



Columbia Correctional Institution Portage, WI

ANNUAL REPORT Fiscal Year 2023

(July 1, 2022 – June 30, 2023)

Date Opened:

May 1986

Security Level:

Maximum

Inmate to Staff Ratio:

1.7 to 1

Operating Capacity:

541

Current Population (June 2023):

408

Number of Acres:

110

Number of Uniformed Staff:

163

Number of Non-Uniformed Staff:

75

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MESSAGE FROM THE WARDEN

As fiscal year 2023 ends, it is time to reflect on the many accomplishments and challenges that were recognized and presented to Columbia Correctional Institution throughout this past year.

This past year we continued to face high rates of staff vacancies across the disciplines. Staffing issues plagued many departments, most notably correctional officers, food service, and social workers. We continued with intensive recruitment efforts which included participating in department-wide initiatives, attending local job fairs, county fairs and other large social gatherings. Throughout this period of staff shortages, CCI staff continue to rise to the daily challenge of meeting the department and institution's mission and goals by remaining dedicated, working together, and displaying positive attitudes. Staff from across the disciplines continued to join in to assist the other departments in filling vacant shifts where and as needed as well as getting assistance from other Institutions. Our population has increased to 420 with the reopening of HU8, as a short-term medium unit with one tier of max security PIOC. In order to continue to meet staffing needs we still have three unit's shutdowns. While the remaining units: HU1, HU2 and HU9 are shutdown we are in the process of renovations.

In January 2023 we expanded the 12-hour schedule to our RH2 Officers, and July 2023 we expanded the 12 hour shifts to our housing unit officer positions.

We were glad to finally see the end nearing for COVID-19, but not before we had one last blast of COVID-19 affect HU8.

Fiscal year 2024 will be a year faced with new challenges. The make-up of our team has changed a bit, but our mission to consistently achieve excellence has not. I look forward to welcoming the many new faces and talents to an already capable team. Together we will continue to grow as a staff while maintaining our responsibilities to the people of Wisconsin.

Larry Fuchs
Warden

INSTITUTION MISSION STATEMENT & GOALS

The mission of CCI is to protect the public by detaining adult male felons committed by state courts to the DOC and readying these men for custody reduction and eventual reintegration into society. Protection of the public is both an immediate and long-range focus, as virtually all inmates will eventually be released. Through a philosophy of strict and constructive treatment, both perspectives are met.

In pursuit of this mission, CCI shall:

- Provide a safe, secure, and humane environment for those individuals committed to our custody
- Ensure that the basic needs of each individual committed to our custody are met
- Treat all individuals under custody and supervision with respect and dignity
- Uphold each individual's rights under the laws of the United States and the State of Wisconsin
- Hold accountable all individuals under our custody and supervision to the rules governing their behavior
- Afford meaningful opportunities for positive change to individuals under our custody and supervision through programs and services of treatment, education, and employment training
- Provide assistance to individuals under our supervision to enhance their successful reintegration within the community
- Treat all staff and members of the public with respect, courtesy, and professionalism
- Endeavor to maintain a staff that is culturally and racially diverse and which is representative of the citizens of this state
- Inform the public, governing bodies, and other governmental agencies about the Wisconsin correctional system and issues pertaining to corrections
- Respond to public and governmental requests for information with honesty and accuracy
- Constantly strive to increase our knowledge about crime and criminal behavior in order to be more effective in accomplishing our mission

In furtherance of this mission, CCI is committed to a correctional system that reflects the progressive ideals rooted in Wisconsin's heritage.

HISTORY & DEVELOPMENT

CCI is an adult, male, maximum-security prison located in Columbia County, Wisconsin, on a 110-acre parcel of land at the junction of U.S. Interstate Highway 39 and Wisconsin Highway 127, three miles northwest of downtown Portage and six miles north of U.S. Interstate 90-94. It was built at an initial cost of \$38,600,000 and was the first maximum-security facility to be planned, constructed, and operated in and by the State of Wisconsin in 91 years.

CCI is arranged in a series of living complexes, containing ten separate units, which are set about a secure, open courtyard. In September 1997, an additional barracks-style temporary living unit was built and opened to house 150 inmates. The entire institution, within the inner fence perimeter, covers over 27 acres, while almost 297,000 square feet are contained within its various building structures. The prison is flanked by five guard towers and surrounded by a double fence with electronic capability.

CCI was originally slated to accommodate 450 offenders in single cells because of the mixture of inmate types ranging from the vulnerable to the violent and from the handicapped to the severely mentally ill. The original capacity of the prison was achieved within months of its opening, and its number remained stable for the first several years of its operation. Overcrowding throughout the DOC, however, precluded CCI from remaining at original capacity. By the end of 1998, the institution's population was nearing 800 inmates. Many single cells were converted to double cells, though the most violent and dangerous individuals continue to be assigned to individual living spaces. The 150-bed barracks added to the significant population growth.

NATIONAL CORECTIONAL EMPLOYEE RECOGNITION WEEK

During National Correctional Employee Recognition Week, we recognized the experience and dedication of employees with 5, 10, 15, 20, 25, 30, and 35 years of service.

EMPLOYEE MANAGEMENT COMMUNICATION & COLLABORATION COMMITTEE

This committee meets monthly to actively engage employees at all levels of the organization by facilitating ongoing communication with staff to support the goal of two-way communication with employees, utilizing the knowledge and expertise of staff to problem-solve and plan.

STAFFING REPORT

Columbia Correctional Institution Position Allocations

1	Buildings Grounds Superintendent	1	HVAC/Refrigeration Specialist (Advanced)
1	Building & Grounds Supervisor	2	Institution Complaint Examiner
1.5	Chaplain	1	Inventory Control Coordinator
1	Correctional Management Services Director	1	Librarian
170	Correctional Officer	4	Licensed Practical Nurse 60%
20	Correctional Officer 60%	1	Medical Assistant 60%
52	Correctional Sergeant	1	Medical Program Assistant Associate
6	Corrections Food Service Leader 2	9	Nurse Clinician 2
1	Corrections Food Service Leader 3	1	Nurse Clinician 4
5	Corrections Program Supervisor	2	Nursing Supervisor
1	Corrections Security Director	1	Offender Records Assistant
1	Corrections Sentencing Associate - Senior	1	Offender Records Supervisor
4	Corrections Unit Supervisor	3.5	Office Operations Associate
1	Deputy Warden	1	Plumber
1	Education Director	1	Program Assistant –Adv.– Confidential
1	Electrician	8.5	Psychological Associate /Psychologist-Licensed
1	Electronic Technician Security - Senior	1	Psychologist Supervisor
3	Facilities Maintenance Specialist - Advanced	2	Recreation Leader-Senior
1.5	Facilities Repair Worker – Advanced	3	Secretary Confidential
1	Financial Program Supervisor	5	Social Worker (Corrections)
2	Financial Specialist	9	Supervising Officer 1
1	Financial Specialist – Advanced	7	Supervising Officer 2
1	Financial Specialist – Senior	10	Teacher
1	Food Service Administrator	4	Treatment Specialist 1
1	Food Service Manager	1	Warden

Total Positions = 361

Retirements			
Name	Title	Years of Service	Retirement Date
Mark Teslik	Chaplain	20	10/03/2022
Pamela Schmidt	Teacher	15	01/07/2023
Michael Fink	Corrections Program Supervisor	8	04/14/2023
Bruce Nelson	Facilities Repair Worker – Adv	4	06/01/2023

COMMUNITY RELATIONS BOARD

CCI continues to maintain its partnership with the community through its Community Relations Board. This board functions as a positive link between the institution and the Columbia County community. This board meets annually in the spring and as needed throughout the year. Areas of mutual interest and concern include, but are not limited to, the following:

- Public awareness and education about the operation and mission of the institution, including information regarding offender program activities
- The impact of the institution on the community
- The institution’s involvement in community affairs
- Table-top discussions and training exercises for “what-if” scenarios
- Variety of other law enforcement and community-related issues

2023 Community Relations Board Members	
Warden Federal Correctional Institution Oxford	Mayor City of Portage
Fire Chief Portage Fire Department	Police Chief Portage Police Department
Administration Divine Savior Hospital	Director Columbia County Emergency Management Services
Sheriff’s Department Columbia County	District 8 Alderman City of Portage
Victim-Witness Coordinator Columbia County	Campus Manager Madison Area Tech College – Portage Campus
District Attorney Columbia County	Circuit Court Judges Columbia County
Administrator City of Portage	Probation & Parole Supervisor Portage

OPERATING COSTS

\$28,983,122.83

Year Ending 06/30/2023

(Fiscal Year 2023)

Permanent Salary	\$18,694,168.17	Food	\$649,835.79
LTE Salary	\$271,189.28	Variable Non-Food	\$157,594.69
Fringe Benefits	\$7,882,040.04	Fuel and Utilities	\$404,938.11
Supplies and Services	\$946,765.74	Maintenance	\$134,291.94
Capital	\$51,110.87	TOTAL	\$29,191,934.63

Payments Made by Inmates for Obligations and Restitution

FY2023

VWS/DNA	\$16,850.32
Court Ordered Restitution	\$69,882.99
Child Support	\$27,797.72
Institution Restitution	\$8,245.62
Medical Copy	\$5,733.45
Total	\$128,510.10

RECORDS

Inmate Movement Out of CCI FY2023	
Transfers Out	175
Releases: Includes Mandatory/Extended Supervision, Max Discharge, and Court Ordered Release	74
Deaths	2
Total	504

Monthly Transfers Into CCI FY2023												
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
6	6	6	21	15	14	16	19	18	84	24	33	193

Average Monthly Population											
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
321	312	308	306	314	314	316	322	327	397	402	408

Population Breakdown by Race					
American Indian / Alaskan	13	4.1%	Hispanic	26	1.2%
Asian or Pacific	3	1.0%	White	124	39.5%
Black	174	55.4%	Unknown	0	0.0%

INMATE COMPLAINTS

FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
1707	1948	2243	1617	1593	1309	1121	815

INMATE DISCIPLINE

YEAR	MAJOR CONDUCT	MINOR CONDUCT	TOTAL APPEALS
2015-16	1543	715	167
2016-17	1889	1492	269
2017-18	1958	1425	219
2018-19	2079	1319	199
2019-20	2101	2803	392
2020-21	1886	3027	324
2021-22	2046	1725	290
2022-23	1678	838	262

RECLASSIFICATION

The Bureau of Offender Classification and Movement (BOCM) protects the public, staff, and PIOC's through the classification of persons in our care (PIOC) by establishing custody, placement, and program needs in order to safely afford PIOC's the opportunity to address their criminogenic needs for successful re-entry into the community and reduce their risk of re-offending. PIOC's complete the Initial Classification process at Dodge Correctional Institution (DCI), which provides them with an initial custody level, institution placement, and program assignment(s) as needed based upon their risk and needs assessment (COMPAS) upon entry into the Division of Adult Institutions (DAI). Reclassification staff review PIOC's' progress while incarcerated, as well as provide recommendations and make decisions regarding movement through DAI. Reclassification hearings are conducted annually (or more often as needed) and assess the PIOC's' risk relative to assaultive behaviors, escape, and security of the institution, among other risk factors. Recommendations and decisions are made by the Reclassification Committee, which is comprised of the Offender Classification Specialist (OCS), the Education Director, and the Administrative Captain, or their alternates as needed. Reclassification is staffed by two full-time positions, an OCS and an Operations Program Associate (OPA), who are employees of BOCM.

Reclassification Office Statistics for FY2021:

- 343 reclassification hearings conducted
- 114 early reclassification hearing requests processed

VISITING

During FY2023, visiting was offered every day of the week except Thursdays and Sundays. We offer up to eleven hours of visiting time per week, with afternoon and evening hours Monday/Tuesday/Friday and morning and afternoon hours on weekends and holidays. Visiting staff also supervise pastoral visits and other small bible studies. Approximately 11,000 friends and family members visit inmates at CCI each year.

During FY2023, over 9000 combined video and in-person visits were conducted.

HOUSING UNIT MANAGEMENT

General population, maximum-security inmates are housed in four separate complexes, each made up of two units. The barracks-style housing unit provides temporary housing for up to 150 minimum and medium security inmates. There are also two restrictive housing units, which though separated by geography, comprise a single complex for restricted-status inmates. A 13-cell R&O unit houses incoming general population inmates. The individual units are self-contained. The lives of the inmates revolve around the activities of the unit, as it is where they sleep, eat, and pursue program activities. Activities outside these living areas are also managed by unit groupings, a procedure that allows for more effective control of population and reduces the potential for disruption.

Each decentralized complex is administered by a Corrections Program Supervisor, who is assisted by a team composed of security staff, a social worker, a psychologist, and in certain cases, one or more teachers or work area supervisors. Each complex also has liaison contacts with HSU and designated members of the security supervisor ranks. These parties form a multi-disciplinary team, which is able to develop a more thorough and long-term knowledge of the character, abilities, needs, strengths, and deficiencies of each of the inmates in their respective units. This non-departmental approach to inmate management allows for a systematic, individual, and positive approach to inmates and enhances the institution's capability to ensure public safety with respect to confinement and rehabilitation.

SPECIAL MANAGEMENT UNIT

The goal of CCI's SMU complex is to provide activity-based programming and enhanced mental health monitoring within a separate housing facility committed to the needs of the seriously mentally ill inmate population at CCI. The most prominent diagnoses on both units are psychotic spectrum disorders and/or inmates with cognitive impairment such that concerns of vulnerability are foregrounded. The SMU houses a large number of the institution's offenders who are court-ordered for psychotropic medication as well as seriously mentally ill offenders in restrictive housing, administrative confinement, and/or protective custody status. In addition, one of the housing units also has a tier that houses inmates with physical disabilities that require an elevator and/or handicap accessible cell.

Arts & Crafts Program

This program is provided by unit staff and assists inmates with developing pro-social skills along with mental and motor skills. This program provides opportunities for activity, creativity, dexterity, and out-of-cell time which helps build social skills and is beneficial to their mental health. The group participants work on independent art/craft projects, music, current events discussions, writing skills, and relaxation. As part of this group, the SMU inmates have contributed to the community as well. Numerous handmade tie-blankets were made by the SMU inmates and donated to River Haven Shelter in town.

Dogs on Call Program

The Dogs on Call program is an educational, social, and motivational activity that is offered to SMU offenders. Once per month, community volunteers and their trained therapy dogs come to CCI to visit with offenders. This program is goal-driven and tailored to the needs of each offender. Incorporating animals into treatment is an empirically supported approach that has been beneficial with individuals with serious mental illness. The presence of an animal can be viewed as a less threatening environment, which often increases the establishment of rapport and socialization among reclusive and mentally ill offenders.

Rocking Chairs

Our SMU units have rocking chairs for use by the offenders on the units. The motion of rocking is an empirically supported coping skill. Offenders on the unit have access to the rocking chairs as a method of relaxation and distraction when experiencing increased mental health symptoms.

Gardening

The special management units have two raised gardens built in front of the complex as well as one raised garden behind the complex. The garden beds in front of the complex are primarily used for growing flowers and the one behind the complex is used for growing vegetables. The gardens allow some of our inmates to take part in the process of growing plants and vegetables for unit use and the general enjoyment of gardening. Inmates involved have planted, picked, and maintained the flowers, zucchini, cucumbers, peppers, tomatoes, onions and various herbs. Inmates are able to have some ownership over starting a project and seeing/receiving the benefits of the finished product. The vegetables and herbs grown have been able to be shared with the institutions main kitchen allowing all inmates to receive the benefits of getting fresh produce.

Out of Cell Time for Restricted Inmates

Inmates currently in restricted status can request out of cell time for leisure activities including therapeutic listening and TV time. These activities are granted by request as a behavior incentive and may be part of their behavior management plans written by PSU staff. This time may include speaking to the psychologist, social worker, unit officer, or coming out of the cell to color, draw, or play a board game with a unit staff member.

Wheelchair Accessible Tier

One of the tiers of the special management units is specially designed for inmates with complex medical needs and/or in need of an elevator lift to move about the unit and facility. This is the only tier in the institution that offers elevator lift accessibility. All cells on this tier are wheelchair accessible as well.

RESTRICTIVE HOUSING UNITS

Restrictive Housing Units program goal is to decrease continuous problematic behavior (such as self-injury, flooding, holding the trap, etc.) that often results in further disciplinary action and subsequent extension in restricted housing, prepare inmates for successful re-entry to the community and/or general population, reduce feelings of distress and agitation often associated with placement in restricted housing, and reduce feelings of boredom which often impedes the ability to cope with isolation and lack of stimulation associated with placement in restricted housing. Restrictive housing also provides opportunities for support and encouragement for pro-social interactions and discussions amongst inmates and peer mentors with diverse backgrounds and cultures.

Beginning Anger Control

Inmates gain a basic understanding of anger which they can use productively as they move forward from disciplinary separation. This is a stepping stone to the material used for the Anger Control program utilized in general population. Inmates begin to learn the ins and outs of their anger through evidence based skills. They learn to recognize personal, internal, and external triggers along with options on what to do with that information. They learn to recognize how anger affects each individual personally, their relationships, and others. Inmates are able to learn skills to cope with their anger appropriately building on techniques they already know and gaining new ideas they can put into practice to maintain in general population after they leave restrictive housing.

Carey Guide Group

Facilitators take a targeted problem area; for example antisocial thinking, and engage residents housed in restrictive housing in a process of recognizing, understanding, and assessing their thinking patterns, beliefs, feelings, and values. Staff help them understand and recognize the connection between these thoughts and their actions using peer discussions and evidence based tools.

Coping Skills

This group is facilitated by clinical staff and peer mentors. It teaches coping skills focused on managing boredom; anger and stress regulation skill building using positive psychology skills; social skills focused on active listening, asking for help, dealing with accusations, setting goals, and rational decision-making. One of the goals is to decrease continuous problematic behavior (such as self-injury, flooding, holding the trap, etc.) that often results in further disciplinary action and subsequent extension in restricted housing. Another goal is to increase positive emotion such as well-being, contentment, gratitude, meaning and purpose, humor/laughter and resilience. This group helps prepare inmates for successful re-entry to the community and/or general population. Reduce feelings of distress and agitation often associated with placement in restricted housing. Reduce feelings of boredom which often impedes the ability to cope with isolation and lack of stimulation associated with placement in restricted housing. Provide an opportunity for inmates to practice positive psychology skills through group discussion and role-play assignments. Provide opportunities for support and encouragement for pro-social interactions and discussions amongst inmates and peer mentors with diverse backgrounds and cultures.

Life Skills

This group covers mindfulness, conflict resolution skills, and spiritual path discussions. Mindfulness meditation teaches residents about getting to know yourself, your thoughts, feelings and intentions. It is a great coping mechanism that helps residents put space between thoughts and reactions. This area teaches them that they do not need to move ahead with the first thing that comes across their mind and how to take time and process thoughts, feelings, and emotions in order to then act in a healthy positive manner. Conflict resolution skills are skills that each inmate housed within the Wisconsin DOC need while being housed in a prison environment. The skills taught help inmates from hitting a wall of frustration which leads to continued angry and violent behavior. Inmates learn how to talk about their problems, issues, feelings and emotions in a healthy way. Spiritual Path is a program for restrictive housing inmates who are cut off from most institution religious practices due to their inability to attend congregational programming. Most inmates already have a personal practice or want to learn more about a particular practice. This gives them the opportunity to practice and learn more about different spiritual paths and gives them something to work towards as they transition out of restrictive housing.

EDUCATION DEPARTMENT

Program Statement

The Education Department at CCI ensure lifelong learning for persons in our care, self-motivated behaviors to promote self-actualization, social-inclusion, and active citizenship.

Department Composition

CCI's education department is composed of one education director overseeing eight teachers, one librarian, and one office operations associate.

Enrollment/Completions

Approximately 144 students can be accommodated in Adult Basic Education programs at any time with 10 students able to be accommodated in a vocational lab program.

Bluff View School Graduates	
GED/HSED	18

TABE

The Test of Adult Basic Education is used to assess the skills and knowledge of adult learners in Reading, Math, and Language. CCI Education provides leveled Math and Reading instruction based on TABE's grade equivalency ranges.

HSED

CCI Education provides equitable pathways to GED and HSED completion depending upon student need and prior academic achievement. A comprehensive high school transcript analysis occurs for each PIOC at CCI, and depending upon credits earned and current TABE scores, students may enroll in competency-based HSED programming, or focus on GED skills-based instruction.

Students at CCI attain mastery in Reasoning Through Language Arts, Mathematical Reasoning, Science, Social Studies, Civics, Health, and Employability Skills. CCI Education also hosts a state-of-the-art GED testing lab, up-to-date textbook materials, and expansive wireless intranet, connecting students to Chromebook-based learning tools.

Vocational Programming

CCI offers vocational programming courses in Production Baking. CCI's career and technical education offerings are accredited through Madison Area Technical College.

Second Chance Pell – Madison College

CCI facilitates access to accredited online higher education in collaboration with our local technical college partner providing persons in our care opportunities to earn an Associate degree or certificate in Small Business Entrepreneurship.

Odyssey Beyond Bars – UW Madison

CCI Education and Odyssey Beyond Bars collaborate to provide tuition-free, for-credit college courses to persons in our care, such as the widely-transferrable, English-100 (3 credits). Classes are facilitated at CCI through in-person instruction and virtual tutoring sessions. Odyssey Beyond Bars also provides non-credit enrichment courses, including a Poetry and Spoken Word Workshop.

Correspondence Courses

Person in our care who are interested in non-DOC post-secondary programs may pursue their education through correspondence courses. Students are required to pay all expenses for these courses.

Library Programs

CCI maintains a Law Library that has ten computer workstations for inmates to access WestLaw and other court sites, as well as a limited print reference section, and a database of court forms. Each PIOC is scheduled equitably as they conduct research, prepare court filings, and address pending legal deadlines. There is a general collection of books and magazines provided to persons in our care through a Mobile Library delivery system. Library book listings are made accessible 24/7 on a dedicated institution CCTV channel.

CORRECTIONAL PROGRAMS & SERVICES

Anger Control

Anger control is comprised of an introductory individual meeting, nine group lessons, a midterm individual meeting, nine additional lessons, and a final individual meeting. Each group lesson is approximately 90 minutes and includes instruction, role play, educational videos, group activities, and group and individual presentations. Lessons focus on the following concepts: knowing our feelings and recognizing the feelings of others, identifying underlying feelings masked by anger, recognizing triggers, choosing the right time to address concerns, identifying who should “own” a problem, practicing assertive communication, learning about stress reduction techniques, using the “anger map” to decide if holding onto anger is an appropriate response, and developing and maintaining healthy relationships. Participants identify thought patterns leading to negative consequences with anger and develop a plan to address these issues in the future.

Substance Use Disorder (SUD)

The Substance Use Disorder (SUD) program is an 18 – 20-week program that addresses criminal thinking and substance use disorders. The program’s mission is to enhance safety in the community by providing a continuum of substance use disorder services. This program consists of both core and ancillary/supplemental training. All participants entering the SUD program are assigned core programming that addresses their problematic criminogenic needs, identified by the COMPAS assessment tool. Moderate to High risk participants that complete the SUD Program will have completed Thinking For a Change (T4C) and Cognitive Behavioral Interventions for Substance Abuse (CBISA).

Thinking for a Change (T4C)

Thinking for a Change (T4C) is a program that combines cognitive restructuring theory with cognitive skills theory to help individuals in the justice system take control of their lives by taking control of their thinking. The three components of T4C are: cognitive self-change, social skills, and problem solving skills. Cognitive restructuring teaches individuals a concrete process for self-reflection aimed at uncovering antisocial thoughts, feelings, attitudes, and beliefs. Social skills instruction prepares group members to engage in pro-social interactions based on self-understanding and considerations of the impact of their actions on themselves and others. Problem solving skills integrates the two previous interventions to provide group members with an explicit step-by-step process for addressing challenging and stressful real-life situations.

Cognitive Behavioral Interventions for Substance Abuse (CBISA)

CBISA is designed for individuals who are moderate to high need in the area of Substance Abuse. The program relies on a cognitive-behavioral approach to teach participants strategies for addressing substance use disorders. This program places heavy emphasis on skill-building activities to support cognitive restructuring, emotion regulation, coping, and problem-solving skills.

Mindfulness Group (General Population)

Volunteers from the Wisconsin Prison Mindfulness Initiative (WPMI) visit CCI every week to offer mindfulness meditation training to persons in our care. Mindfulness is a way of acting in our everyday lives that leaves us at ease and peaceful; meditation is the training that makes us mindful.

Although, participants are encouraged to continue in the group for as long as they are interested, after attending twelve sessions (18 hours) the men receive a “certificate of participation” to acknowledge their persistence, self-care, and sincere effort to improve themselves and how they relate to others. They are able to share the certificate at their classification review to demonstrate how they are working to better themselves. Those in the group consistently report that mindfulness helps them each day in dealing with anger, frustration, disappointment, illness, or any of the other challenges that previously would have easily spurred them to react in ways to harm themselves or others, receive a disciplinary ticket, or be placed in disciplinary separation. They express gratitude for and pride in their newfound, more positive ways of dealing with everything they encounter.

Chapel Services

CCI inmates are provided the opportunity to identify with one of the eight designated Umbrella Religion Groups (URGs): Catholic, Eastern Religions, Humanist/Atheist/Agnostic, Islam, Jewish, Native American/American Indian, Pagan, and Protestant/Other Christian. Each inmate may practice individually or may sign up for weekly studies and services. Chapel services also has a diverse library of resources available for checkout. Based on the URG calendar of traditions and rituals, CCI Chaplains work to offer special events for each group.

In addition to the weekly studies, services, and special events provided, CCI has two chaplains who are able to meet individually with inmates based on inmate request or staff referral. Many one on one meetings between chaplains and inmates center on grief-related concerns and questions of faith.

RECREATION

CCI offers both indoor and outdoor recreation opportunities. Recreation leaders are always looking for new ways through structured recreation for inmates to stay involved and to maintain or improve their physical fitness. Activities such as basketball, volleyball, weightlifting, handball, ping-pong, bean bag toss, softball, and a cardiovascular area that consists of an elliptical machine, treadmill, exercise bikes and recumbent bikes are offered or available for use.

Music

CCI's music department is an opportunity for inmates to play instruments under the supervision of a music recreation leader. Inmates are allowed to have keyboards in-cell. At times, the recreation leader will schedule small groups of inmates together to allow for more of a band-style session. CCI also offers donated instruments to inmates in the event that they do not have money to purchase their own instrument. Approximately 30 inmates actively participate in the music program. Music lessons are available with DVD instruction and tutors (when available).

Hobby

CCI's hobby department offers a wide variety of in-cell hobbies from which inmates can choose. All hobby materials are pre-approved by the hobby recreation leader and come directly from a retail store. CCI inmates are allowed to purchase up to \$100 in supplies per month. Some allowable hobbies include painting, drawing, crocheting, model making, and beadwork.

Inmates have the opportunity to sell their completed projects in the visiting room or send their completed project home to family or friends. CCI has approximately 120 inmates enrolled in the hobby program at this time.

COMMUNITY SERVICES

These areas employ about 30 full-time inmates:

Crocheting/Sewing

The inmates who participate in crocheting/sewing have created many handmade items such as hats, mittens, scarf sets, and lap afghans. CCI works with the Hope Lutheran Church in Portage and Trinity Lutheran Church in Wisconsin Dells for an annual donation of yarn, and, in turn, donates the crocheted items back to the church. Community service workers also make afghans for donation to non-profit organizations.

Lion's Club Eyeglass Project

CCI has been fortunate to have the recycled eyeglass project for several years. Inmates work with recycled eyeglasses, read prescriptions, and do minor repair work to refurbish the eyewear. Finished eyeglasses are then returned to the Lion's Club and donated to those in need. On average, approximately 17,000 eyeglasses are returned to the Lion's Club.

Certified Peer Specialist Program

The purpose of the Certified Peer Specialist Mentoring Program is to seek and share knowledge to enhance self-improvement, to lend support, encouragement, and to promote pro-social behavior and interactions in order to succeed in a prison environment. This can be done by discussing one's experiences with those who have been through similar experiences and have demonstrated positive growth. The participant can share his journey with a peer specialist in an honest fashion without the fear of being antagonized and ridiculed.

HEALTH SERVICES

CCI's Health Services Unit is staffed 24/7. Appointments with the nursing staff and physicians begins at 7:00 am until 4:00 pm. HSU is also staffed for patient emergencies.

The HSU is comprised of a health services unit manager and assistant, one part-time ACP, psychiatrists, nurse clinicians, LPNs, medical assistants, and medical program associate assistants. The unit averages thirty physician visits weekly and twenty nurse visits per day. We administer medications on each individual housing unit to an average of eighty patients, four times per day.

Each individual is seen upon arrival at CCI, as they have requested, and at a minimum of one time per year for an annual screening.

Ancillary services include: physical therapy, x-ray, ultrasound services, optical, and orthopedics. Dental services are also provided to individuals in the HSU in our dental clinic.

Routine appointments for health maintenance are handled through chronic condition clinics, as well as weekly blood pressures, wound care, and weight monitoring. Patients are referred for surgical interventions, cancer treatments, and to specialty services ranging from cardiology, oncology and infectious disease to high imaging. We also have the capability of providing and managing care via tele-health by using our specialty providers in the community.

The HSU strives to manage our patients' medical care while being cognizant of health care costs.

MENTAL HEALTH SERVICES

The Psychological Services Unit (PSU) is responsible for assessing, monitoring, supporting, and treating persons in our care (PIOC) with identified mental health needs. PSU staff utilize a unit-based approach to providing mental health services at CCI. There are nine full-time and one half-time psychologist or psychological associate positions at CCI, a psychologist supervisor, and an office operations associate. In addition to PSU staff, one psychiatrist provides services to CCI PIOC's. PSU staff consult with institution staff and address a variety of mental health needs. Staff also provide on-call services after hours and on weekends. As part of the initial screening provided to PIOC's, PSU staff conduct a PREA screening and offer mental health services at intake as needed.

Mental Health Needs

The PIOC population at CCI can change weekly due to inmates transferring in and out of the facility. In the past year, approximately 75% of CCI's PIOC population was identified as having mental health concerns, 26% of these individuals were classified as having serious mental illnesses (MH-2A), < 1% had severe personality disorders (MH-2B), 48% had other identified mental health needs (MH-1). It should be noted that CCI has several individuals who are criminally and civilly committed (dually committed) and/or require Chapter 51.20 commitment. These PIOC's are typically transferred to WRC annually for review and potential renewal of their commitments for involuntary treatment. CCI currently operates a Special Management Unit which houses many of these individuals.

Per DAI policy, persons with MH-1 and MH-2 mental health codes must be seen periodically for clinical monitoring. Those classified as MH-1 must be seen at least every six months, and MH-2 PIOC's must be seen at least every three months. In addition, persons in RH status are seen weekly on rounds. Most PIOC's with mental health needs are seen more often than policy requires.

Services Offered

The PSU department receives several requests for services from PIOC's each week. In addition to responding to requests, providing crisis management, and performing clinical monitoring, PSU staff at CCI also:

- Triage needs for psychiatric evaluation to ensure the most efficient and effective use of limited and expensive psychiatry time
- Provide group therapy for targeted psychological problems
- Provide psychological evaluation of mental health needs and monitor compliance with recommended treatment
- Provide services to those for whom Spanish is their first or preferred language
- Evaluate PIOC competence to give informed consent for their own health care
- Evaluate PIOC competence to refuse nutrition and fluids
- Monitor those housed in restrictive status housing
- Perform initial file screening of all inmates transferred to CCI
- Complete mental health evaluations of individuals regarding potential transfers to WSPF, the Wisconsin Resource Center, OSCI's TTC unit, or dual diagnosis programs such as MICA or STAR
- Assess needs for offense specific treatment (i.e., sex offense specific treatment)

MAINTENANCE DEPARTMENT

The Maintenance department operates Monday through Friday 6:00 am until 4:30 pm, with the majority of our technicians working four 10 hour days per week. Maintenance employs six full time technicians, five correctional officers and up to 23 inmates.

We use STAR to process and track all service requests. Some officers as well as designated staff submit their requests to the Maintenance OOA. The majority are 'same day' although, we sometimes need to order parts or entire items. We complete all service requests as soon as we are able. Work orders that require modifications or changes to the physical plant or grounds require approval from the appropriate department supervisor, and depending on the scope of the project, may need to move up the chain of command for approval.

In Fiscal Year 2023, your Maintenance Department...

- Entered, worked on and completed 4,500 Service Requests
- Sun Fence Project continues, with work starting on electrical and electronics
- Roofing project begins.
- Perimeter Road paving completed
- Continue enhancements to internal fencing and other security features
- Began replacement of porcelain toilets with stainless steel

FOOD SERVICE

The food service department operates seven days a week. The main kitchen is in operation from 6:00 am to 2:00 pm. Under the supervision of the Food Service Administrator and Food Service Manager, food service employs six full-time Correctional Food Service Leaders, one Correctional Officer, and 20 directly supervised inmate workers. Approximately 1,200 meals are served per day with an average cost of \$1.62 per meal. prepared range from general diets and approximately 60 diets (religious and therapeutic).

BUREAU OF CORRECTIONAL ENTERPRISES

Print Shop 927

As of June 2023, the BCE print shop has closed. The print shop had been in operation since the 1930s and was housed at Columbia Correctional Institution. The Print Shop provided printing services for any non-profit organization, federal and state or local government agency, universities and schools.

The print shop provided jobs and training to persons in our care which helped develop marketable skills and experience in business operations, traditional and digital printing, and graphics.

The print shop produced over 1500 different jobs annually. Some of the items produced are envelopes, park and trail maps, brochures, business cards, perfect bound and saddle stitch books, training binders, posters, raffle tickets, stickers, and labels.

ADA COORDINATORS

Primary: Wayne Stolpa, Institution Complaint Examiner
Alternate: Isaac Hart, Building and Grounds Superintendent

To request consideration for an accommodation under the American with Disabilities Act, forms are available in the library or inmates may contact an ADA coordinator for a form. Refer to DAI Policy & Procedure 300.00.35 for further information.

COMPAS COORDINATORS

Primary: Lindsay Walker, Corrections Program Supervisor

LEP COORDINATOR

Primary: Maria Boettcher, ABE Teacher
Alternate: Vacant

PREA INVESTIGATORS

Robert Beahm, Records Supervisor
Anthony Bonfiglio, Supervising Officer 2
Michael Glass, Deputy Warden
Isaac Hart, Building & Grounds Superintendent
Ethan Marczewski, Supervising Officer 1
Christopher Olson, Corrections Program Supervisor
Eric Peters, Supervising Officer 2
Kevin Pitzen, Supervising Officer 2
Jodi Runstrom, Food Service Administrator
Melissa Schueler, Corrections Management Services Director
Rebecca Tervonen, Supervising Officer 2
Lindsay Walker, Corrections Program Supervisor

ACRONYMS

ABE	Adult Basic Education	IMR	Illness Management & Recovery
AC	Administrative Confinement	LEP	Limited English Proficiency
ADA	Americans with Disabilities Act	LPN	Licensed Practical Nurse
AODA	Alcohol & Other Drug Abuse	LTE	Limited Term Employee
BSI	Badger State Industries	MICA	Mental Illness Chemical Abuse
CBISA	Cognitive Behavioral Interventions for Substance Abuse	MRI	Magnetic Resonance Imaging
CCI	Columbia Correctional Institution	PREA	Prison Rape Elimination Act
CPS	Certified Peer Specialist	PSU	Psychological Services Unit
CPS	Corrections Program Supervisor	R&O	Reception & Orientation
DAI	Division of Adult Institutions	RH	Restrictive Housing
DCI	Dodge Correctional Institution	RC	Reclassification Committee
DOC	Department of Corrections	SMU	Special Management Unit
DOT	Department of Transportation	STAR	Successful Treatment and Recovery
FY	Fiscal Year	T4C	Thinking for a Chance
GED	General Education Development	TABE	Tests of Adult Basic Education
GP	General Population	UW-M	University of Wisconsin – Madison
HSED	High School Equivalency Diploma	WPMI	Wisconsin Prison Mindfulness Initiative
HSU	Health Services Unit	WRC	Wisconsin Resource Center
HVAC	Heating, Ventilation, and Air Conditioning	WSPF	Wisconsin Secure Program Facility