$13,332.37  
**Child Support:** \$14,098.64  
**Medical Co-Pays:** \$2,942.63  
**Restitution:** \$74,012.93

## 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

## 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:

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

### WSPF ACCOMPLISHMENTS

#### Community Service Project Donations

September: WCA donation for scholarship raffle

October: Wisconsin River Trail Hike/Bike Banquet Wisconsin River Trail Hike/Bike Banquet; 3 blankets

December: Hats / gloves to local schools

April/May: Local school's wellness day donations to prizes/summer fun items donated by staff. Speakers on mindfulness from institution for the day with the school aged kids.

May: Donation of reindeer, Christmas 4 pack; blanket to the Victim Witness Conference; goes to new beginnings fund raising efforts

#### Inmate Food Fundraisers

August: Dunkin Donuts; Boscobel Cemetery Restoration process

November: Pizza Hut; Veterans \$665 and Community Service funds \$665

April: Girl Scout Cookies/ SOGS

June: Subway; Rivers and Bluffs Animal Shelter

### 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 FY23 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

**July:** Subway donation of cookies to WSPF staff/partnership appreciation

**August:** School Supply Drive

**September:** Walking tacos

**October:** 50/50 for SP Serious Medical Condition/\$1500

**November:** Staff raffle basket for Holidays: Programs, Social Services, Records, PSU, Warden's Secretary, Exec Team (for holiday fund raising)  
Nacho Sales for GJ Serious Medical Condition/\$400  
Kwik Trip Gas Card for RE medical appts/\$20  
Lift Drink Fund Raiser for Holiday funds/\$62

**December:** Holiday games and prizes; gift card and donut giveaways, ornament giveaways, Staff Holiday Breakfast, treat bags  
Adopt a family  
Food Drive

**January** Caps and Treats (bake sale with cappuccinos and hot chocolate); for WPEC funds to be used for EAW  
Monetary donations for Yang Family from GBCI; gas card sent on behalf of WSPF.

**February:** Breakfast burritos for staff purchase/funds towards EAW

**March:** Walking Taco's for EAW fund raising

**April:** Hot Dogs/with the fixings for EAW fund raising

**May:** EAW did the raffle on the Brewer Basket for EAW activities

**June:** Ice cream Floats throughout month for EAW Activities  
50/50 for Staff member D for serious medical issues.

## 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 challenging times and limited space the Garden has been put 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.

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. Continue to purchase new equipment to allow for upgrade of outdated, expired and worn items as allowed.

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 regional DOC Institutions, CNT teams and SWTC criminal justice students. Also continue to conduct Basic ERU, Armed Escort classes and update certifications for new members as open positions are filled. Continue to upgrade equipment as allowed.

### Medical First Responders

The Medical First Responder (MFR) program at WSPF was initially implemented in August 2000. Annual Report for FY23 (July 1, 2022-June 30, 2023) 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 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).
- ◆ Current Members completed the 24/30-hour refresher classes in March of 2022 through Southwest Technical College.
- ◆ 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 RSH beds the evolution to contact visitation was fitting. A number of visits are still conducted through video visitation. There was a total of 4845 visits and 5632 visitors this year. A breakdown of visiting number is below:

#### Tele visits

4090

#### Contact Visits

755

There was a total of 143 video court hearings held during FY23. 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

FY23 resulted in 914 total conduct reports being served with 404 of these being heard as majors, 510 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 and address one's behaviors and criminogenic needs.

**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 updated the Phase 4 leisure times activity group to twice per month to incorporate incentives. 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) (Completions 9 (various started, not all finish)**

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 (Completions 8 for PACE; 40 case plan intervention/low risk participants)** 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) (Completions 2 for PACE; 14 case plan intervention/low risk participants)**

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.

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 (PACE) (completions 0)** These are still available; however, we have been moving towards the newest series of MEH and Challenge

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) (Completions 0)**

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) (Completions 0)**

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) (Completions 0)**

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) (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) (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) (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. 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



**BRAVE Program (ANY) (Completions 9)** 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 (Completions 16)**

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) (Completions 7)**

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);** 1 new facilitator trained. 4 group completions with a total of 23. Due to COVID the ability to due groups was greatly diminished since 2020, however, we have seen in the past fiscal year we are restarting and moving back to starting with 8 per group rather than the reduced number of 6. We are now doing Anger Control and T4C in the new Program Building which opened 02/2022.

**Dialectical Behavioral Training (DBT);** DBT Social Skills group implemented during this 2021 in Restrictive Housing for PACE Phase 4, 6 completed. During FY23 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 Skills Group:**

***DBT Skills Training at WSPF is done in Phase 3 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. 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. The goal is to have more staff trained and resume this program.

**T4C/Cognitive Behavioral (GP)** Additional staff trained 2. 7 groups started and completed 39 GP completions this fiscal year. Numbers were lower than years past due to COVID related issues and staffing. However, numbers have increased from previous year with more groups starting and returning to 8 per group starting rather than 6 during COVID restrictions. 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.

**33 The Series; A Man and His Design (GP)** This is a volunteer led group which was offered one evening a week, due to COVID and staffing issues we have not been able to resume this group during this past fiscal year.

This curriculum is led by a volunteer. It is a faith based small group for those in General Population. Enrollment in the group is voluntary. This program does not meet any 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 one's journey through various phases of life as a man.

#### **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, JobCenter is available within 6 months of release to being job searches. JobCenter offers a search engine for identifying jobs in various areas of the state. JobCenter 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). This year due to COVID and staffing we offered one rotation which 12 accepted and 5 completed. We also offered 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. 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, 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.

**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 restarted with a fall semester of students from UW Platteville and 6 students from the WSPF GP population. 5 PIOC completed the rotation which was started with lower numbers to accommodate for COVID restrictions and social distancing. The program moved into the new Program Building. The facilitator has since left employment at WSPF and future groups are unknown at this time.

#### **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 has increased the number of meetings and reduce numbers of attendees to address communicable disease and security 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. Chaplain also provides AA/NA and other volunteer programs like Celebrate Recovery and Series 33 (men's group). These had been on hold since COVID, however, will resume as visiting, volunteers and staffing available.

#### **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 an extensive library of books to check out pertaining to the Religious umbrella groups and are checked out through the regular library. Pastoral visits are scheduled through the Chaplain. Volunteers provide weekly individual visits, group studies and services. Services for FY23 included Catholic Confession/Mass, Protestant Worship Service, Islamic prayers and services, Eastern services, Native American Pipe and Drum/Sweat Lodge and Pagan services.

## **RECORDS**

The WSPF Records Office calculates sentence information and maintains all social services and legal documentation for those housed at WSPF. During FY23, WSPF processed 33 releases and 131 transfers as well as 221 intakes.

The Records Office also processes all Public Records Requests pertaining to WSPF. A total of 77 requests were processed for FY23.

## EDUCATION DEPARTMENT

The Education Department provides Adult Basic Education (ABE) which includes GED/HSED, Special Education in collaboration with another DOC Institution that offers Special Education Case Management Services. And a post-secondary Vocational Education technical diploma in Cosmetology. In association with Southwest Wisconsin Technical College. WSPF is an authorized Pearson Vue GED testing center, through which computerized GED testing is administered to students.

In the past fiscal year, there were two graduation ceremonies that took place at the WSPF. On November 9, 2022, a graduation was held and 14 individuals were recognized for the completion of a GED/HSED, however not all graduates were present for the ceremony. A reception followed that November 9, 2022 event, and included refreshments that were provided by the WSPF Food Service Department. Visitors were able to attend the ceremony virtually. On June 7, 2023 a second graduation was held at the WSPF however not all completers were present for the ceremony. Visitors were able to attend the event virtually or in-person. With a number of family and friends of the graduates attending the ceremony in-person, with visitation following the ceremony at the reception. In which they were offered refreshments provided by the WSPF Food Service Department. For the second graduation, there was a total of three Cosmetology Technical-Diploma graduates and 21 GED/HSED graduates, however not all completers were present for the ceremony. Two additional students completed a GED/HSED in June of 2023, following that latest graduation and they will be offered to be included in a future ceremony.

Educational Services are provided through various venues. For students in Restrictive Housing status, and are considered school-aged and who were in Special Education. Some educational videos are provided through the in-house television systems. Individuals enrolled in education also have access to tutors, and a RACHEL computer program is in the classroom and on some Units for academic remediation.

General population students receive academic instruction and HSED/GED preparation. A math refresher course was also offered through Southwest Wisconsin Technical College. For individuals who have a high school equivalency and want to improve their math skills. This course was provided on a quarterly basis, and participants were able to get direct instruction from a teacher during a scheduled class period once a week. However, due to a number of variables some classes had to be cancelled some weeks during a quarter. In spite of this, the feedback from students was favorable regarding the class time they were afforded, and 37 different PIOC participated in math refresher.

WSPF provides one post-secondary vocational course — Barber/Cosmetology. To date 27 students have graduated from this program and received their degree from Southwest Technical College. Three students completed the program in FY23, passed the State Board Examination and earned 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 Text 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 unit 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 case law for a charge from the law library upon request. Those who have a flash drives may request copies of typed case law briefs from 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 types of publications available through the Institution's Channel and booklist that is available for checkout, and they 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 from the library for distribution to library patrons. The library receives five copies of the Milwaukee Journal Sentinel daily newspaper and 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 FY23, Psychological Services Unit (PSU) consisted of two full-time Psychological Associates, one half-time Licensed Psychologist, and one LTE 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 routinely engage in one to one out of cell therapy contacts. In cell programming through PSU 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. WSPF PSU Staff all attended trainings designed to increase their knowledge, effectiveness, and clinical skills.

Two 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 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, Gunderson-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:

- ◆ Rae Boyer, Inmate Complaint Examiner
- ◆ Stanley 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:

- ◆ Raven Keele, Treatment Specialist 1 - SUD
- ◆ 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
- ◆ Dane Esser, Administrative Captain

## 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 62 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 FY23: 1150.

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## 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 - Institution Complaint Review System
  - ◆ LEP — Limited English Proficient
  - ◆ LTE - Limited Term Employment
  - ◆ PACE — Programming Administrative Confinement Effectively
  - ◆ PIOC — Person(s) In Our Care
  - ◆ 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
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