



**Department of Corrections
Division of Adult Institutions
Wisconsin Women's Correctional System**

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Taycheedah Correctional Institution

Milwaukee Women's Correctional Center

Robert E. Ellsworth Correctional Center

July 1, 2016 – June 30, 2017



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 2017 Annual Report for July 1, 2016 to June 30, 2017. 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

Pamela Zank
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	Bed Capacity:	752
Number of Acres:	50	Current Population:	885 (as of 6/30/17)
Security Level:	Maximum/Medium	Uniformed & Non-Uniformed Staff ⁱ :	396

Annual Operating Expendituresⁱⁱ:

General Operating budget	\$26,960,000
Fuel & Utilities	\$11,430,203
Maintenance & Repair	\$267,106
Goods & Services for Inmates (Variable Non-Food)	\$402,956
Institution Food	\$1,412,755
Capital	\$92,947
Purchase of Services (Programming)	\$269,036

Inmate Wages:

Institution	\$351,773
Project Crew	\$36,560
Work Release	\$1,352,280

Obligations/Collections:

Child Support	\$30,727
Court Ordered	\$45,000
VWS / DNA	\$116,058
Institution Restitution	\$5,407
Room	\$253,106
Board	\$86,988
Transportation	\$209,774

Inmate Revenue Accounts:
(Collected from inmates for their use/participation in various activities)

Telephone Commission (184)	\$62,521
Other 166 Accounts	\$169,230

ⁱ. (This includes Permanent, Bureau of Health Services, and Limited Term Employee Staff).

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

- Star Maintenance Program - Institution-wide staff program implemented for electronic work order requests
- Rachel/Chrome System - Installation of wiring, cabling and startup of system – October/November 2016
- Maintenance Outside Mini Warehouse - Installed a new roof – November 2016
- Kiosk for Inmates Project - Installation of wiring, cabling and startup of Kiosk – November/December 2016
- ADA Wheelchair Replacement - ADA replacement for Gymnasium – January 2017
- Greenhouse - Erected 30'X96' – March 2017
- Infirmary project - \$4.5M construction of 25 bed unit – March 2017
- Maintenance Staff/BTM In House - \$185,000 camera upgrade and installation of NVRs: 60% completed – June 2017
- Boiler Controls - \$185,000 update/replacement project at the Heating Plant – May 2017
- Receiving/Laundry Building - Erected 36'X60' – June 2017
- UW/DOC MRI Research Project (grant funded) - Installed two 28" deep concrete pads, asphalt & electrical for project in Simpson parking lot – June 2017
- BSI Centralize Canteen - Electrical work completed and started operations – June 2017

Business Office

- Processed over 1,750 requests for purchase and purchase orders.
- Processed approximately 3,700 invoices/transactions for payment.
- Processed approximately 320 staff travel vouchers.
- Processed approximately 8,340 disbursements requiring checks to be issued on behalf of inmates.
- Processed almost 34,000 transactions for state collections.
- Receipted over 19,100 money orders/checks for inmates.
- Processed over 906 inmate checks for release.
- Sold over 4,790 photo tokens to visitors.
- Processed 1,720 offender work program assignment placement forms.

Canteen

- Worked closely with BSI and initiated TCI canteen operations by BSI canteen workers.
- Held several fund raising events including: holiday orders, chicken dinner, Cousin Subs, Girl Scout Cookies, and Culver's ice cream sales. Donations totaled \$15,445.

Store

- Received over 1,780 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 2016 CQI plan.
- Audits have led, in several cases, to quality improvement interventions ranging from policy modification to further staff training utilizing best practice guidelines.
- 14 CQI projects were opened and 14 were closed; both categories were reviewed and evaluated by the CQI Council.

Education

- 27 students graduated with GED/HSED.
- 57 Vocational Graduates.
- Two graduation ceremonies were held for all vocational/ academic students.
- Ten female inmates from Taycheedah studied with ten UW-Oshkosh students during the semester long UW-Oshkosh's Inside-Out class during Fiscal 2017.
- 114 students completed Re-entry Modules facilitated by teachers.

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 wellness for the employees and opportunities for staff to work together and to give back to the community. The past year TCI staff donated blood, pajamas, food, and hygiene products to local organizations in Fond du Lac. TCI staff also raised \$157 for Salvation Army, \$189 for Muscular Dystrophy Association (MDA), and \$1,274 for American Cancer Society.

Food Service

- Served over 994,000 meals while maintaining an average cost of \$0.84 per meal (\$831,265.07).
- 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 43 turkeys furnished by the Immanuel Trinity Lutheran Church for their community Thanksgiving Meal. Also, the Fond du Lac Christmas Committee furnished 14 turkeys for the inmate workers to roast and prepare for their Fond du Lac Community Christmas Dinner in 2016.
- With supervision by the Food service Administrator, seven 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 fruits, vegetables, and dry herbs/spices. These consisted of:

Beets	Snow Peas	Zucchini	Parsley
Cabbage	Green Peppers	Tomatoes	Cilantro
Carrots	Hot Peppers	Watermelon	Garlic
Cucumbers	Pumpkins	Basil	Rosemary
Eggplant	Radishes	Chives	Sage
Green Beans	Spinach	Dill	Scallion
Lettuce	Winter Squash	Oregano	
Okra	Summer Squash	Thyme	

- A total of 15962.70 pounds of fruits, vegetables and herbs were harvested from the seven gardens. A profit of just under \$500 was made from sales of vegetable and flower plants to staff.
- TCI purchased a 30' x 96' Gothic Solar Star Greenhouse totaling 2880' of growing space which was constructed in the spring of 2017. This heated structure will replace the 2 smaller hobby greenhouses and the Kiddy Corner building that was used previously for seed starting through the winter and spring months.

Health Services Unit (HSU)

- Completed over 47,965 on-site healthcare appointments and sick calls (MD, NP, or RN). (Decrease in number due to no longer including medication pass as an appointment).
- Responded to and provided urgent and emergent care on 1,170 occasions.
- Physicians and Nurse Practitioners performed over 879 new intake physical exams. (Increase due to the number of new intakes).
- Dispensed over 87,823 dictation prescriptions.
- Processed over 4,818 labs.
- Performed 238 onsite x-rays.
- Performed 145 on-site ultrasounds.
- Completed 516 on-site optometry examinations.
- Arranged and completed over 2,118 offsite specialty clinic visits.
- Provided nearly 186 onsite digital mammograms.
- Dental department performed nearly 2,747 dental exams and treatments.
- Dental hygienist completed over 289 routine cleanings.

Human Resources (HR)

- Human Resources personnel provide services to the following employees in WWCS ⁱⁱⁱ:

- TCI employs 396 staff.
- MWCC employs 25 staff.
- REECC employs 135 staff.
- Total employees = 556.

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 FY17 was 1,100 compared to 1,069 total complaints in FY16.
- Complaints returned to inmates for not meeting Administrative Code 310 specifications for filing totaled 856 for FY17.

Monarch Special Management Unit (MSMU)

- 22 inmates graduated The Strength Program (Dual Diagnosis).
- MSMU continues to take referrals of inmates that have physical needs. These inmates are provided services by the Recreation Therapist.
- MSMU continues to offer at least ten hours of programming to each inmate. Several Evidence-Based Programs and treatment modalities have been added as program offerings for the MSMU inmates such as: Seeking Safety, Moving On and Trauma Recovery and Empowerment (TREM), 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 a personal Treatment Plan developed with individualized 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

- No CQI project was completed during this fiscal year. However, two projects were completed earlier in 2016, and two shall be completed later in 2017.
- These were an audit of the incorporation of psychiatric diagnoses onto the medical record's problem list and the use of informed consent documentation for psychotropic medications.

Psychiatric Service Components:

- New Intakes Seen 376
- Emergent/Urgent Visits 39
- Total Clinic Visits 5537 (this is an increase of more than 10% over last year)

The Psychiatry Supervisor position was filled for WWCS. Psychiatry Services is fully staffed at the close of the fiscal year.

Psychological Services Unit (PSU)

- Over 892 clinical intake interviews were completed.
- Over 12,954 documented clinical contacts.
- More than 679 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.
- Re-establishment of Act 28 Certain Earned Release procedure.

Security

- All Security staff received annual training during a one day training block. Training in the spring consisted of Weapons 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).
- 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:

Lisa Reible, Corrections Program Supervisor
(920) 929-3893

LIMITED ENGLISH PROFICIENCY (LEP)

Primary Coordinator:

Gary Grueter, Education Director
(920) 929-3897

Backup Coordinator:

Lisa Reible, Corrections Program Supervisor
(920) 929-3893

PRISON RAPE ELIMINATION ACT (PREA)

Primary Coordinator:

Jon Noble, Security Director
(920) 929-3822

Backup Coordinator:

Jason Dogs, Security Supervisor 2
(920) 929-3813

A PREA audit was completed on 05/07/17 at TCI conducted by Rose Beteck from Maryland.

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
- Dental Laboratory Technician 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 2,174 haircuts and 399 other services such as colors and perms on other inmates at Taycheedah during this reporting period.

Dental Laboratory Technician: Graduates of the Dental Laboratory Technician Program produced and repaired 453 dental prosthetics, worth \$10,723, for inmates housed in fifteen different DOC institutions and centers during this reporting period.

HARRIS HALL COMMUNITY SERVICES

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 200 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 12,480 inmate hours were worked in FY17. The program consistently donates to 30 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 one HSU Manager and two HSU Assistant Managers; one of whom has an education focus. They provide management of HSU staff and health care services administration. 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; TCI will be up for renewal NCCHC accreditation this September 2017. Currently, HSU remains accredited by The National Commission on Correctional Health Care (NCCHC) and six HSU staff members are Certified Correction Health Professions (CCHP). Development of the Electronic Medical Record with Cerner is planned, with implementation date of December 2017. Currently construction is under way for the new TCI infirmary that is tentatively due to open January 2018.

INITIAL CLASSIFICATION

Initial Classification, formally known as the Assessment and Evaluation (A&E) Unit, 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. 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 FY17, TCI received and processed 1,956 inmate complaints. This total includes accepted and returned complaints.

COMPLAINT CATEGORY	NUMBER OF ACCEPTED COMPLAINTS
01 – STAFF	130
02 – CORRESPONDENCE	17
03 – DISCIPLINE	114
04 – MEDICAL	200
05 – PAROLE	1
06 – PERSONAL PHYSICAL CONDITIONS	45
07 – PROPERTY	192
08 – RULES	6
09 – RELIGION	2
10 – WORK AND SCHOOL PROGRAMS	48
11 – VISITING	41
12 – OTHER	104
13 – FOOD	9
14 – CLASSIFICATION	11
15 – COMPLAINT REVIEW SYSTEM	9
16 – DISCRIMINATION	1
17 – INMATE ACCOUNTS	98
18 – BCE	0
19 – HIPPA/BREECH OF CONF. HEALTH INFO	10
20 – STAFF SEXUAL MISCONDUCT	6
21 – INMATE SEXUAL MISCONDUCT	13
22 – DENTAL	8
24 – STAFF MISCONDUCT	18
25 – PSYCHOLOGY	10
26 – PSYCHIATRY	7
TOTAL ACCEPTED COMPLAINTS:	1100

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 91.5% of inmates housed at TCI are identified as having some form of mental illness. Approximately 38% 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. Slightly more than 62% of inmates are diagnosed with less significant mental health needs including anxiety disorders, adjustment disorders, and less disturbing mood disorders. Seventy six percent of the inmates at TCI are prescribed psychotropic medications. (Percentages based on August 2017 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				
	TCI	MWCC	REECC	TOTAL
TOTAL	302	112	386	800

TRANSFERS					
	TCI	MWCC	REECC	WRC	TOTAL
IN	119	146	552	67	884
OUT	705	30	101	41	877

TCI ADMISSIONS	
ATR	27
DCC	4
NEW	318
VOP	325
ESV	199
MRV	19
PV	6
TOTAL	898

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 provide a feeling of meditation and self-help, in which the 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 FY17, total recreation activities attendance averaged 2,987 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, and Protestant services. In addition to worship services, 15 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 6/30/2017 reflected the following religious preferences:

- Catholic = 13%
- Eastern Religions = 3%
- Humanist/Atheist/Agnostic = 1%
- Islam = 4%
- Jewish= 0.3%
- Native American= 7%
- No Preference = 1%
- Other = 0.3%
- Pagan = 5%
- Protestant = 65%

In FY17, 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 724 major conduct reports and 2452 minor conduct reports, in addition to 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 17, 11,406 visits and 19,384 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 AODA programming.

Inmates also have the opportunity to participate in Homestead Visits during the course of the year. On these 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. These visits are coordinated by social workers and teachers.

Inmates are also encouraged to participate in letter writing workshops to produce an apology letter to the victims of their crimes, which 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 about ways to positively re-enter their communities.

SUBSTANCE USE DISORDER PROGRAMS

TCI offers two substance use disorder programs specifically developed for women in recovery. Both programs work towards empowering women to make healthier life choices and remain abstinent from alcohol and drugs.

The Residential program is a 16 week inpatient program staffed by four Treatment Specialists, a Psychologist and a Corrections Program Supervisor. The Dual Diagnosis program is a 24 week program designed for women with co-occurring substance use and mental health disorders. It is staffed by a Social Worker/Substance Use Disorder Counselor and a Psychologist. Both programs offer gender-responsive, evidence based treatment programs such as: Helping Women Recover and Seeking Safety (Substance Use and Trauma treatment), Moving On (Cognitive Behavioral Treatment), Connections (Shame Resiliency), and Beyond Violence (Emotion Regulation). The Dual Diagnosis program has additional mental health interventions such as Dialectical Behavioral Therapy (DBT) and weekly individual counseling sessions with a psychologist. All women in both programs work with their substance abuse counselor to develop an individualized treatment plan to address the concerns related to their substance abuse that are unique to their own relapse patterns.

MILWAUKEE WOMEN'S CORRECTIONAL CENTER

615 West Keefe Avenue

Milwaukee, WI 53212

(414) 267-6101

Superintendent Pamela Zank



INTERESTING FACTS

Opened in:	2003
Number of Acres:	1 acre
Center Security Level:	Minimum & Minimum-Community Custody
Bed Capacity:	100
Current Population:	103 (as of 6/30/17)
Total Staff:	25

ACCOMPLISHMENTS

Buildings & Grounds

- Collaboration with TCI & REECC maintaining the center and resolving maintenance issues.
- New Maintenance staff member hired.
- Replaced old incandescent lighting on outside of building with new higher LED lighting.
- Several painting projects completed to enhance the appearance of the center.
- Perimeter Security Upgrade Project - \$500,000 project has been approved; A/E started design – May 2017.
- New Emergency Power Generator - \$35,000 small project completed – July/August 2016

Business Functions

- Implemented Canteen Kiosk - touch screen operated ordering for inmate canteen.

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

- Committee sponsored donations of mittens, hats, gloves, blankets and knitted animal puppets to Children’s Hospital, Project Return and The Bradley Senior Center.
- 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: 42
- Complaints returned: 27

Personnel

- Provided First Aid, CPR/AED and Suicide Prevention training to non-security staff.
- Training for social services staff for new programs and initiatives.

Psychological Services

- Psychiatrist is on site four times monthly to prescribe and monitor medications.
- Current staffing of one 50% LTE psychological staff is provided weekly at the facility.

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 – 16; Minor – 178; Appeals - 1

Social Services

- Re-entry programming is an important component of inmate’s curriculum.
- Team Teal 365 provides presentation to inmates regarding empowerment and overcoming victimization.
- Converted 10 general population beds to Earned Release Program (ERP) beds and began a Low Risk ERP group.

Special Events

Many special events are hosted each year by a wide variety of volunteers and services for the inmates. A sample of the special events during FY17 includes:

- My Sista’s Keeper
- Project Smiles
- Job Resource Fair
- “Working Women Can Succeed” professional fashion show
- Fitness Fun Day

- Team Teal events
- Drum circle
- Yoga
- Therapy dog visits
- Birds of Prey presentation
- “Biggest Loser” contest

CONTACT COORDINATORS FOR MAJOR INITIATIVES

AMERICANS WITH DISABILITIES ACT (ADA)

Primary Coordinator:
Jacqueline McRae, Corrections Program Supervisor
(414) 267-6103

Backup Coordinator:
Pamela Zank, 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:
Pamela Zank, Corrections Superintendent
(414) 267-6102

LIMITED ENGLISH PROFICIENCY (LEP)

Primary Coordinator:
Jacqueline McRae, Corrections Program Supervisor
(414) 267-6103

Backup Coordinator:
Pamela Zank, Corrections Superintendent
(414) 267-6102

PRISON RAPE ELIMINATION ACT (PREA)

Primary Coordinator:
Pamela Zank, 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

ASHA (a KiSwahili and Indian word meaning “Life” and “Hope) Family Services

Sister Circle members will learn, problem-solving and explore issues including past histories of domestic abuse and sexual assault victimization; substance abuse addictions, grief and anger as well as family issues via spiritual and cognitive-based intervention and peer support counseling. Sister Circle group members use each other as a source of positive support and encouragement during their time of incarceration.

Earned Release Program (ERP)

ERP is a five month moderate/high risk Cognitive Based Intervention Substance Abuse Program. During FY17, 38 of the 40 enrolled inmates successfully completed the program. ERP

consists of the following components:

- CIBSA
- Moving On
- Anger Management
- Parenting
- Seeking Safety
- Connections
- Epictetus
- Relationships
- Advanced Social Skills

Education

- Tutoring (Inmate volunteer tutors)
- GED/HSED Preparation
- UW Platteville Correspondence Courses
- Blackstone Career Institute Correspondence Courses
- Financial Literacy
- Equal Employment Opportunities Commission

Education Release Program

Working with MATC and WRTP to provide educational opportunities and job skills for inmates

- Inmates received a certificate for participation in a Culinary Arts program.
- WRTP/Big Step – apprenticeship programs

Work Release

- The purpose of the Work Release Program is to successfully reintegrate inmates into the society by helping them develop job skills, positive work ethics and self-sufficiency skills.
- Ability to pay child support, restitution and other court ordered obligations.
- Prepares for release by saving money.
- Becomes a tax paying member of the community.
- Work Release Program employs between 20 to 40 inmates working in different capacities throughout the nearby communities. These jobs are in various fields, such as industrial, food service, hair care and customer service.

RESTORATIVE JUSTICE

Community Services Projects:

FY17 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 FY17, our inmates completed more than 1,500 hours of community service.

FY17 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”
 - Sorted, prepared, and set up for the “Christmas Feast”
 - Filled backpacks for the “Backpack Program”

- Sorted, prepare, and set up for the “Christmas Toy Program.”
- Set up for Salvation Army banquet
- 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.

VOLUNTEERS

Alcoholics Anonymous
 Amazing Grace Prison Outreach
 Asha Social Services
 Dominican Center
 Drug-Out Spiritual Support Group
 East Brook Church
 Faith at Work
 Greater New Birth
 Holy Cathedral Church

Holy Temple First Born Church
 Holy Redeemer
 Horizon Healthcare
 Narcotic’s Anonymous (NA)
 Park Lawn Church
 Project Return
 St. Marks A.M.E.
 St. Martin DePorre
 Word Center

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:	486 (as of 6/30/17)
Total Staff:	135

ACCOMPLISHMENTS

Buildings & Grounds

- Outside inmate grounds crew mowed 27+ acres and maintained four large vegetable gardens consisting of tomatoes, green peppers, onions, cucumbers, squash and cantaloupe. Inmates learned how to plant, care for and harvest produce. The harvested produce was utilized in food service in preparation of meals. The inmate work crew maintained grounds and up keep of the flower beds.
- 2nd Phase Inmate Showers Remodel - \$140,000 project completed – October 2016
- Kiosk for Inmates - Install wiring, cabling and startup of Kiosk – November/December 2016
- Southern Wisconsin Center (DHS) and REECC (DOC) participated in joint Arc Flash Study project to identify any electrical hazards; 90% completed – June 2017
- Started inmate photo token program.
- New direct digital controls and energy management system installed for heating, ventilation, and air conditioning.
- Completed 1,339 work orders:
 - Facilities Repairs – 822
 - Mechanical/HVAC – 118
 - Plumbing – 223
 - Electrical/Electronic – 176

Education

- 77 HSED components completed.
- Averaged 48 GED/HSED students per month, with a total of 574 students enrolled during the year, with three HSED teachers.
- 13 GED students received their diplomas.

- 5 HSED students receive their diplomas.
- Yearly Total of:
 - Title 1 Students: 39
 - SPED Students: 15
- Averaged 27 vocational students per month with one vocational instructor.
- 391 vocational credits received; 28 vocational graduates.
- 251 inmates participated in Thinking For a Change; 185 completed this program.
- 34 participated in ABE Programming and 20 completed this program.

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.
- Organized fund raisers each month with staff for Correctional Employee Week. Purchased food and prizes for employees.

Food Service

- Served 506,521 meals in FY17 at an average cost of \$.79 per meal.
- The garden program produced 4671 lbs. of various fruits and vegetables.
- Added one more garden plot for a pumpkin patch.
- The three greenhouses and indoor garden center for seed starting we have the capability to grow over 200 flats of vegetables and/or flowers at one time, which could mean up to 8,000 individual plants.

Health Services Unit (HSU)

- Completed over 13,127 on-site healthcare appointments and sick calls (MD, NP, or RN).
- Responded to and provided urgent and emergent care on 252 occasions.
- Physicians and Nurse Practitioners performed 582 transfer physical exams.
- Processed 3,315 labs.
- Arranged and completed over 1,274 offsite specialty clinic visits.
- Provided 80 onsite digital mammograms.
- Dentist performed 975 dental exams and treatments.
- Dental hygienist completed over 493 hygiene procedures.

Inmate Complaints

- Complaints accepted and processed: 596
- Complaints returned: 2

Security

- Provided training to all staff on Principles of Subject Control (POSC), CPR/AED, WICS, Conduct Report Writing, Report Writing, and Suicide Prevention.
- Attended training on PREA, Security Threat Groups, and Incident Command System.
- Unit D opened housing 84 ERP inmates.
- Conducted several volunteer orientation training sessions.
- Conduct Reports – Totals: Major – 46; Minor – 382

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

**COMPAS – (Correctional Offender
Management Profiling for Alternative
Sanctions) - A risk and needs
assessment system**

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

Backup Coordinator:
Anthony Billman, Social Worker
(262) 878-6023

LIMITED ENGLISH PROFICIENCY (LEP)

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

**PRISON RAPE ELIMINATION ACT
(PREA)**

Primary Coordinator:
Michelle Hoffman, Corrections
Superintendent
(262) 878-6010

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

Program	Number of Participants	Number of Program Completions
Anger Management	14	11
CGIP T4C (GP)	251	185

Moving On	12	7
Parenting (GP)	26	19
Violence in Relationships	22	19
Earned Release Program (ERP)	193	150
ATR Program "A Look Inside"	44	44

Treatment Programs

"A Look Inside" is a 90 day Alternative to Revocation (ATR) program that uses a multi-faced approach to help participants gain insight into one's own destructive behaviors and promote positive life skill void of criminal activity.

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. In the past year, an average number of 48 inmates were on daily work release placement in the community. 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. 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 FY17, an average of eight women per day for 30 minutes to an hour participated in cutting coupons. The American Legion Auxiliary estimates that \$3,000,000 in coupons has helped service members within the last year.

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

ACRONYMS

A&E – Assessment and Evaluation	MSDF – Milwaukee Secure Detention Facility
ABE – Adult Basic Education	MSMU – Monarch Special Management Unit
ADA – Americans with Disabilities Act	MWCC – Milwaukee Women’s Correctional Center
AED - Automated External Defibrillator	NA – Narcotics Anonymous
AODA – Alcohol and Other Drug Addiction	NCCHC - The National Commission on Correctional Health Care
APA - American Psychological Associate	NEW – New Admission (New Prison Sentence)
ATR – Alternative to Revocation	NP – Nurse Practitioner
BHS – Bureau of Health Services	NVR – Network Video Recorder
BOCM - Bureau of Offender Classification and Movement	POSC - Principles of Subject Control
BSI – Badger State Industries	PREA – Prison Rape Elimination Act
BTM – Bureau of Technology Management	PSU – Psychological Services Unit
CBISA - Cognitive Based Intervention Substance Abuse	PV – Parole Violator
CCHP - Certified Correction Health Professions	RACRB - The Racine Area Community Relations Board
COMPAS – Correctional Offender Management Profiling for Alternative Sanctions	RCI – Racine Correctional Institution
CPR - Cardiopulmonary Resuscitation	REECC – Robert E. Ellsworth Correctional Center
CQI – Continuous Quality Improvement	RN – Nurse Clinician
DBT - Dialectical Behavioral Therapy	RYOCF – Racine Youth Offender Correctional Facility
DCC – Department of Community Corrections	SPED – Special Education
DHS – Department of Health Services	TCI – Taycheedah Correctional Institution
DNA - Deoxyribonucleic Acid	TIC – Trauma Informed Care
DOC – Department of Corrections	TREM - Trauma Recovery and Empowerment
ERP – Earned Release Program	VOP – Violation of Probation
ESP – Employee Services Program	VWS – Victim Witness Surcharge
ESV – Extended Supervision Violator	WCI – Waupun Correctional Institution
GED – General Equivalency Diploma	WICS – Wisconsin Integrated Corrections System
HSED - High School Equivalency Degree	WRC – Wisconsin Resource Center
HSU –Health Services Unit	WRNA – Women’s Risk Needs Assessment
ICE – Inmate Complaint Examiner	WRTP – Wisconsin Regional Training Partnership
ICRS – Inmate Complaint Review System	WWCS – Wisconsin Women’s Correctional System
KCC – Kenosha Correctional Center	
LEP – Limited English Proficiency	
LTE – Limited Term Employee	
MATC – Milwaukee Area Technical College	
MD – Medical Doctor	
MPTC – Moraine Park Technical College	
MRV – Mandatory Release Violator	