



# **JACKSON CORRECTIONAL INSTITUTION**

## **ANNUAL REPORT FY16**

**Fiscal Year of July 1, 2015 through June 30, 2016**

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## ACRONYMS:

**ABE** Adult Basic Education  
**AM** Anger Management  
**AODA** Alcohol and Other Drug Addictions  
**BITS** Brief Intervention Techniques  
**BSI** Badger State Industries  
**CIP** Challenge Incarceration Program  
**COMPAS** Corrections Offender Management  
 Profiling for Alternative Sanctions  
**ECRB** End of Confinement Review Board  
**ESL** English as Second Language  
**ESP** Employee Services Program  
**GED** General Education Diploma

**GP** General Population  
**HSED** High School Equivalency Diploma  
**HSU** Health Services Unit  
**ICRS** Inmate Complaint Review System  
**LAIP** Legal Assistance to Institutionalized  
 Persons  
**PSU** Psychological Services Unit  
**RHU** Restrictive Housing Unit  
**SO-2** Sex Offender Treatment  
**STAR** State Transforming Agency Resources  
 Project  
**USDOJ** United States Department of Justice

## **Jackson Correctional Institution**

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It is the mission of the Jackson Correctional Institution to provide for the protection of the public, staff and inmates while offering inmates positive behavioral options and programming to enhance their successful reintegration back into society.

DATE OPENED: 1996  
OPERATING CAPACITY: 837 Males  
NUMBER OF UNIFORMED STAFF: 200  
OPERATING BUDGET FY 2016: \$23,843,209  
SECURITY LEVEL: Medium  
CURRENT POPULATION: 986 (06/30/15)  
NUMBER OF NON-UNIFORMED STAFF: 89  
SPECIAL UNITS: Drug and Alcohol Program Unit, Close Custody Care Unit using Cognitive Programming, Transportation Hub Unit for the Northern Minimum Correctional Centers.

Special Historical Notes & Other Institutional Information: In 1990, the State Building Commission and the Department of Administration requested a study to determine additional space needed for the growing prison population. As a result in December 1990, State of Wisconsin Correctional System's Development Plan was established. The plan was a \$145.4 million building program, adding 1,684 beds to the prison system. As part of this plan, Jackson Correctional Institution was built to accommodate 686-beds as a medium security adult prison. It opened its doors to receive inmates on May 6, 1996. A 150-bed barracks was added in October of 1997.

Welcome to the Jackson Correctional Institution (JCI) Annual Report for Fiscal Year 2016 (FY16). Our annual report allows us to reflect on achievements of the past year as well as upcoming challenges. The accomplishments in this report highlight the dedication and commitment of all JCI staff who perform tasks many in the public could not imagine themselves doing or find it difficult to understand. The operation of a prison requires staff from all disciplines, working together, to keep the institution not just operational, but safe and secure for inmates, staff and the community we serve.

Beyond the day to day operations, JCI has had many accomplishments this past year. A few highlights include the first local academy for new correctional officers held at JCI. We proudly congratulated 28 graduating officers and welcomed them to the JCI team. JCI successfully passed its first Prison Rape Elimination Act (PREA) conducted by USDOJ auditors. We strengthened our relationship with many community agencies through fund raisers, meetings and tours. One of the biggest highlights was a ceremony to recognize the 20 year anniversary of JCI.

None of these accomplishments would be possible without the combined professional efforts of staff which epitomize the best traditions of public service. I have been privileged to be a part of the JCI staff family and humbled to serve as the Warden since December of 2012. In recognition of all JCI staff, I am extremely proud to present this annual report.

Respectfully submitted,

Lizzie Tegels, Warden  
Jackson Correctional Institution

## **INMATE PROGRAMS**

### **Education**

Academic: Adult Basic Education, General Educational Development Certificate, High School Equivalency Diploma, Parenting, Financial Literacy.

Technical Education Courses/credits: Computer Literacy, Math with Business Applications

Vocational: Food Production Specialist

Library: Fathers Video Book and Great Courses DVD's.

### **Community Service**

Community Service Project: Inmates make teddy bears, blankets, quilts, shawls and tote bags. These items are donated to local service agencies and military agencies to aid in international relations.

Inmate Garden: The JCI Garden produced 12,711 lbs. of produce which is used in part to off-set institution food costs. A portion of the produce grown in the institution gardens is donated to the local food pantries and nursing homes.

Crocheting Project: Inmates knit hats, mittens, scarves, blankets and lap robes for Community Service groups to give to needy families.

### **Work Assignments**

Industries: (Badger State Industries) – Screen printing of refurbished highway signage for government and non-profit agencies.

Institution: Inmates hold a variety of jobs throughout the institution, helping with daily operations.

### **Other**

Recreation: Health and Fitness; Intramural and Tournament Sporting Events, Exercise for Health Program, Table Games.

Hobbies: Beading, Drawing/Painting, Yarn (Crochet, Knitting, Plastic Canvas), Model Making and Music.

Treatment: Alcohol/Drug Addiction, Anger Management, Cognitive Programming, Domestic Violence, and Sex Offender.

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## **SECURITY DEPARTMENT**

The Security Department provides a safe and secure facility for the public, staff, and inmates. Security Staff provides positive role models so inmates can learn how to constructively deal with adversity. Inmates are held accountable for complying with Wisconsin's Statutory Laws, the Department of Correction's Administrative Codes, and the Institution's Policies and Procedures. Currently, there are 14 Security Supervisors, 56 Correctional Sergeants and 130 Correctional Officers which make up the Security Department.

The Security Department continues to strive to meet the missions and goals of the Department of Corrections through training, communication, experience and education. Jackson's Security Department works cooperatively through a multidisciplinary approach.

Conduct Report Information: There were 178 Major Conduct Reports and 388 Minor Conduct Reports, with 30 Appeals, in Fiscal Year 2016.

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## HUMAN RESOURCES DEPARTMENT

**Employee Services Program (ESP):** The ESP program is a confidential program administered by Life Matters. This program provides the following services for employees and their family members:

- A 24 hour Helpline available 7 days/week for confidential telephone consultation and problem solving for both the employee and their family members.
- Professional assessment and goal-oriented problem solving for challenging situations with the ability to schedule an appointment with a counselor.
- Browse online Health and Wellness, Disaster Services, Violence Prevention, Work/Life resources and an online library and more.
- In addition to interactive assessments, informative articles and relevant training topics, Life Matters provides national coverage for family member(s) needing services who reside outside of Wisconsin.
- Monthly newsletters and additional information distributed on a regular basis.

The ESP Coordinators for JCI are Captain Erin Dunahay and Lieutenant Mark Garavalia.

**Jackson Employee Communications and Collaboration Committee (JECCC):** Employee Communication Committee meetings are scheduled monthly. The group works collaboratively to discuss and resolve institution issues, as well as share pertinent information.

**Health and Safety Committee:** The JCI Health and Safety Committee meets regularly and is responsible for providing guidance, training and information to all staff at the institution via electronic postings (group folder), indicating position statements regarding issues that arise. Additionally, this committee provides regular safety inspections of all areas and assists with coordinating fire and tornado drills. The contact person is Rob Mann (715-284-7396) and/or Kim Olson (715-284-7310), Committee Co-Chairs.

## EMPLOYMENT AND RECRUITMENT:

Beginning July 1, 2015 through June 30, 2016, JCI saw 54 positions become vacant. We hired 51 staff to these positions. Total staff at JCI: 289. Inmate to staff ratio is 3.3 to 1.

The HR Department continues to work with area Universities and Technical Colleges to establish a recruitment base for a number of positions via internships and information sharing.

If you are interested in employment opportunities you may visit the State of Wisconsin job posting site at [www.wisc.jobs](http://www.wisc.jobs) or the Department of Corrections' website at <http://doc.wi.gov/Home> and click on employment. You may also contact the JCI Human Resources Department at (715) 284-7314.

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## BUILDINGS AND GROUNDS

- Completed work orders – 2,852
- Garbage equaled 352.64 tons at a disposal cost of \$30,216.36
- Electricity usage 5,271,300 KWHs at a cost of \$45,2077.81
- Water usage was 36,740,026 gallons costing \$63,264.36
- Natural Gas usage was 404,913 therms costing \$170,108.47
- Sewer charges \$295,844.19
- Recycled aluminum, cardboard, office paper, plastic, tin and scrap metals of 176,272 lbs. sold for \$9,018.25

- JCI Garden produced 12,711 lbs. of produce
- Wood shop made charitable auction items and plaques for non-profit organizations.
- Received \$297,000.00 for requested projects funded by the DOA/DSF.
- Received \$15,355.00 from the Facilities Management Council for requested institution maintenance repairs-
- Visiting Room Officer station was remodeled
- New housing unit ice machines and Institution sign installed
- Video surveillance enhancement and Kiosk infrastructure installed
- Inmate digital TV upgrade

**CORRECTIONS MANAGEMENT SERVICES**

**EXPENDITURES FY16**

\$2,329,152.54      Local Area Expenditures – payments made to various vendors and suppliers in Jackson County and the immediate area, JCI’s direct impact on the local economy.

\$1,112,273.06      Outside – all other vendors

\$3,441,425.60      Total amount of non-salary expenditures incurred by the institution during FY16

**CANTEEN EXPENDITURE FY16**

\$ 84,324.52      Local Area Expenditures – payments made to various vendors and suppliers in Jackson County and the immediate area.

\$ 634,814.48      Outside – all other vendors

\$ 719,139.00      Total amount of products purchased for resale to inmates at the institution Canteen.

**INMATE EXPENDITURES FY16**

Inmate Expenditures FY16 is a list of various court ordered or institution mandated costs which inmates are required to pay. The state and county sales taxes are collected from Canteen purchases.

Victim Witness Surcharge	\$24,485.45	Reimbursement	\$17,220.42
DNA Surcharge	\$19,694.30	Medical Co-Pay Fees	\$6,268.00
Restitution to JCI	\$2,529.19	State Sales Tax	\$5,992.91
Restitution to Courts, Institution	\$20,471.25	County Sales Tax	\$1,248.28
Child Support	\$37,384.07		

## **FOOD SERVICES DEPARTMENT**

From July 1, 2015, through June 30, 2016, the Jackson Correctional Food Service Department prepared and delivered 1,127,210 meals for institution inmates and eligible staff. Meals are planned and prepared to be nutritionally adequate, favorably acceptable, and within budgetary guidelines.

Standardized recipes and safe food handling guidelines are part of standard operating procedures.

The Food Service Department is staffed by 1 Food Service Administrator, 1 Food Service Manager and 7 Correction's Food Service Leaders. These staff members supervise and instruct approximately 65 inmate workers in the production, distribution and food safety of all institution meals and the cleanliness and sanitation of the Main Kitchen and Bakery. Security coverage is provided during hours of operation by 1 Kitchen Officer and 1 Food Distribution Officer.

The majority of food items are sent in bulk to each of the Housing Units where inmate workers serve the meal to the general population. These Food Service staff members develop guidelines and rules for meal distribution on the units and regularly monitor meal service for compliance. Approximately 6% of the Institution's meals are served on individual trays which are prepared in Food Service and sent to inmate workers in various areas and Officer posts.

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## **HEALTH SERVICES UNIT**

*HSU Mission Statement: Provide access to care in a correctional setting which promotes teamwork, a safe environment, and delivery of health care as part of a multi-disciplinary team to meet the holistic needs of our patient.*

The Health Services unit (HSU) is staffed 7 days a week. Monday – Friday hours are 6:00 am to 10:30 PM. Weekends and Holiday hours are from 8:00 am to 4:00 PM. Hours not covered by Nurse on grounds are covered by on call Nurse. There is also an on call MD for the state. The HSU is staffed by an MD, NP (Nurse Practitioner), 6 Nurse Clinicians (RN's), 1 LPN and an HSU Manager. Support services are provided by a Medical Program Assistant and part time Program Assistant.

Dental Services operate Monday through Friday. Dental staff includes a Dentist, Dental Assistant and part time Dental Hygienist. Other services include: Physical Therapist 2-3 days a week, Psychiatrist 2 days a week, Optical and X-ray.

HSU provides treatment for the acute and chronically ill patients. We also work very closely with PSU (Psychological Services) making referrals as needed. Weekly multi -disciplinary meetings are scheduled and held when issues arise.

On-site services include daily triaging of Health Services Requests, scheduling and seeing patients for general medical care and emergencies, managing medications, lab services, EKG's, X-rays, dental services, optical, physical therapy and chronic care conditions. Nurses are assigned to chronic groups, Infection Control and Health and Safety Committee.

Comprehensive Specialty services are provided off-site at UW Madison, Beaver Dam, Waupun, Black River Falls, and Gunderson Health in Lacrosse. Emergent care is provided locally by Black River Memorial Hospital. We also utilize tele-med equipment for specialty appointments to minimize the number of patients being transported to Madison.

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## PSYCHOLOGICAL SERVICES

The Psychological Services Unit has protected the public by evaluating and treating the critical mental health needs of inmates at Jackson Correctional Institution, as well as providing important offense-related and other group psychotherapy. The foremost services provided by the Psychological Services Unit are listed below, however the Department is involved in a wide range of activities as the Department of Corrections continues to make mental health treatment a priority.

**Crisis Intervention:** Psychological evaluation, observation, and restraints; other crisis interventions as required; weekly Restrictive Housing Unit rounds; referrals to the Wisconsin Resource Center, Special Management Units, and to other prisons for specialty programs. Staff is on-call for such events 24 hours a day, 7 days a week.

**Mental Illness Needs:** Screening inmates who request medications for mental health complaints; providing alternatives to psychotropic medications for inmates with anxiety, mood disorders, and other mental health problems, referrals to psychiatrist where appropriate for evaluation or follow-up.

- Weekly reviews of mental status of inmates in Restrictive Housing are completed.
- Complex mental health issues discussed at weekly mental health multidisciplinary meetings.

**Offense Related Programming:** PSU staff provides Sex Offender Treatment (SO-2) to inmates at JCI. This is done in conjunction with Social Workers.

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## CHAPEL SERVICES

The Chapel at Jackson Correctional Institution offers a Chapel Library in addition to congregate worship services, seminars, and study groups for the seven recognized umbrella religious groups. These include:

Alcoholics Anonymous	Ecumenical Bible Study	Prison Fellowship
Baptismal Services	Jehovah's Witness Study	Protestant Worship Services
Buddhist Services	Native American Sweat	Religious Feasts
Buddhist Meditation	Lodge, Drumming/Talking	Islamic study and Rosary
Catholic Bible Study	Circle	Project
Catholic Service/Mass	Pagan Service	

In 2015-2016 There were a total of 5,843 inmate requests for the Chapel Card Program. There were a total of 17,221 greeting cards distributed to inmates. Total inmate contacts for all programs and card requests in 2015-2016 were 27,271.

Volunteers are an extremely important resource for the Chapel. JCI has 235 volunteers who invested nearly 1900 hours in helping provide spiritual support to the inmates. Our Chapel held the following special activities: (3) Buddhist Meditation Seminars, (3) Christian Concerts, (10) Sweat Lodges, (8) Christian workshops/Seminars, (2) Project 513 Seminars, and Christmas Eve Service. The Jewish, Pagan, Islamic, Native American and Eastern Religion inmates participated in their religious group feasts. The Chapel held a Volunteer Appreciation Day for the volunteers, to thank them for their support. The appreciation dinner provides a wonderful opportunity to let the volunteers who come to Jackson Correctional Institution know how much they mean to the Institution and to the offenders. The volunteers provide opportunities for the offenders to be involved in positive, spiritual activities.

Two major projects for the Chapel have been the Angel Tree and Salvation Army Toy Projects. Angel Tree is a ministry of Prison Fellowship through which children of incarcerated parents can receive Christmas presents. The Toy Project is similar to Angel Tree and run by The Salvation Army.

Each inmate must fill out an application and be approved to participate. This year 70 inmates participated in the Angel Tree Program and 131 inmates took part in the Salvation Army Toy Project.

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## **EDUCATION**

**The Northern Woods School Mission:** *Interaction with our students will reduce illiteracy, encourage employability, and create lifelong learners and productive members of our society, within a safe, positive and compassionate environment.*

### **EDUCATION SERVICES**

The Education Department provides a number of functions to assist in inmates' educational and career advancement. These include:

- Review education files for new admissions weekly to properly determine education needs
- Provide counseling to inmates to assess and plan for academic and career goals
- Administer Test of Adult Basic Education (TABE) to all incoming inmates with Education and/or Program needs
- Administer GED testing weekly
- Serve as liaison for inmates participating in print-based correspondence courses through cooperating accredited colleges

### **ACADEMIC COURSES**

Academic classes provide the preparation for inmates to successfully complete GED tests in Math, Language Arts, Science and Social Studies and Civics. Additionally, inmates wanting to complete their HSED can enroll in Health, Civics and Employability courses.

### **LIMITED ENGLISH PROFICIENCY (LEP) SERVICES**

In addition to providing standard LEP services, JCI has implemented Language Arts classes specifically for inmates identified as LEP. Grant funding was used to purchase materials specific to English Language Learners. The Education Director serves as the LEP Coordinator.

### **VOCATIONAL/CAREER AND TECHNICAL EDUCATION (CTE) PROGRAMMING**

JCI is certified through Western Technical College (WTC) and offers an eleven credit Vocational/CTE Certificate in Quality Food Production Specialist.

### **ACCOMPLISHMENTS:**

- Academics:  
20 students completed their GED/HSED. JCI's GED test pass rate is 92.25%, compared to the national pass rate of 86.75%.
  - Vocational Programs:  
18 Students completed the Quality Food Production Specialist Certificate Program.
  - Personal Development:  
9 students completed Financial Literacy, five completed a Computer Literacy, and 20 students completed a Business Math class.
  - The Quality Food Production Specialist Program completed fundraising events to raise money for the Bolton Refuge House, Cancer Run/Walk, Project Unify of Black River Falls and the Jackson County Food Pantry. The Program also provided many catering services, to include the following; Supervisor Conference at Volk Field, FTO training at Volk Field, at the Neillsville VFW, the JCI 20<sup>th</sup> Anniversary Celebration and many more.
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## LIBRARY SERVICES

The JCI Library provides library service for staff and approximately 1,000 offenders. For FY16 the library checked out 35,000 items to patrons and had 54,893 visits to the library by offenders. The Inter Library Loan program borrowed 7,287 books and lent 447 books to other institutions.

ProLiteracy America: Wisconsin Institutions offer tutoring services for students enrolled in school and pursuing their GED/HSED. JCI teachers trained 10 inmate tutors during FY16, providing 30 hours of instruction along with classroom practice for each trainee. There are a total of 16 tutors employed through the JCI Education program: 5 traditional classroom tutors, 3 vocational tutors/mentors, 1 ESL/ELL tutor, 4 unit tutors (Melrose, Neillsville, Oxbow, Quarry), and 3 library tutors.

LAW LIBRARY: The Law Library was visited 9,410 times. There are 5 computers to access the Lexis Nexis database in the JCI Law Library and 1 computer in the Restricted Housing Unit. In addition to this core electronic law resource, other print resources are still available in the JCI Law Library.

Fathers' Video Book and Great Courses: This past year we continued the Fathers' Video Book program whereby inmates can send a book and a mini-DVD of them reading the same book to their children. Great Courses – College level lecture classes on DVD covering a variety of subjects (Investments, History, Business, Authors, etc.) available for inmate viewing.

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## INMATE COMPLAINTS

The Inmate Complaint Review System (ICRS) is established pursuant to Wisconsin Administrative Code DOC 310. The ICRS provides JCI inmates a process by which grievances may be addressed. The Institution Complaint Examiner (ICE), under the supervision of the Warden, investigates concerns regarding rules, living conditions and staff actions affecting institution living. Inmates and staff have the opportunity to review and better understand correctional policy and to correct any errors or deficiencies. The following statistics reflect the types of complaints and their resolution:

Complaints Processed / Accepted (07/01/15 – 06/30/16):

<u>Department</u>	<u>Complaints</u>	<u>Department</u>	<u>Complaints</u>
BCE (Bureau of Correctional Enterprises)	0	Personal Property	220
Breach of Confidential Health Information	13	Psychiatry	3
Classification	13	Psychology	6
Correspondence & Publication	65	Religion	7
Dental	13	Rules	14
Disciple	42	Sexual Misconduct (Inmate)	2
Food	10	Sexual Misconduct (Staff)	0
ICRS (Inmate Complaint Review System)	13	Staff	70
Inmate Accounts	18	Staff Misconduct	5
Medical	118	Visiting	36
Parole/Release	6	Work & School Programs	53
Personal Physical Conditions	23	Other	53
		<i>Total Number of Complaints Processed:</i>	<i>785</i>

**BUREAU OF OFFENDER CLASSIFICATION AND MOVEMENT**

The Office of Classification and Movement is staffed by one full-time Classification Specialist and one full-time Operations Program Associate – B. The office reviews the security classification, program needs and institution placement of inmates while regulating risk levels between the community, other inmates and staff. The Classification Committee is required to review cases every twelve months, unless a special review is deemed appropriate.

Program Review actions taken in FY16:

Scheduled Hearing .....	990
Appearances at hearings .....	539
Waivers of hearings .....	289
Early Appears.....	137
Early Waivers.....	23

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**OFFENDER RECORDS OFFICE**

The JCI Records Office is responsible for the maintenance of inmate social service and legal files, processing of inmate releases and coordination of inmate parole hearings.

Records Office staff is composed of an Offender Records Supervisor, Corrections Sentencing Associate, and two Offender Records Associates. Records staff perform sentence calculations to establish maximum discharge, mandatory release, extended supervision and parole eligibility dates; verify legal documents and serve legal papers; provide notary services; schedule inmate court appearances and professional calls and visits and respond to inquiries from staff, inmates and the public.

**Accomplishments:**

- Calculated 250 sentences
  - Processed 265 inmate releases
  - Scheduled 329 court pick ups
  - Scheduled 89 Parole hearings
  - Closed out 265 files
  - Coordinated 716 transfers
  - Scheduled 1,095 phone and video calls
- 

**BADGER STATE INDUSTRIES (BSI)**

Badger State Industries employs one staff and 24 offenders in our recycled sign manufacturing program. We offer an opportunity for inmates to learn valuable work skills, as well as develop a positive work ethic. Workers wages begin at \$.20 an hour with the capability of earning up to \$1.00.

BSI opened its doors in Jackson Correctional Institution in May of 1996. First production included innerspring mattresses, inmate mattresses, various linen items, inmate uniforms, as well as working with a private sector company making gloves, hats and scarves. In mid 2007, our shop at Jackson Correctional Institution began the manufacture of recycled signs for the Wisconsin DOT and other local government and non-profit agencies. In 2015, BSI was awarded a contract to manufacture plywood signs for the Minnesota DOT as well.

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## **CORRECTIONS PROGRAM SERVICES**

### **Accomplishments:**

- Inmates participated in the 11<sup>th</sup> annual Labor Day Cancer Run, raising \$2,075.00. Proceeds were donated to the Jackson County chapter of the American Cancer Society.
- Windows to Work Program-Provide education, support and other services to assist inmates in making a successful transition into their community.

### **JCI REENTRY PROGRAM**

The JCI Reentry Resource Room opened in April of 2016. Inmates are encouraged to address reentry goals during "Open Units" periods. Program Services offers a variety of reentry group activities such as Transitional Prep, Coffee Club, Reentry Book Club and Portfolio Checklists. Self-paced modules include Wellness, Employment, Child Support and Health. Additional Self-paced modules are scheduled to become available by June 2017.

The Reentry team assists inmates in applying for replacement Social Security Cards, Birth Certificates and Wisconsin ID Cards. To date assistance has been provided for inmate applying for the following:

- 367 Social Security Cards
- 300 Badger Care Benefits
- 201 Birth Certificates
- 78 Wisconsin State IDs
- 48 Social Security Benefits

The JCI Reentry team organized the 2016 Transition Fair, which gave offenders the opportunity to gather information from community agencies on what resources are available to them before and after release. 24 agencies/organizations participated and approximately 500 inmates attended.

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## **RECREATION, HOBBIES AND COMMUNITY SERVICE PROJECTS**

The Recreation Department continues to organize leagues for summer softball, volleyball, basketball, and bean bag toss, as well as winter leagues for volleyball, basketball, ping pong and handball competitions. There are 9 indoor and outdoor recreation periods each day at which time inmates may check out equipment or lift weights. Inmates attend recreation when their assigned housing unit is scheduled. On average 50 inmates participate in the gym each period. In addition to the regular recreation periods offered, the Recreation Department also has Sports Ministry groups come into the Institution to play softball, volleyball or basketball with the inmates. Funds raised from these events are donated to non-profit organizations.

JCI continues to contribute through their Community Service Programs. The inmates who work in the Community Service Program made over 3,000 items which were donated to our local community, to the following organizations; Neillsville Optimist Club, Operation Shoe Box, Jackson County Project Christmas, Monterey Mills, The Memory Bear project and Jackson County Cancer Society.

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## **MELROSE HOUSING UNIT**

The Melrose Unit is a 104 cell unit which routinely provides housing for 202 inmates (maximum capacity). Some of JCI's inmate workers from Maintenance, Recreation, Food Service and all Unit Workers are housed on Melrose. The unit currently employs 41 inmates to perform many basic unit operations to include janitorial, food service, laundry and unit librarians. This helps to develop a positive work ethic and develops a variety of work skills. Staff interacts with the inmates to provide a role model for responsible behavior and appropriate decision making skills. Staff also counsel inmates on a variety of issues including the positive and negative consequences of their behavior. The Unit operates on a respect and appropriate treatment for everyone philosophy.

### **Programming**

The Melrose Unit continues to develop individual case plans for inmates based on COMPAS Assessments utilizing Carey Guides and BITS. This gives the inmates more ownership of their goals and activities during their time at JCI. A unit based cognitive program called Thinking for a Change (T4C) has continued this year with 7 groups consisting of 96 inmates who have completed the program. The program is geared towards inmates with more time left on their sentences, helps inmates to make better decisions and to problem solve issues rationally.

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## **NEILLSVILLE HOUSING UNIT**

The Neillsville housing unit has a daily population of 202 inmates. The unit is comprised mostly of inmates who have been identified as having an Alcohol or Other Drug Abuse (AODA) residential treatment need. In March 2013, we were able to expand the size of our AODA programming, adding two full time contracted AODA counselors, and doubling the number of inmates to whom we may offer and provide treatment.

### **Accomplishments**

- Enrolled 136 inmates, 100 successfully completed the AODA Program (07/01/2015-06/30/16)
  - Enhanced Team Building on unit between staff (uniform and non-uniform)
  - Incorporation of reentry curriculum into program materials
  - Added Anger Management component to curriculum for those having AODA & AM need
  - Implemented new support group in addition to 12 step, spiritual based groups, offered institution wide
- 

## **OXBOW HOUSING UNIT**

The Oxbow Housing Unit contains 98 double occupancy and 6 single occupancy rooms and has a daily population of 202 inmates. The unit is a wet cell unit which houses most of the medically and psychologically challenged inmates within JCI and general population inmates.

### **Accomplishments**

- Working as part of a multidisciplinary team more appropriately identifying needs and managing inmate population
  - Unit Psychologist sees inmates on a regular basis and completing assessments as needed
  - Offering components of the Reentry curriculum for inmates volunteering to participate
  - Updated the Unit procedures to ensure proper treatment of special needs inmates
  - Conducting T4C Programming for special needs inmate
-

## **QUARRY HOUSING UNIT**

The Quarry Unit is a general population unit with 202 beds. The unit houses offenders assigned to various work and educational programs, inmates participating in sex offender treatment, as well as unassigned offenders. The primary focus is development of positive personal and work habits which will carry over when offenders are released to the community. The unit employs 50 inmate workers in jobs such as food service, unit librarian, laundry, and custodial positions. Personalized tutoring is provided on the unit for inmates enrolled in adult basic education classes by an inmate tutor.

During fiscal year 2016, the residential sex offender treatment program, which began in 2014 was continued and increase in size. The program, known as SO-2, had an enrollment of 50 inmates. Inmates needing the program are identified through clinical services based on an evaluation which examines offense dynamics, history and family background, among other factors. 2 inmate tutors assist program participants with their studies and homework.

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## **X BUILDING – BARRACKS**

X Building is a 152-bed barracks style housing unit which serves as the reception and orientation unit for all inmates arriving at Jackson Correctional Institution. The Barracks temporarily houses minimum-security inmates awaiting transfer to a northern center. Inmates have an average stay in X Building of 90 days while awaiting a GP bed to become available.

### **Accomplishments**

- Maintain effective relationship with other DOC facilities, operating as the transportation hub for inmates transferring to northern Correctional Centers and/or Alternative to Revocation (ATR) inmates from Community Corrections
- Work together as part of a multidisciplinary team to determine needs, streamlining the movement through units and programs. More effectively identifying and managing problematic inmates
- Work closely with the institution psychologists who complete assessments as needed
- Established a two-day orientation by area staff and supervisors for all new arrivals. Orientation includes the institution philosophy, expectations, and promotes programming participation, education and Reentry.
- Awareness of the Americans with Disabilities Act (ADA) and Prison Rape Elimination Act (PREA) is also provided. Unit Supervisor Melinda Derus serves as the contact for resources (715-284-7240).