Department of Corrections
Division of Adult Institutions
Wisconsin Women’s Correctional System

Taycheedah Correctional Institution

Milwaukee Women’s Correctional Center

Robert E. Ellsworth Correctional Center

July 1, 2017 – June 30, 2018

Sarah Cooper, Warden
751 County Road K
PO Box 1947
Fond du Lac, WI  54936-1947
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MESSAGE FROM THE WWCS WARDEN AND ADMINISTRATIVE TEAM

Welcome to the Fiscal Year 2018 Annual Report for July 1, 2017 to June 30, 2018. This report recognizes and highlights all the hard work and dedication of staff in the Wisconsin Women's Correctional System (WWCS). Our goals are to provide female inmates a safe and secure environment which is gender responsive and utilizes gender specific strategies to assist in successful inmate transition and return to their families and communities. Throughout the year, our dedicated staff met many new challenges and worked professionally and collaboratively in meeting our goals.

WWCS is comprised of three facilities: Taycheedah Correctional Institution (TCI), Milwaukee Women's Correctional Center (MWCC), and Robert E. Ellsworth Correctional Center (REECC). Information about each facility is contained within this report.

Fiscal year 2017 brought a number of opportunities, challenges and changes to the Women’s System that is outlined in this report. The population of the Women's System continues to increase. WWCS continues to emphasize programs to assist in preparing the women for successful re-entry into the community.

As you read through this report you will find that the structure and programs of the WWCS facilities provide them with an opportunity to improve their chances of living a crime-free productive life upon their return to the community. We focus on community safety by promoting inmate preparation for their re-entry into the community. Offense related programming, trauma treatment, education and the pre-release curriculum have been a major focus in preparing for their release.

We are proud of the community service activities that are occurring at all the WWCS facilities. The inmates are learning how to be a good community member and the importance of making our communities safe.

There are numerous day to day challenges, opportunities and achievements that occur as a result of staff’s commitment to their profession in WWCS. Professional communication, teamwork and a positive attitude are the main contributors to the many accomplishments and successes in WWCS.

As you read this report, you will find there are many diverse operations that take place in the WWCS and the accomplishments are not all inclusive. On behalf of the Wisconsin Women’s Correctional System staff, we proudly present our Annual Report.

Sarah Cooper
WWCS Warden

Jennifer McDermott
WWCS Deputy Warden

Michelle Haese
MWCC Superintendent

Michelle Hoffman
REECC Superintendent
Wisconsin Women’s Correctional System

PURPOSE STATEMENT
The Wisconsin Women’s Correctional System will provide female inmates a safe and secure confinement in an environment which is gender responsive and which utilizes gender-specific guiding principles to assist in positive growth through treatment, education, and appropriate supervision, thereby fostering a successful transition for their return to their families and communities.

GUIDING PRINCIPLES
Create an environment based on safety, respect, and dignity. Develop procedures, practices, and programs that are relational to children, families, significant others, and the community. Address substance abuse, trauma, and mental health issues through comprehensive, integrated, and culturally relevant services and appropriate supervision. Provide women with an opportunity to improve their socio-economic conditions. Establish a system of comprehensive and collaborative services to assist in successful re-entry and community supervision.
TAYCHEEDAH CORRECTIONAL INSTITUTION
751 County Road K, P.O. Box 1947
Fond du Lac, WI 54936-1947
920-929-3800
Warden Sarah Cooper

INTERESTING FACTS

TCI Opened: 1921
Number of Acres: 50
Security Level: Maximum/Medium
Bed Capacity: 752
Current Population: 938 (as of 6/29/18)
Uniformed & Non-Uniformed Staff: 413

Annual Operating Expenditures\textsuperscript{ii}:
- General Operating budget: $22,087,262
- Fuel & Utilities: $1,544,919
- Maintenance & Repair: $267,271
- Goods & Services for Inmates (Variable Non-Food): $1,197,327
- Institution Food: $1,473,266
- Capital: $34,540
- Purchase of Services (Programming): $320,670

Inmate Wages:
- Institution: $370,980
- Project Crew: $43,597
- Work Release: $1,421,769
- Badger Correctional Enterprises: $13,239

Obligations/Collections:
- Child Support: $45,499
- Court Ordered: $57,913
- VWS / DNA: $146,362
- Institution Restitution: $1,370
- Room: $255,330
- Board: $84,608
- Transportation: $204,031

Inmate Revenue Accounts:
(Collected from inmates for their use/participation in various activities)
- Telephone Commission (184): $72,150
- Other 166 Accounts: $144,779

\textsuperscript{i} (This includes Permanent, Bureau of Health Services, and Limited Term Employee Staff).
\textsuperscript{ii} (Budgetary statistics reflect TCI, MWCC, and REECC).
HISTORY

Taycheedah’s history began in the early 1800’s; in 1837 James Duane Doty, the Wisconsin Territorial Governor, purchased land on what is now Taycheedah Correctional Institution (TCI). He established a home in Fond du Lac and built the Doty house in 1839, and to this day it stands on the institution grounds. He named the area “Taycheedah”, an adaptation of the Indian word “Teecharrah”, meaning “camping place”. Doty translated the word to mean “our home”. The Doty house was built nine years before Wisconsin reached Statehood in 1848 and is currently the oldest house in Fond du Lac County. In April 1997, the Doty Homestead was designated as a historic site by the Fond du Lac Historic Preservation Commission; this is still currently being utilized for inmates to have extended visits with their children in a home like setting.

In the early 1850’s, female inmates were housed in the Wisconsin State Prison which is known today as Waupun Correctional Institution (WCI). In 1912 work began on the female facility, but it was not until 1921 that the Wisconsin Industrial Home for Women was opened. Those first women were committed mostly for so called “crimes against morality” while repeat and more violent or serious inmates were housed at the prison in Waupun. In 1933, the Wisconsin Prison for Women opened. It was located adjacent to the Industrial Home and the women who had been at Waupun were transferred here. There were two separate facilities operating on the same grounds, and in 1945 the two consolidated and were given the name Wisconsin Home for Women. In 1975, the Legislature changed the name to Taycheedah Correctional Institution. In October 1992, Governor Thompson’s Prison Construction Plan authorized construction of a new 12’ fence with razor wire and electronic detection. August 21, 2005 all of the female facilities combined and officially became the Wisconsin Women’s Correctional System (WWCS).

ACCOMPLISHMENTS

Buildings and Grounds
- Heating Plant – Boiler Controls Replacement Project – October 2017
- EMR – Install electrical & network cabling, Wireless Access Points November 2017
- Addams to Simpson Hall – Installed 4 new roadway light poles & bases January 2018
- Prescott Food Service - Replaced 2 Domestic Steam Water Heaters February 2018
- 25 Beds Infirmary Project (Phillips Unit) – Substantially Completed March 2018
- Education Mobile Welding Lab Trailer Installed 400 amp electrical service – June 2018
- Maintenance Staff/BTM In House - $185,000 cameras upgrade and installation of NVRs: completed – June 2018
- Dorm Housing Unit replaced 2 exterior entry doors - June 2018

Business Office
- Processed over 2,250 requests for purchase and purchase orders.
- Processed approximately 3,300 invoices/transactions for payment.
- Processed approximately 670 staff travel vouchers.
• Processed approximately 8,495 disbursements requiring checks to be issued on behalf of inmates.
• Processed almost 34,850 transactions for state collections.
• Receipted over 26,400 money orders/checks for inmates.
• Processed over 1,400 inmate checks for release.
• Sold over 6,880 photo tokens to visitors.
• Processed 1,870 offender work program assignment placement forms.
• Inmates were able to start messaging family/friends from Kiosks, also able to message select departments within institution versus completing a paper form DOC-761 Interview/Information request.
• Held several fund raising events including: holiday orders, chicken dinner, Cousin Subs, Girl Scout Cookies, and Culver’s ice cream sales. Donations totaled $19,722.

Store
• Received over 1,260 deliveries from vendors.
• Purchased institution supplies and maintained (an average of $250,000) inventory to provide smooth, continuous operations of departments and the institution.

Continuous Quality Improvement (CQI) Council
• Conducted bi-monthly meetings, instituted procedures outlining committee activities, and implemented a TCI annual CQI plan.
• Developed and initiated the 2018 CQI plan.
• Audits have led, in several cases, to quality improvement interventions ranging from policy modification to further staff training utilizing best practice guidelines.
• 9 CQI projects were opened and 6 were closed; both categories were reviewed and evaluated by the CQI Council.

Education
• 41 students graduated with GED/HSED.
• 37 Vocational Graduates.
• One graduation ceremony was held for all vocational and academic graduates.

Employee Services Program (ESP)
• The TCI ESP committee involves various staff across disciplines to sponsor projects for staff participation throughout the year. The committee’s goal each year is to complete at least one project a month focusing on local organizations in Fond du Lac County. This past year, TCI donated used holiday lights, school supplies, pajamas, hats and mittens. The ESP committee also sponsored Heartfelt Acts of Kindness Week, 12 Day of Holiday Cheer, Mental Health Awareness Week and Angel Tree to benefit TCI employees. TCI staff also raised $83 for American Heart Association, $189 for Muscular Dystrophy Association (MDA) and $1,800 for American Cancer Society.

Food Service
• Served over 1,105,448 meals while maintaining an average cost of $0.86 per meal ($905,474.74).
• As a community service, over 2750 lbs. of left over foods were packaged, labeled, and provided to a local food bank (Broken Bread, Food Distribution Program). TCI kitchen inmate workers cooked and prepared 42 turkeys furnished by the Immanuel Trinity Lutheran Church
for their community Thanksgiving Meal. Also, the Fond du Lac Christmas Committee furnished 17 turkeys for the inmate workers to roast and prepare for their Fond du Lac Community Christmas Dinner in 2017.

- With supervision by the Food Service Administrator, six institution gardens were planted and maintained by inmate garden workers with fresh vegetables and herbs to be utilized by the Food Service Department to offset the cost of purchasing vegetables and dry herbs/spices. Because of construction of the new infirmary, approximately one acre of garden space was eliminated and the choice of vegetables was limited from years past. The produce grown consisted of the following:

<table>
<thead>
<tr>
<th>Carrots</th>
<th>Snow Peas</th>
<th>Basil</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cucumbers</td>
<td>Spinach</td>
<td>Chives</td>
</tr>
<tr>
<td>Green Beans</td>
<td>Summer Squash</td>
<td>Dill</td>
</tr>
<tr>
<td>Green Peppers</td>
<td>Tomatoes</td>
<td>Garlic</td>
</tr>
<tr>
<td>Lettuce</td>
<td>Zucchini</td>
<td></td>
</tr>
<tr>
<td>Radishes</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- A total of 8,044.3 pounds of vegetables and herbs were harvested from the six gardens.
- TCI started vegetable and flower plants from seed over the winter months in the newly constructed greenhouse for sales and planting in the spring/summer. Some vegetable seeds were planted and these vegetables were harvested for the kitchen over the winter months. The vegetables included tomatoes, lettuce, spinach, broccoli and onions.

Health Services Unit (HSU)

- Completed over 42,918 on-site healthcare appointments and sick calls (MD, NP, or RN). (Decrease in number due to the implementation of the EMR, first month appointments were decreased by 50%).
- Responded to and provided urgent and emergent care on 1,068 occasions.
- Physicians and Nurse Practitioners performed over 919 new intake physical exams. (Increase due to the number of new intakes).
- Dispensed over 70,684 dictation prescriptions.
- Processed over 4,398 labs.
- Performed 167 onsite x-rays.
- Performed 108 on-site ultrasounds.
- Completed 579 on-site optometry examinations. Optical Assistant 310.
- Arranged and completed over 2,069 offsite specialty clinic visits.
- Provided 187 onsite digital mammograms.
- Dental department performed nearly 2,022 dental exams and treatments.
- Dental hygienist completed over 265 routine cleanings.

Human Resources (HR)

- Human Resources personnel provide services to the following employees in WWCS:
  - TCI employs 413 staff.
  - MWCC employs 25 staff.
  - REECC employs 133 staff.
  - Total employees = 571.

iii (Employee statistics include Permanent, Bureau of Health Services (BHS) and Limited Term Employment (LTE) staff members on site at these locations).
Inmate Complaint Examiner (ICE)
- Total number of accepted complaints filed at TCI for FY18 was 926 compared to 1,100 total complaints in FY17.
- Complaints returned to inmates for not meeting Administrative Code 310 specifications for filing totaled 957 for FY18.

Monarch Special Management Unit (MSMU)
- 13 inmates graduated The Strength Program (Dual Diagnosis).
- MSMU continues to take referrals of inmates that have physical needs. These inmates are provided approximately five hours of mental health programming in conjunction with services by Recreation Therapy.
- MSMU continues to offer at least ten hours of programming to inmates referred for mental health needs. Several Evidence-Based Programs and treatment modalities are offered for the MSMU inmates including: Seeking, Moving On, Women’s Trauma Recovery and Empowerment (WTREM), Eye Movement Desensitization and Reprocessing (EMDR), and Dialectical Behavioral Therapy (DBT). Meeting the specific needs of women through gender-responsive treatment programs is a priority of the unit and the institution as a whole.
- Each inmate referred to MSMU has an individualized Treatment Plan developed with personalized goals that guide their treatment while on the unit.
- MSMU inmates may work in jobs outside of the unit (i.e. kitchen, recycling) and may also work towards their educational goals as part of their Treatment Plan.

Psychiatric Services
- CQI project on “problem lists” was completed.
- CQI project on “build-up” of appointments to be scheduled was submitted.

Psychiatric Service Components:
- New Intakes Seen: 387
- Emergent/Urgent Visits: 24
- Total Clinic Visits: 6312

Psychiatry Services is fully staffed at the close of the fiscal year, including a psychiatric nurse position.

Psychological Services Unit (PSU)
- Over 867 clinical intake interviews were completed.
- Over 11,322 documented clinical contacts.
- More than 585 clinical contacts were made for inmates in observation status.
- Facilitated an estimated 11,000 hours of group therapy during this reporting period.
- Instructed Suicide Prevention Training for all institutional staff.
- Provided placement for three Doctoral level interns under the DOC’s American Psychological Associate (APA) approved internship program.

Records
- Processed record high female admissions and intakes.
- Processed offender files and calculations for record high population.
- Implemented Early Release Program at TCI.
- Re-establishment of Act 28 Certain Earned Release procedure.
- TCI Records Office partnered with Central Records Office Unit for records reviews.
Security
- All Security staff received annual training during a one day training block. Training in the spring consisted of Firearms Requalification and Incapacitating Agents update. Training in the fall consisted of Principles of Subject Control (POSC), Suicide Prevention, Mental Health and Trauma Informed Care (TIC).
- All security supervisors completed a Taser Update.
- ICS Work shop and Table top exercises were completed.
- Monthly suicide prevention drills were conducted on rotating shifts.
- Monthly Fire Drills were conducted on rotating shifts.

CONTACT COORDINATORS FOR MAJOR INITIATIVES

AMERICANS WITH DISABILITIES ACT (ADA)
Primary Coordinator:
Charles Brown, Corrections Management Services Director
(920) 929-3825
Backup Coordinator:
Ronald Wilson, Buildings & Grounds Supervisor
(920) 929-6707

COMPAS – (Correctional Offender Management Profiling for Alternative Sanctions)
A risk and needs assessment system
Primary Coordinator:
Audra Sulewski, Corrections Program Supervisor
(920) 929-3854

LIMITED ENGLISH PROFICIENCY (LEP)
Primary Coordinator:
Mildred Montano, ESL Teacher
(920) 929-3880
Backup Coordinator:
Jason Lederhaus, Education Director
(920) 929-3897

PRISON RAPE ELIMINATION ACT (PREA)
Primary Coordinator:
Jon Noble, Security Director
(920) 929-3822
Backup Coordinator:
Jason Dogs, Security Supervisor 2
(920) 929-3813
INSTITUTION PROGRAMS

EDUCATION
Educational programming at TCI reflects the needs of the female inmate with the intention of enhancing basic education, providing practical job skills, and helping inmates acquire attitudes and self-direction needed to perform ethically and productively in the community upon release. Inmates participate in academic and vocational education while at TCI. In addition, the school offers library services, correspondence education, and computer assisted instruction as well as teacher-taught re-entry modules.

VOCATIONAL
The Moraine Park Technical College (MPTC) certifies vocational programs offered at TCI. Credits earned are transferable to the Wisconsin Technical College System for continuing education. Inmates earn certificates or diplomas from MPTC upon completing one of the following TCI taught programs:
- Cosmetology Program
- Building Maintenance and Construction Program
- Office Software Applications Program

VOCATIONAL PRODUCTION
Cosmetology Program: Cosmetology students improved their skills and earned on-the-job training hours by performing 2,201 haircuts and 816 other services such as colors and perms on other inmates at Taycheedah during this reporting period.

COMMUNITY SERVICE
TCI has an inmate Community Service Program in Simpson Hall that has established a partnership with a number of community agencies throughout the state. Community Service inmates sew: place mats, quilted blankets, quilt tops, table runners, wall hangings, wheelchair bags, hot pads, microwave bowl covers, aprons, crayon bags, and purses. Inmates also knit and crochet hats, scarves, mittens, socks, sweaters, diaper cover sets, and infant cocoons for many non-profit organizations. Items such as hats, mittens, and scarves are donated to churches, shelters, and agencies with children in need, mainly during the winter season. Approximately 350 hat and mitten sets were completed this fall for anticipated donations. TCI donates goods to be auctioned off or raffled to non-profit organizations for fundraisers. Approximately 10,650 inmate hours were worked in FY18. The program consistently donates to 35 local agencies and charitable fundraisers.

HEALTH SERVICES UNIT (HSU)
HSU provides both onsite and offsite specialty care for a wide range of clinical conditions. HSU is open 24/7 to provide inmates access to services for emergency, urgent, chronic, routine, and scheduled health care appointments.

HSU is led by a HSU Manager and two HSU Assistant Managers; one of whom focusing on staff education and orientation. They provide management of HSU staff and health care services administration. Recently, an additional Assistant Manager was added to supervise the Infirmary and second shift staff. Additionally, one physician serves as the Associate Medical Director for the Wisconsin Women’s Correctional System and the Department of Corrections; however, this position was vacant during this reporting period.

HSU continues to undergo many positive changes; Currently, HSU remains accredited by The National Commission on Correctional Health Care (NCCHC) and seven HSU staff members are
Certified Correction Health Professions (CCHP). TCI’s NCCHC accreditation was renewed in 2017. The Electronic Medical Record was implemented in December 2017. TCI continues to support other institutions with their “Go-lives” with the EMR. Lastly, TCI’s infirmary/Phillips Unit opened in July 2018.

**INITIAL CLASSIFICATION**

Initial Classification, formally known as Assessment and Evaluation (A&E), operates under the authority of the Bureau of Offender Classification and Movement (BOCM) in accordance with State Statutes and Department of Corrections policies. During initial classification, staff gathers pertinent background information and administers classification processes to assess the risk presented by the inmate, and assign a custody level associated with housing and correctional practices that will enhance the safety of the public, staff and inmates.

Assessment tools are utilized to identify an individualized set of correctional programs that will reduce risk associated with the inmate relative to their incarceration and enhance their successful reentry into the community.

The Offender Classification Specialist recommends placement of inmates at Division of Adult Institution facilities, Division of Juvenile Corrections for some inmates sentenced in adult courts, but age appropriate for placement into juvenile facilities, Department of Health and Family Services facilities or contracted beds based upon custody level, program or reentry needs of the inmate that ensures efficient and best utilization of departmental resources associated with housing and programs.

As part of the Department of Corrections Reentry Initiative, the addition of a pilot of the Gender-Responsive Core/Reentry Assessment (also known as the Women’s Risk Need Assessment) to the COMPAS allows WI DOC to apply gender-responsive assessment principles to the female offender population. Taycheedah Correctional Institution began utilizing the WRNA Assessment Tool during the initial classification process. COMPAS is an actuarial validated assessment tool that predicts likelihood to re-offend based on criminogenic factors gathered through a series of questions, both administered by classification staff and self-administered by the offender. In the Division of Adult Institutions, these assessments are being completed upon intake in an effort to provide for better continuity for case planning and program assignments between the Division of Community Corrections and the Division of Adult Institutions. In addition, COMPAS results identify program needs and prioritization for placement in programming.

**RECLASSIFICATION REVIEW COMMITTEE**

The Reclassification Review Committee provides a systematic review of an inmate’s custody level, program needs and placement. This committee consists of a Bureau of Offender Classification and Movement representative along with TCI representatives from security and treatment discipline. The committee’s recommendations consider risk relative to offense and offense history, institution adjustment, sentence structure, medical needs, clinical needs, program needs and any other relevant factors. The reviews are completed according to Wisconsin Administrative Code DOC 302 and occur at intervals of no more than twelve months.
**INMATE COMPLAINT REVIEW SYSTEM (ICRS)**

ICRS is established pursuant to the Wisconsin Administrative Code DOC 310. The ICRS provides a process by which grievances raised by inmates may be investigated and addressed. This Administrative Code was revised in April of 2018. The biggest change limited inmates to filing one complaint per week as opposed to two per week previously, except for health and personal safety reasons to accept more. Under the direction of the Warden, the Institution Complaint Examiner (ICE) investigates the issues raised by inmates and makes a recommendation to the Warden/Reviewing Authority regarding a decision on each complaint. The ICE is then responsible to ensure implementation of the Warden/Reviewing Authority’s decision.

During FY18, TCI received and processed 1,883 inmate complaints. This total includes accepted and returned complaints.

<table>
<thead>
<tr>
<th>COMPLAINT CATEGORY</th>
<th>NUMBER OF ACCEPTED COMPLAINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>01 – STAFF</td>
<td>109</td>
</tr>
<tr>
<td>02 – CORRESPONDENCE</td>
<td>15</td>
</tr>
<tr>
<td>03 – DISCIPLINE</td>
<td>98</td>
</tr>
<tr>
<td>04 – MEDICAL</td>
<td>212</td>
</tr>
<tr>
<td>05 – PAROLE</td>
<td>0</td>
</tr>
<tr>
<td>06 – PERSONAL PHYSICAL CONDITIONS</td>
<td>57</td>
</tr>
<tr>
<td>07 – PROPERTY</td>
<td>157</td>
</tr>
<tr>
<td>08 – RULES</td>
<td>7</td>
</tr>
<tr>
<td>09 – RELIGION</td>
<td>3</td>
</tr>
<tr>
<td>10 – WORK AND SCHOOL PROGRAMS</td>
<td>24</td>
</tr>
<tr>
<td>11 – VISITING</td>
<td>20</td>
</tr>
<tr>
<td>12 – OTHER</td>
<td>69</td>
</tr>
<tr>
<td>13 – FOOD</td>
<td>15</td>
</tr>
<tr>
<td>14 – CLASSIFICATION</td>
<td>10</td>
</tr>
<tr>
<td>15 – COMPLAINT REVIEW SYSTEM</td>
<td>8</td>
</tr>
<tr>
<td>16 – DISCRIMINATION</td>
<td>0</td>
</tr>
<tr>
<td>17 – INMATE ACCOUNTS</td>
<td>46</td>
</tr>
<tr>
<td>18 – BCE</td>
<td>1</td>
</tr>
<tr>
<td>19 – HIPPA/BREECH OF CONF. HEALTH INFO</td>
<td>2</td>
</tr>
<tr>
<td>20 – STAFF SEXUAL MISCONDUCT</td>
<td>12</td>
</tr>
<tr>
<td>21 – INMATE SEXUAL MISCONDUCT</td>
<td>13</td>
</tr>
<tr>
<td>22 – DENTAL</td>
<td>6</td>
</tr>
<tr>
<td>24 – STAFF MISCONDUCT</td>
<td>18</td>
</tr>
<tr>
<td>25 – PSYCHOLOGY</td>
<td>18</td>
</tr>
<tr>
<td>26 – PSYCHIATRY</td>
<td>6</td>
</tr>
<tr>
<td><strong>TOTAL ACCEPTED COMPLAINTS:</strong></td>
<td><strong>926</strong></td>
</tr>
</tbody>
</table>

**MONARCH SPECIAL MANAGEMENT UNIT (MSMU)**

MSMU is a 66-bed specialized management unit for inmates who have been referred with the goal to provide intensive treatment services to address mental health needs, or who have a special need identified by medical staff or via other means requiring specialized care. The unit is managed by a Corrections Program Supervisor in collaboration with a Security Supervisor who seeks consultation with the Psychology Manager and Psychiatry Supervisor. Program components are highly individualized and consider the inmate’s security, daily living, clinical, medical, educational, offense related, and rehabilitative needs. Each inmate has an individual treatment plan that is reviewed every six months, (or sooner if deemed necessary), by the Treatment Team.
**PSYCHIATRIC SERVICES**
Psychiatric Services is a component of the Health Services Unit (HSU) concerned with the assessment and treatment of inmates with psychiatric illness. This service is the primary prescriber of psychotropic medications. It works in close alliance with the Psychological Service Unit (PSU) regarding the assessment and treatment of mentally ill inmates. It works, similarly, with (HSU), integrating inmates’ medical illnesses and treatment with their psychiatric conditions and treatment.

**PSYCHOLOGICAL SERVICES UNIT (PSU)**
TCI is entrusted with the challenge of providing treatment to incarcerated female inmates. Traditional treatment approaches often neglect issues unique to female inmates. PSU staff provided female inmates with programs geared specifically towards women’s issues.

*Approximately 88% of inmates housed at TCI are identified as having some form of mental illness. *Approximately 35% are diagnosed with a serious mental illness including major depressive disorder, bipolar disorder, psychotic disorders, and behavioral disorders, which significantly impact the inmate’s ability to function effectively. *Approximately 54% of inmates are diagnosed with less significant mental health need including anxiety disorders, adjustment disorders, and less disturbing mood disorders. **Approximately 74% of the inmates at TCI are prescribed psychotropic medications.

(*Percentages based on August 2018 data)
(**Percentages based on June 2018 data)

**RECORDS**
The Records Office is responsible for the admission, legal incarceration and proper release of all female offenders sentenced to prison. Judgments of conviction and court orders are followed and contact is made with the courts when judgments and orders are ambiguous. Release and discharge dates are accurately calculated for every sentence. The Records Office is responsible for the management of inmate legal, social service and visiting files, processing of intrastate and interstate detainers, scheduling inmate parole hearings, processing the transfer of inmate files, providing notary and civil services to inmates, maintaining inmate visiting lists, scheduling inmate file reviews, responding to open records requests, and the arrangement and coordination of professional visits, attorney and court phone calls and court videoconferences for inmates.

**RELEASES**

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**TRANSFERS**

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**TCI ADMISSIONS**

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**RECREATION**
Recreational programming continues to be a valuable tool in the reduction of inmate idleness. Recreation periods and league play help build self-esteem, pride, and a feeling of accomplishment as goals are achieved. Programs such as Yoga, Physical Wellness and Beginners Softball provide a feeling of both accomplishment and self-help, in which participation continues to be at
maximum capacity. The Simpson gym is accessible for all inmates, and is offered at various times Monday-Saturday. Outdoor recreation is offered during the spring-summer months. These programs continue to have a positive impact on our offender’s rehabilitation. During FY18, total recreation activities attendance averaged 2,797 inmates per month.

**RELIGIOUS SERVICES/PROGRAMS**

TCI provides a wide range of religious programming for all inmates. TCI facilitates Weekly Catholic, Eastern Religions, Humanist/Atheist/Agnostic, Islam, Native American, Pagan, Jewish and Protestant services. In addition to religious services, 11 unique religious and spiritual study groups are held weekly, bi-weekly or monthly. A dedicated team of volunteers help to provide all religious programming.

The inmate population as of 6/26/2018 reflected the following religious preferences:

- Catholic = 10%
- Eastern Religions = 4%
- Humanist/Atheist/Agnostic = 2%
- Islam = 3%
- Jewish = 0.1%
- Native American = 9%
- No Preference = 2%
- Other = 0.1%
- Pagan = 7%
- Protestant = 58%

In FY18, holy books, calendars, religious publications, and greeting cards, were available to inmates at no charge. (All materials were donated by outside sources or purchased with monetary donations.)

**SECURITY & SAFETY**

It is the goal of Security Department to provide a safe and secure facility for the public, staff and inmates as well as being a role model while maintaining professional conduct for TCI and the Department.

- **Conduct Reports**- There were 717 major conduct reports and 2,657 minor conduct reports. There were 100 conduct report appeals this fiscal reporting period.
- **Laundry**- The laundry at TCI runs with one officer and employs six inmate workers. They are responsible for handling the institution’s soiled laundry by collecting, counting, sorting, and sending it out to BSI, then redistributing the clean laundry after it has been returned. They issue the state clothing to the inmates and exchange it as needed. The seamstress sews DOC patches and chevrons on officer uniforms and mends and repairs inmate clothing and institutional items.
- **Maintenance Officers**- The Maintenance work crews consist of two correctional officers and 36 inmates. They are responsible for maintaining 27 acres of land inside the perimeter fence.
- **Recycling**- Recycling was officially shut down and put on hold in November 2016 due to construction and facility needs. At the time of its closing, recycling area was staffed with 4 inmates as the amount of recycling had increased.
Visits - As an institution, we encourage visits from family members and significant others. We feel this is an integral part of inmates’ rehabilitation and reintegration into the community. For FY 18, 12,311 visits and 21,292 visitors were processed.

SOCIAL SERVICES
Social Services continued to offer a variety of management services affecting the unique needs of the female inmate’s incarceration, rehabilitation efforts, and successful return to the community.

Currently female offenders have the ability to participate in Moving On, a cognitive thinking program; Parenting; Violence in Relationships; Mind Over Mood, an emotional regulation program; and SUD (Substance Use Disorder) programming.

Inmates also have the opportunity to participate in Homestead Visits during the course of the year. These visits are coordinated by social workers and teachers. During these extended visits, mothers and their children are able to devote a few hours playing games, enjoying a meal, and spending time together to enhance their bonds. Inmates are also encouraged to participate in letter writing workshops to produce an apology letter to the victims of their crimes. These are then sent to the Office of Victims Services in Madison to be reviewed and stored in the event the victim would request to view them.

Each fall the institution holds a Re-Entry Resource Fair in which inmate’s releasing to the community in the near future are able to come speak with representatives from community agencies, view community resources, and speak to employment agencies and probation officers about ways to positively re-enter their communities.

SUBSTANCE USE DISORDER (SUD) PROGRAMS
TCI offers four substance use disorder programs and one dual diagnosis program specifically developed for women in recovery. The programs work towards empowering women to make healthier life choices and remain abstinent from alcohol and drugs.

The SUD program is broken down into four SUD levels:

The SUD 2 program is a 12 week program for women assessed with a mild substance use disorder and who are at a moderate risk for recidivism. The group components of the program include Helping Women Recover, a gender responsive substance abuse program, and Connections, a Shame Resiliency program. Individual components of the program include bi-weekly individualized treatment planning sessions with a Treatment Specialist or SUD Social Worker with a focus on planning for reentry into the community.

The SUD 3 program is a 14 week program for women assessed with a moderate to severe substance use disorder and who are at a moderate risk for recidivism. The group components of the program include Helping Women Recover, a gender responsive substance abuse program, Seeking Safety, a trauma and substance abuse program, Connections, a Shame Resiliency program and Moving On, a gender-responsive cognitive behavioral program. Individual components of the program include bi-weekly individualized treatment planning sessions with a Treatment Specialist or SUD Social Worker with a focus on planning for reentry into the community.

The SUD 4 program is a 16 week program for women assessed with a mild to severe substance use disorder and who are at a high risk for recidivism. The core group components of the program
include Helping Women Recover, a gender responsive substance abuse program, Seeking Safety, a trauma and substance abuse program, and Moving On, a gender-responsive cognitive behavioral program. Additional ancillary groups offered in this program include Beyond Violence for women with histories of violence both as the victim and as the perpetrator, Connections, a Shame Resiliency program. Individual components of the program include bi-weekly individualized treatment planning sessions with a Treatment Specialist or SUD Social Worker with a focus on planning for successful reentry into the community.

The Dual Diagnosis program is a 20 week program for women assessed with a mild to severe substance use disorder and who are at a moderate or high risk for recidivism. The core group components of the program include Helping Women Recover, a gender responsive substance abuse program, Seeking Safety, a trauma and substance abuse program, Moving On, a gender-responsive cognitive behavioral program, Coping with Feelings (a Dialectical Behavioral Therapy-informed skills group), Mental Health Education, Beyond Violence for women with histories of violence both as the victim and as the perpetrator, Connections, a Shame Resiliency program, and Picking Up the Pieces, a Grief and Loss program. Individual components of the program include bi-weekly individualized treatment planning sessions with a SUD Social Worker with a focus on planning for successful reentry into the community and monthly individual therapy sessions with a psychological associate.

**Community Relations Board Meeting**
TCI hosts an annual community relations board meeting. This meeting provides an opportunity to meet with our community partners to share information and discuss ideas and interests regarding corrections and public safety. Members include: Fond du Lac community representatives, public and private organizations, law enforcement, elected officials and staff from the Department of Corrections, and the Division of Community Corrections.
**ADDITIONAL PROGRAMMING OFFERED AT TCI**

**Sex Offender Treatment**
Develop knowledge and skills needed to reduce identified risk factors to re-offend sexually. Criminal thinking, Healthy Relationships, consent, deviant arousal, and re-offense prevention are discussed.
- SO4: Higher risk to re-offend - based on identified risk factors
- SO2: Medium - Medium/low risk to re-offend - based on identified risk factors

**Alcohol and Other Drug Treatment**
- AODA Residential (16 week, 400 hour) inmates completing this program are given the completion status for the A&E needs of AODA, Anger Management, and CGIP. Additional components include but not limited to: Healthy Relationships, Assertiveness Skills, Self-Esteem, Relapse Prevention, Stress Management, and Family Roles
- AODA/Dual Diagnosis Program (Strength Program)
  - 6 months in duration
  - Components of Strength Program include: AODA (Helping Women Recover and Seeking Safety), Moving On, Team Building, Coping with feelings, Mental Health Education, Community Meetings, Grief and Loss, Anger Management, Beyond Violence, Living with Meaning, and Healthy Lifestyles
  - Anger Management
  - Moving On
  - Parenting
  - Extended Visitation Facilitators
  - Violence in Relationships

**Reentry Initiatives**
- Steps to Success: Bay Area Work Force Development
- Pre-Release Curriculum:
  - Education
  - Employment
  - Family Support
  - Financial Literacy
  - Health
  - Housing – not currently facilitated
  - Personal Development
  - Transportation
  - Wellness

**RHU Groups (maximum of 5 inmates in each pod)**
There are 60 hours of group offered in Restrictive Housing each week. The overarching topics are as follows:
- Cognitive Restructuring
- Healthy Lifestyles
- Mental Health
- Prosocial Activities
- Relationship Management

**Recreation Leader - TX Building**
- Cardio Power
- Mind and Body wellness
- Step Class
- Yoga
- Zumba

**Recreation Leader – Simpson**
- Aerobics
- Beginners Volleyball and Softball
- Cardio Hour
- Physical Wellness
- Volleyball/Softball/Kickball leagues (championship game and all-star game)
- Yoga

**TCI Religious Services/Studies**
Services:
- Eastern Religious: Wednesdays, 8:00-9:30 AM, Chapel
- Catholic Mass: Wednesdays, 2:15-3:00 PM, Chapel
- Humanist, Atheist, Agnostic: Thursdays, 3:00-4:00 PM, Chapel
- Islam: Thursdays, 2:00-3:00 PM, Chapel
• Native American: Monthly, rotating Saturdays
• Pagan: Rotating Saturdays and the 4th Thursday
• Protestant: Sundays 1:15-2:15 PM and 2:30-3:30 PM, Simpson Gym

Group Studies: Inmates may choose one group (AA or NA does not count towards one group)
• Non-specific URG groups
  o AA
  o NA
  o Siddha Yoga Meditation
• Catholic Studies
  o Holy Family Catholic Study
  o MCN Catholic Study
• Protestant Studies
  o Rev. Iles Bible Study
  o Jehovah’s Witness Bible Study
  o Community Baptist Bible Study
  o Faith at Work Bible Study
  o Lower Lake Bible Study
  o MCN Protestant Study
• Native American
  o Smudging

TCI PSU GP/MSMU Groups
• Activity Skills – To provide services that enhance involvement and satisfaction in the pro-social activity of crocheting/knitting. To provide series that increase self-worth through participation in community service projects – Benefits all Diagnosis – open
• Card Games – To provide instruction in leisure skills development, to provide opportunities for experiencing enjoyment and contentment through healthy activities.
• Chronic Pain Management – Medical Conditions – closed
• Coping Skills – Increase ability and motivation to think before acting, address “thinking issues” vs. “feeling issues.” – Personality Disorders – open
• Coping with Anxiety – To gain education on and learn the different DSM-IV-TR anxiety disorders and practice ways to cope with each one of them – Anxiety Disorders – closed
• Impulse Control – To gain education on being able to appropriately handle destructive impulses through processing destructive emotions, identifying triggers, replacing harmful patterns with positive thoughts and behaviors by gaining a greater sense of self-control
• Self-Awareness – To gain education on recognizing their personal strengths, feelings, interests, values, and enhancing their self-confidence.
• Coping with Parenting from a Distance – Increase confidence in parenting while incarcerated. Normalize and develop support through peer interaction. Increase knowledge of basic parenting strategies and non-custodial parenting techniques – Benefits all Diagnosis – closed
• Coping with Voices – Increase ability to cope with hearing voices. Benefits Psychotic symptoms - open
• Creative Writing – To assist clients in developing creative writing skills. To provide opportunities for client’s to develop and utilize writing as a form of emotional expression. – Benefits all Diagnosis – open
• DBT After Care – Continue to utilize DBT skills in day to day life – Personality Disorders – open
• DBT After Care Tutoring – Building mindfulness skills and extra peer work for skill use – Personality Disorders – closed
• DBT Extra 1 – Personality Disorders – closed
• DBT Skills Group 2 – Personality Disorders – closed
• Distress Tolerance Skills – Teaches women to tolerate distress and regulate emotions more effectively
• Drama – To provide services that promote self-esteem and creative expression. To assist clients in developing interpersonal skills and teamwork.- Benefits all Diagnosis – closed
• Expressive Art – Utilizing art for creative expression and therapeutic activity
• Forgiveness – Benefits all Diagnosis – closed
• Free-Time Boredom 1 - To provide opportunities for the client to participate in recreation activities in order to maintain and expand existing skills and interest. To provide clients with structured opportunities for social interaction – Benefits all Diagnosis – open
• Friday’s with O’Keefe – To provide support and teach coping skills to improve quality of life while living with their medical condition – Medical Conditions – open
• Grief & Loss – To increase knowledge on grief and loss process – V-code Bereavement – closed
• Grief Support Group – To increase knowledge on grief and loss process – V-code Bereavement – closed
• Increase Social Skills – Teaches non-verbal communication, personal values, verbal interaction skills, validation
• Managing General Population – improve coping to deal with GP – Adjustment Disorders – open
• Mentor Group A&E – increase mentees coping skills, adjustment to prison life, and positive problem solving- V-code Relationship -closed
• Mentor Group 2 – Increase mentees coping skills, interpersonal relationships, and positive problem solving skills – V-code Relationship – closed
• Mindfulness/Meditation – Mindfulness skills
• Mind Tools – Increase insight, decrease impulsivity, better manage anger and frustration – V-code Relationship – open
• Moral Recognition Therapy – Personality Disorders – closed
• Moving On – Program for cognitive needs.
• MSMU Mentor Group – Increase mentees coping skills, interpersonal relationships, and positive problem solving skills. – Benefits all Diagnosis – closed
• Musical Melodies – To provide opportunities for clients to utilize playing music as a form of emotional expression. To provide series that increase self-confidence through new skill development – Benefits all Diagnosis – closed
• Positive Psychology Group – To reduce depression and/or anxiety symptoms - closed
• Pre-Release Health Module – Benefits all Diagnosis – closed
• Process Group STU 2 – To continue to learn and build upon skills learned at WWRC – Personality Disorders – closed
• Psycho-Educational Trauma and Abuse Group – A brief introduction to trauma work. Meets A/E need for Childhood Abuse Counseling
• Relapse Prevention Skills – To practice different relapse prevention skills – Substance related disorders – closed
• Seeking Safety – Trauma and AODA group - MSMU
• Self Esteem – To provide opportunities for clients to engage in and maintain self-promoting activities. To provide services that increase client’s ability to express their self-worth – Benefits all Diagnosis – closed
• Soothing Sensations – To provide opportunities for clients to feel safe and experience relaxation in a soothing environment. To provide services for clients to learn different relaxation techniques to utilize in the future – Benefits all Diagnosis – open
• Staying Focused – To gain education on how to manage time, maintain a daily schedule and routine, limiting distractions and relaxation skills to aid in focusing attention – Adjustment Disorders – closed
• STEP - Survivor Therapy Empowerment Program for Women (STEP) Psychoeducational group for women who are affected by intimate partner violence and may have extensive trauma histories, substance abuse, anxiety and interpersonal deficits - closed
• Emotion Regulation Skills – DBT skills group, the focus will be on core mindfulness and emotion regulation – closed
• The Journey Out of Trauma 1 & 2 – Each member can name two different grounding techniques and how trauma has impacted their life – Trauma - closed
• Therapeutic Recreation – closed
• Trauma After Care – To be able to list and use five different coping skills related to your trauma – closed
• TX Get Fit – improve physical fitness for overall health and wellness – Benefits all Diagnosis – open
• TX Mind & Body Wellness – Improve physical fitness for overall health and wellness – Benefits all Diagnosis – open
• TX Moving to Music – Improve physical fitness for overall health and wellness – Benefits all Diagnosis – open
• Women in Recovery – A support group to gain support on common issues, struggles and strength of women in recovery – Substance Related Disorders - closed

Education Programming

• Moving On
• Basic Writing
• Computer Lab for Basic Level students
• English as a Second Language (ESL)
• Health

• Inter/GED Language Arts
• Inter/GED/5.09 Language Arts
• Inter/GED/5.09 Math
• Inter/GED/5.09 Science
• Inter/GED/5.09 Social Studies

WWCS FY18 Annual Report
• Intermediate Language Arts
• Intermediate Language Arts
• MPTC-certified Bldg. Maintenance and Construction Program
• MPTC-certified Computer Literacy class
• MPTC-certified Cosmetology program
• MPTC-certified Dental Laboratory Technical program
• MPTC-certified Math Proficiency
• MPTC-certified Occupational Communications

• MPTC-certified Office Software Applications Program
• MPTC-Certified Student Success
• MPTC-certified Vocational Math class
• MPTC-certified Workplace Success
• Oversee special bldg. projects for the Maintenance Department
• Re-entry: Financial Literacy module
• Re-entry: Well module
• Supervise Dental Production projects
• Tutor Lab for Basic Level students

Vocational

• Building and Maintenance
• Cosmetology
• Dental laboratory
• Office Software
INTERESTING FACTS

Opened in: 2003  
Number of Acres: 1 acre  
Center Security Level: Minimum & Minimum-Community Custody  
Bed Capacity: 100  
Current Population: 110 (as of 8/30/18)  
Total Staff: 25

ACCOMPLISHMENTS

Buildings & Grounds
- EMR – Install electrical & network cabling, Wireless Access Points - December 2017  
- Installed Bullet Proof Windows in Administration & Dining Room - January 2018  
- Install new Toilet Partitions in 2 Inmates Showers Rooms – June 2018  
- $500,000 Perimeter Security Upgrade Project in design phase.  
- Collaboration with TCI & REECC maintaining the center and resolving maintenance issues.  
- Several painting projects completed to enhance the appearance of the center.

Education
- Resource Room – contains GED prep materials, correspondence course applications, computers for developing resumes and cover letters. The resource rooms also offers Job-net; information regarding job seeking, employment related videos and basic legal resources.

Employee Services Program
- Sponsored daily activities and events for staff during Corrections Employee Week.  
- Staff organized and completed several donation drives for local charities by offering staff and inmates to purchase special meals from local restaurants.
Food Service
- The garden program for MWCC produced over 1,500 pounds of various fruits and vegetables that were used in the Food Service Department.
- Several inmates obtained the ServSafe certificate from the ServSafe Program.
- Continued each week to produce 1,200 servings of baked goods for Milwaukee Secure Detention Facility to be used at seven meals a week.
- New Food Service staff member hired.

Health Services Unit (HSU)
- Nursing services provided by LTE staff.
- Nurse Practitioner on site once a week.

Inmate Complaints
- Complaints accepted and processed: 54
- Complaints returned: 72

Personnel
- Provided First Aid, CPR/AED and Suicide Prevention training to non-security staff.
- Training for Social Services staff for new programs and initiatives.
- Provided POSC and OC update training for Security staff.

Psychological Services
- Psychiatrist is on site four times monthly to prescribe and monitor medications.
- One full-time Psychologist and one 50% PSU Supervisor provided psychological services.

Security
- Provided training in large van operation certifications and Disruptive Groups.
- Provided Suicide Prevention, POSC, First Aid, and CPR/AED training to all staff.
- Conduct Reports – Totals: Major – 24; Minor – 217; Appeals - 1

Social Services
A staff of one general population Social Worker, two Treatment Specialists and one SUD Social Worker provide overall case management and treatment programming to the inmate population. Case management provides basic direction regarding institutional programming and adjustment during an inmate’s incarceration along with more specific duties, such as CorrectionalOffender Management Profiling for Alternative Sanctions (COMPAS) assessment, Unified Case Planning, parole planning, special placement needs, marriage screening, coordinating release/reentry planning including interstate placements, and working with the DCC field staff to set up approved placements and functioning as focal point of the Re-entry Program.

Casework counseling provides basic personal and emotional counseling revolving around an inmate’s incarceration including daily living problems, family problems, marital problems, and assessing more specific program and treatment needs, which may entail referral to Psychological Services or recommendation for transfer to other facilities for specific treatment programming.

Social Services staff assist inmates in acquiring State of Wisconsin identification cards, vital documents, BadgerCare calls, and referrals to various community resources. Several community-
based programs such as Opening Avenues to Reentry Success (OARS) and Disabled Offenders Economic Security Project (DOES) have been enacted to work with soon to be released inmates in an effort to transition them successfully into the community.

**CONTACT COordinators FOR MAJOR INITIATIVES**

**AMERICANS WITH DISABILITIES ACT (ADA)**
Primary Coordinator: Jacqueline McRae, Corrections Program Supervisor
(414) 267-6103

Backup Coordinator: Michelle Haese, Corrections Superintendent
(414) 267-6102

**LIMITED ENGLISH PROFICIENCY (LEP)**
Primary Coordinator: Jacqueline McRae, Corrections Program Supervisor
(414) 267-6103

Backup Coordinator: Michelle Haese, Corrections Superintendent
(414) 267-6102

**COMPAS – (Correctional Offender Management Profiling for Alternative Sanctions) - A risk and needs assessment system**
Primary Coordinator: Jacqueline McRae, Corrections Program Supervisor
(414) 267-6103

Backup Coordinator: Michelle Haese, Corrections Superintendent
(414) 267-6102

**PRISON RAPE ELIMINATION ACT (PREA)**
Primary Coordinator: Michelle Haese, Corrections Superintendent
(414) 267-6102

Backup Coordinator: Randy Miller, Security Supervisor 2
(414) 267-6104

**COLLABORATION EFFORTS**

**Community Advisory Board (CAB)**
MWCC is a member of the Milwaukee Secure Detention Facility (MSDF) Community Relations Board which meets quarterly.

**PROGRAMS**

**Earned Release Program (ERP) – SUD 4 & 3**
Earned Release Program staff provide gender-responsive programming to three ERP groups consisting of moderate and high risk offenders.
- 16 & 12 Week Programs
- Core Curriculum includes:
  - **Helping Women Recover** - Addresses substance abuse by integrating the four theories of women’s offending and treatment: pathways, addiction, trauma, and relational theories.
  - **Seeking Safety** - Treats the co-existing disorders of trauma, PTSD, and substance abuse; draws from the research on cognitive-behavioral treatment of substance abuse disorders, post-traumatic stress treatment, and education.
- **Moving On** - an evidence-based, cognitive-behavioral program developed exclusively for women at-risk for criminal justice involvement. The primary goal of this program is to provide women with opportunities to mobilize and enhance existing strengths and access personal and community resources.

- **Connections** - Helps women recognize shame as a universal experience and embrace authentic living as a foundation for shame resilience. Topics include: Defining shame, practicing empathy, exploring triggers and vulnerabilities, and creating, embracing and inspiring change.

- **Beyond Violence** - Beyond Violence focuses utilizes a multilevel approach and a variety of evidence based therapeutic strategies (i.e., psychoeducation, role playing, mindfulness activities, cognitive-behavioral restructuring, and grounding skills for trauma triggers). It is designed to assist women in understanding trauma, the multiple aspects of anger, and emotional regulation.

- **Ancillary programs - TBD**

**MWCC Primary Programs**

- **Moving On** – an evidence-based, cognitive-behavioral program developed exclusively for women at-risk for criminal justice involvement. The primary goal of this program is to provide women with opportunities to mobilize and enhance existing strengths and access personal and community resources.

- **CBI-EMP** - Cognitive Behavioral Interventions for Offenders Seeking Employment (CBI-EMP) is a 31-session curriculum designed for individuals who are moderate to high need in the area of employment. The curriculum integrates cognitive-behavioral interventions with more traditional employment approaches. The program teaches individuals how to identify and manage high risk situations related to obtaining and maintaining employment. Heavy emphasis is placed on skill building activities to assist with cognitive, social, emotional, and coping skill development for the work environment.

**Education Programming**

- CNC Program (TBD)
- College Correspondence Courses
- Culinary Arts (TBD)
- Voluntary Work Study – Marquette University Philosophy coursework

**Reentry Initiatives**

- **Opening Avenues to Reentry Success (OARS)** Community case managers work closely with the inmate, facility staff, and the agent to develop an individualized case plan and prepare for transition to the community. After release, The OARS program can provide participants assistance with obtaining and maintaining safe and affordable housing. Case managers work closely with community providers to develop access to quality psychiatric care and medications. The OARS team also works toward healthy and meaningful structured activities, including educational programs and employment.

- **Work Release Program:**
  Coordinated community job placement, apprenticeships, and community service work attempts to support female offenders by successfully reintegrating them into society by helping develop job skills, healthy work ethic and self-sufficiency skills.

- **Veterans Assistance** – Veteran Service Officers from the Milwaukee area meet with MWCC incarcerated veterans to provide resources and supportive services to assist with reentry and transitioning back into the community.
MWCC Voluntary Groups

- **Parenting** - seeks to improve the family bond, reduce recidivism, educate parents on parenting skills and make a difference in the children of inmates affected by the trauma of separation and crime.
- **Self-Management and Recovery Training (SMART)** - This voluntary program assists individuals to gain recovery skills for all types of addictive behaviors, including: alcoholism, substance abuse, gambling addiction, and addiction to other substances and activities. The SMART Recovery Program offers tools and techniques for each program point: building and maintaining motivation, coping with urges, managing thoughts, feelings and behaviors, and living a balanced life.
- **Alcoholics Anonymous** - This voluntary support group allows participants to share their experiences, strengths, and hope with one another so that they may better resolve their common problems and recover from alcoholism. AA is not allied with any sect, denomination, politics, organization, or institution. The primary purpose is to stay sober and help to achieve sobriety. Area community AA members volunteer their services to the Center's group.
- **Narcotics Anonymous** - Modeled after the AA 12-step program, this voluntary support program meets with participants with the common goal to maintain sobriety through a system of support and education.

MWCC Religious Services/Studies

Community volunteers provide a myriad of religious services and studies on a weekly basis for various religious affiliations that fall under the eight Umbrella Religious Groups (URGs).

**RESTORATIVE JUSTICE**

Community Services Projects:
FY18 has been another great year of opportunity for community service projects at MWCC. MWCC is constantly striving to find new and innovative ways for the women to give back to the Milwaukee community. During FY18, our inmates completed more than 1,500 hours of community service.

FY18 community service projects include:
- Crochet group – Donated various items (blankets, booties, sweaters, etc. for infants) to shelters and the Salvation Army.
- Victim Rights Week – Inmates participated in making posters that were displayed around the facility.
- Domestic Violence Week – General population inmates and ERP participants made ribbons to be worn by various groups/individuals during Domestic Violence week.
- Salvation Army –
  - Made bag lunches for “Feed the Kids” program
  - Prepared donated coats for families in need
  - Wrapped and prepared shipment for the “Prison Toy Program”
  - Filled backpacks for the “Backpack Program”
  - Sorted, prepare, and set up for the “Christmas Toy Program.”
  - Completed various paper art projects (cards, flowers, etc.) for kids and families that are moving into their own home from the Salvation Army Emergency Lodge.
- Hunger Task Force – planting seeds in the greenhouse, planting, watering and weeding in the fields, harvesting crops from the fields and orchards and trail building and maintenance.
- Club Kids of Milwaukee – various donations for children in the urban Milwaukee area.
• Working with the Milwaukee Department of Neighborhood Services and their anti-graffiti program. Our inmates work to paint over graffiti in many locations around the city.
• Chop Shop – working with a local church to cut and bag fresh vegetables for needy families.

ADDITIONAL PROGRAMING OFFERED AT MWCC

Earned Release Program (ERP)
• Anger Management
• CIBSA - Cognitive Behavioral Interventions for Substance Abuse
• Connections
• Epictetus
• Moving On
• Parenting
• Seeking Safety

Reentry Initiatives
• Pre-Release Curriculum:
  o Employment
  o Family Support
  o Health
  o Housing – not currently facilitated
  o Financial Literacy
  o Transitional Prep
  o Transportation
  o Wellness

• Work Release Program: To successfully reintegrate female offenders into society by helping them develop job skills, work ethics and self-sufficiency skills.

MWCC GP Groups
• Parenting - seeks to improve the family bond, reduce recidivism, educate parents on parenting skills and make a difference in the children of inmates affected by the trauma of separation and crime. Facilitated by representatives from the Parenting Network
• Employment Module- teaches job readiness skills and behaviors that are necessary to seek employment.

MWCC Religious Services/Studies
Services
• Baptist Service – Sundays 4th Wednesday 6pm- 7pm – 10:00 am for general population
• Catholic Mass – 1st & 4th Sunday of the month 6:30 – 7:30 pm
• Lutheran Service – 3rd Thursday of the month
• Methodist Service – 4th Saturday 6:00 – 7:00 pm
• Pentecostal Services – 2nd & 4th Sunday 9-10:00 am

Group Studies
• Non-religious group studies: open to general population
  o AA – Monday 6:30-7:30 pm send request slip to Social Services
  o NA – Friday 6:30-7:30 pm send request slip to Social Services

Education Programming
• CNC Program
• College Correspondence Courses
• Culinary Arts
ROBERT E. ELLSWORTH CORRECTIONAL CENTER

21425-A Spring Street
Union Grove, WI 53182-9408
(262) 878-6000
Superintendent Michelle Hoffman

INTERESTING FACTS

Opened in: 1989
Number of Acres: 40 acres
Center Security Level: Minimum & Minimum-Community Custody
Bed Capacity: 376
Current Population: 490 (as of 6/29/18) please update
Total Staff: 107 please update

ACCOMPLISHMENTS

Buildings & Grounds
- EMR – Install electrical & network cabling, Wireless Access Points - December 2017
- Food Service – Replace 3 Evaporator Coils Blast Chiller Project – June 2018
- Building Fire System reprogramming locations project – June 2018
- Food Service Locking Dock replace sliding gate and concrete apron – June 2018
- Unit D Replace Emergency Generator/Transformer underground conducts & wiring project – Final review phase
- Completed 1,898 work orders:
  o Facilities Repairs – 1,181
  o Mechanical/HVAC – 184
  o Plumbing – 310
  o Electrical/Electronic – 223

Education
- Averaged 68 GED/HSED students per month, with three GED/HSED teachers.
- 19 GED students received their General Education Diplomas.
- 3 HSED students received their High School Equivalency Diplomas.
- GED Tests taken:
  o 175 GED tests were passed.
  o 23 GED tests were retakes.
  o 132 GED practice tests given.
  o 35 Passed Civics tests.
• Special Education/Title 1 participants:
  o Title 1 Students: 5
  o SPED Students: 1

Vocational Program
• Averaged 26 vocational students per month with one vocational instructor.
• 691 vocational credits earned.
• 26 vocational graduates.

Movin’ On Program
• Three teams each consisting of a teacher and a social worker.
• Total of 92 participants, including GP and ATR offenders.

Parenting
• Parenting is taught by one teacher.
• Total of 23 participants with 16 completing the program.

Computer Numerical Control Program
• CNC Machining is a process used in the manufacturing sector that involves the use of computers to control machine tools. Tools that can be controlled in this manner include lathes, mills, routers and grinders.
• This fiscal year saw the implementation of the CNC program
  o Partnership between Department of Corrections and Gateway Technical College.
  o The group of offenders would attend classes at GTC Monday through Friday.
  o Successful completion of this 22 week, 16 credit certificate program provides offenders with the opportunity to obtain an entry-level CNC position at an average of $12.50/hr.
  o Some graduated did obtain a work release position with the community while others moved on to complete A & E program requirements before release.

Second Chance Pell Grant Program
• REECC participated as one of the four pilot sites for the Second Chance Pell Grant Program.
• Partnership between Department of Corrections and Milwaukee Area Technical College.
• Started in fall of 2017 Semester with 8 participants.
  o Participants completed 96 credits.
• Program continued into the following semester with 12 participants.
  o Participants completed 128 credits.
Employee Services Program (ESP)
The ESP Committee involves various security and non-security staff to sponsor events for all staff to participate throughout the year. Several events have been sponsored:
- Center wide participation in food drive/turkey drive for local food pantry.
- Assisted with the Staff Holiday Potluck.
- Assisted with Correctional Employee Week potluck and treats.
- Sponsored a shoe and blanket drive for a local women’s shelter.

Food Service
- Served 549,062 meals in FY18 at an average cost of $.79 per meal.
- Garden program produced 5674 lbs. of various produce.
- 271 mini pumpkins grown and distributed to kids on their visit.

Health Services Unit (HSU)
- Completed over 7298 on-site healthcare appointments and sick calls (MD, NP, or RN).
- Responded to and provided urgent and emergent care on 24 occasions.
- Physicians and Nurse Practitioners performed 3 transfer physical exams.
- Processed 747 labs.
- Arranged and completed over 489 offsite specialty clinic visits.
- Provided 86 onsite digital mammograms.
- Dentist performed 361 dental exams and 560 treated.
- Dental hygienist completed over 282 hygiene procedures.

Inmate Complaints
- Complaints submitted: 294
- Complaints rejected: 2

Security
- Provided training to all staff on Principles of Subject Control (POSC), CPR/AED, and Suicide Prevention.
- December 2017, go live date for EMR. All security staff trained.
- December 2017, canine search
- Provided Naloxone training to all Center Sergeants and Supervisors.
- Added a golf cart and bicycles to enhance perimeter rounds.
- May 2018, Supervisors attended Use of Force training.
- Attended training on PREA, Security Threat Groups and Incident Command System
- Added a POSC trainer.
- Reinforced D unit perimeter security.
- Removed a gate and reinforced main building perimeter.
- April 2018, conducted a lock down and shakedown of the center.
- Conducted several volunteer orientation training sessions.
- Conduct Reports Totals: Major-176; Minor-1068
CONTACT COORDINATORS FOR MAJOR INITIATIVES

AMERICANS WITH DISABILITIES ACT (ADA)
Primary Coordinator: Alan Deschler, Security Supervisor 2
(262) 878-6013

Backup Coordinator: Jacqueline McRae, Corrections Program Supervisor
(262) 878-6011

LIMITED ENGLISH PROFICIENCY (LEP)
Primary Coordinator: Jacqueline McRae, Corrections Program Supervisor
(262) 878-6011

COMPAS – (Correctional Offender Management Profiling for Alternative Sanctions) - A risk and needs assessment system
Primary Coordinator: Jacqueline McRae, Corrections Program Supervisor

PRISON RAPE ELIMINATION ACT (PREA)
Primary Coordinator: Vacant

COLLABORATION EFFORTS

Community Relations Board
The Racine Area Community Relations Board (RACRB) meetings are held bi-annually. This meeting combined Department of Corrections facilities in the Racine and Kenosha Counties that include Racine Correctional Institution (RCI), Racine Youthful Offender Correctional Facility (RYOCF), Robert E. Ellsworth Correctional Center (REECC) and Kenosha Correctional Center (KCC). The purpose of RACRB meetings is to enhance positive communication, public education and advocacy for issues relevant to the operations of institutions/centers.

PROGRAMS

Earned Release Program (ERP)
The ERP was revised from a six month intensive treatment program to five month moderate/high program in April 2015. REECC also added a four month low risk ERP program to accommodate inmates who score low risk on the COMPAS Assessment. The ERP program uses the evidence based programing Cognitive Based Intervention Substance Abuse (CBISA).

PROGRAM PARTICIPATION AND COMPLETIONS

<table>
<thead>
<tr>
<th>Program</th>
<th>Number or Participants</th>
<th>Number of Program Completions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anger Management</td>
<td>70</td>
<td>63</td>
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<tr>
<td>CGIP T4C (GP)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Moving On</td>
<td>103</td>
<td>65</td>
</tr>
<tr>
<td>Parenting (GP)</td>
<td>46</td>
<td>32</td>
</tr>
<tr>
<td>Violence in Relationships</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>Earned Release Program (ERP)</td>
<td>272</td>
<td>233</td>
</tr>
<tr>
<td>ATR Program “A Look Inside”</td>
<td>36</td>
<td>35</td>
</tr>
</tbody>
</table>
Work Release Program
Inmates who attain the minimum community custody security level are eligible for work release. The purpose of the work release program is to reintegrate inmates back into the community while teaching them job skills, work ethics and supplying them with the financial support they will need to succeed. The Center also provided inmate work crews averaging about six inmates for Racine Youthful Offender Correctional Facility (RYOCF) and four inmates for Lakeland Animal Shelter facilities.

RESTORATIVE JUSTICE

Community Service
Helping Hands Community Service program provides inmates with the opportunity to give back to the community. Helping Hands has donated baby receiving blankets, pencil bags, teddy bears and quilts to various organizations for their parenting and children programs. This fiscal year Helping Hands was asked to donate quilts to Racine County’s Sexual Assault Services program. Victims of sexual assault are given a quilt made in our community service program. The SAS coordinators have shared messages of appreciation from these victims with our program. Helping Hands continues to support other organizations such as Stop Child Abuse and Neglect of Racine, Hope Network of Menominee Falls, Homeless Assistance Leadership Organization of Racine, and Women’s Resource Center of Union Grove. Other non-profit organizations such as Women’s Resource Center, Wisconsin Correctional Association, Correctional Education Association, Partner’s in Giving and Special Olympics received quilts for their fund raisers.

Our partnership with the Union Grove American Legion Auxiliary has also continued. The Auxiliary provides coupons that inmates cut and sort. These coupons are then returned to the Auxiliary who send them around the Globe for use by service members at their on-base military store. During FY18, offender participation has total 612 hours for this community service program.

VOLUNTEERS

Alcoholics Anonymous
Alpha Group
Catholic Archdiocese of Milwaukee
Christian Faith Fellowship
Gamblers Anonymous

Heart of Worship
Jehovah’s Witnesses
Joy Ministries
Narcotics Anonymous
Project Return
ADDITIONAL PROGRAMMING OFFERED AT REECC

Alcohol and Other Drug Treatment
- AODA Residential (16 week, 400 hour) inmates completing this program are given the completion status for the A&E needs of AODA, and Anger Management. Additional components include but not limited to: Healthy Relationships, Assertiveness Skills, Self-Esteem, Relapse Prevention, and Stress Management
- Relapse Prevention – emphasizes transitioning into community support programs; 12 week cycle.

Earned Release Program (ERP)
16 weeks for low risk offenders and 20 weeks for med/high risk offenders
- Anger Management
- CIBSA - Cognitive Behavioral Interventions for Substance Abuse
- Moving On
- Parenting
- Seeking Safety
- Moving On

Reentry Initiatives
- Pre-Release Curriculum:
  - Education
  - Employment
  - Family Support
  - Financial Literacy
  - Health
  - Housing – not currently facilitated
  - Personal Development
  - Transportation
  - Wellness
- ATR: Multi-faceted treatment for probation/parole violators, alternative to revocation
- Work Release Program: To successfully reintegrate female offenders into society by helping them develop job skills, work ethics and self-sufficiency skills.

REECC GP Groups
- Anger Management – deals with causes of anger and how to appropriately handle emotions
- Grief Support Group – to increase knowledge on grief and loss process – closed
- Parenting - seeks to improve the family bond, reduce recidivism, educate parents on parenting skills and make a difference in the children of inmates affected by the trauma of separation and crime.
- Moving On - a program for At-Risk Women provides females with alternatives to criminal activity by helping them identify and mobilize personal and community resources.
- Violence in Relationships - a seven week program that identifies a variety of types of violence and teaches women empowerment and skills to avoid abusive relationships in the future.
- Trauma Groups - group is designed to help women understand what happened to them, to learn more about trauma and abuse and how it has impacted them today. Females are taught coping mechanisms to deal with the impact of their trauma on their behavior such as being grounded, identifying feelings, making good decisions that are not self-destructive, creating safe places, and seeing the addiction and trauma connection.

RHU Groups
School packets are distributed to RHU inmates.

REECC Religious Services/Studies
Services
- Catholic Mass – Saturday 8:00 am -10:00 am
- Eastern Religious Service: Buddhist – Weekly, Thursday 12:30-2:30 pm
- Lutheran Service – Bi-monthly, to be determined and announced
- Native American Services: Smudging – Monthly, to be determined and announced
- Protestant Service – Sundays 8:00 am – 10:00 am for general population.
Education Programming

- Citizenship
- College Correspondence Courses
- Employability
- Health
- Inter/GED Language Arts
- Inter/GED/5.09 Language Arts
- Inter/GED/5.09 Math
- Inter/GED/5.09 Social Studies
- Intermediate Language Arts
- Tutor Lab for Basic Level students

Vocational

- Computer Software Applications Program – College Course that leads to a Certificate
- Pell Grant Pilot - MATC programs and courses will be offered at REECC for inmates in Federal and State penal institutions for inmates who are five years or less to release. The courses will be taken via Blackboard. These courses lead to terminal Certificates, Technical Diplomas and Degrees which all lead to jobs.
### ACRONYMS

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA</td>
<td>Alcoholics Anonymous</td>
</tr>
<tr>
<td>A&amp;E</td>
<td>Assessment and Evaluation</td>
</tr>
<tr>
<td>ABE</td>
<td>Adult Basic Education</td>
</tr>
<tr>
<td>ADA</td>
<td>Americans with Disabilities Act</td>
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<tr>
<td>AED</td>
<td>Automated External Defibrillator</td>
</tr>
<tr>
<td>AODA</td>
<td>Alcohol and Other Drug Addiction</td>
</tr>
<tr>
<td>APA</td>
<td>American Psychological Associate</td>
</tr>
<tr>
<td>ATR</td>
<td>Alternative to Revocation</td>
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<tr>
<td>BHS</td>
<td>Bureau of Health Services</td>
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<tr>
<td>BOCM</td>
<td>Bureau of Offender Classification and Movement</td>
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<tr>
<td>BSI</td>
<td>Badger State Industries</td>
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<tr>
<td>BTM</td>
<td>Bureau of Technology Management</td>
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<tr>
<td>CAB</td>
<td>Community Advisory Board</td>
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<tr>
<td>CBISA</td>
<td>Cognitive Based Intervention Substance Abuse</td>
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<tr>
<td>CCHP</td>
<td>Certified Correction Health Professions</td>
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<tr>
<td>CNC</td>
<td>Computer Numerical Control</td>
</tr>
<tr>
<td>COMPAS</td>
<td>Correctional Offender Management Profiling for Alternative Sanctions</td>
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<tr>
<td>CPR</td>
<td>Cardiopulmonary Resuscitation</td>
</tr>
<tr>
<td>CQI</td>
<td>Continuous Quality Improvement</td>
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<tr>
<td>DBT</td>
<td>Dialectical Behavioral Therapy</td>
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<td>DCC</td>
<td>Department of Community Corrections</td>
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<tr>
<td>DHS</td>
<td>Department of Health Services</td>
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<tr>
<td>DNA</td>
<td>Deoxyribonucleic Acid</td>
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<tr>
<td>DOES</td>
<td>Disabled Offenders Economic Security</td>
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<td>DOC</td>
<td>Department of Corrections</td>
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<tr>
<td>EMR</td>
<td>Electronic Medical Record</td>
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<td>ERP</td>
<td>Earned Release Program</td>
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<tr>
<td>ESL</td>
<td>English as a Second Language</td>
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<tr>
<td>ESP</td>
<td>Employee Services Program</td>
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<tr>
<td>ESV</td>
<td>Extended Supervision Violator</td>
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<tr>
<td>FY</td>
<td>Fiscal Year</td>
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<tr>
<td>GED</td>
<td>General Equivalency Diploma</td>
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<tr>
<td>GP</td>
<td>General Population</td>
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<tr>
<td>GTC</td>
<td>Gateway Technical College</td>
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<tr>
<td>HSED</td>
<td>High School Equivalency Degree</td>
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<tr>
<td>HSU</td>
<td>Health Services Unit</td>
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<tr>
<td>ICE</td>
<td>Inmate Complaint Examiner</td>
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<tr>
<td>ICRS</td>
<td>Inmate Complaint Review System</td>
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<tr>
<td>KCC</td>
<td>Kenosha Correctional Center</td>
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<tr>
<td>LEP</td>
<td>Limited English Proficiency</td>
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<tr>
<td>LTE</td>
<td>Limited Term Employee</td>
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<tr>
<td>MATC</td>
<td>Milwaukee Area Technical College</td>
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<tr>
<td>MD</td>
<td>Medical Doctor</td>
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<tr>
<td>MDA</td>
<td>Muscular Dystrophy Association</td>
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<td>MPTC</td>
<td>Moraine Park Technical College</td>
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<td>MRV</td>
<td>Mandatory Release Violator</td>
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<tr>
<td>MSDF</td>
<td>Milwaukee Secure Detention Facility</td>
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<td>MSMU</td>
<td>Monarch Special Management Unit</td>
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<td>MWCC</td>
<td>Milwaukee Women’s Correctional Center</td>
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<tr>
<td>NA</td>
<td>Narcotics Anonymous</td>
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<tr>
<td>NCCHC</td>
<td>The National Commission on Correctional Health Care</td>
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<tr>
<td>NEW</td>
<td>New Admission (New Prison Sentence)</td>
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<tr>
<td>NP</td>
<td>Nurse Practitioner</td>
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<tr>
<td>NVR</td>
<td>Network Video Recorder</td>
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<tr>
<td>OARS</td>
<td>Opening Avenues Reentry Success</td>
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<tr>
<td>OC</td>
<td></td>
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<tr>
<td>POSC</td>
<td>Principles of Subject Control</td>
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<tr>
<td>PREA</td>
<td>Prison Rape Elimination Act</td>
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<tr>
<td>PSU</td>
<td>Psychological Services Unit</td>
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<tr>
<td>PTSD</td>
<td>Post Traumatic Stress Disorder</td>
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<td>PV</td>
<td>Parole Violator</td>
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<td>RACRB</td>
<td>The Racine Area Community Relations Board</td>
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<tr>
<td>RCI</td>
<td>Racine Correctional Institution</td>
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<tr>
<td>REECC</td>
<td>Robert E. Ellsworth Correctional Center</td>
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<td>RHU</td>
<td>Restricted Housing Unit</td>
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<tr>
<td>RN</td>
<td>Nurse Clinician</td>
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<tr>
<td>RYOCF</td>
<td>Racine Youth Offender Correctional Facility</td>
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<tr>
<td>SMART</td>
<td>Self Management Recovery Training</td>
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<tr>
<td>SPED</td>
<td>Special Education</td>
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<td>STEP</td>
<td>Survivor Therapy Empowerment Program</td>
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<tr>
<td>SUD</td>
<td>Substance Use Disorder</td>
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<tr>
<td>TBD</td>
<td>To Be Determined</td>
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<td>TCI</td>
<td>Taycheedah Correctional Institution</td>
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<tr>
<td>TIC</td>
<td>Trauma Informed Care</td>
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<td>TREM</td>
<td>Trauma Recovery and Empowerment</td>
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<td>Treatment</td>
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<td>VOP</td>
<td>Violation of Probation</td>
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<td>VWS</td>
<td>Victim Witness Surcharge</td>
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<td>WCI</td>
<td>Waupun Correctional Institution</td>
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<td>WICS</td>
<td>Wisconsin Integrated Corrections System</td>
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<td>WWCS</td>
<td>Wisconsin Women’s Correctional System</td>
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<td>WWRC</td>
<td>Wisconsin Women’s Resource Center</td>
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