



COLORADO

Department of Corrections

STERLING CORRECTIONAL FACILITY

MANAGEMENT PLAN/QUARTERLY REPORT

FISCAL YEAR

2022-2023

QUARTER: []1ST []2ND []3RD [X]4TH

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EXECUTIVE SUMMARY

Mission Statement

To protect the citizens of Colorado by holding offenders accountable and engaging them in opportunities to make positive behavioral changes and become law-abiding productive citizens.

Sterling Correctional Facility (SCF) is located in the northeast corner of Colorado, approximately 120 miles northeast of Denver. The facility covers 100 acres of the 765-acre site. The interior perimeter covers 80 acres. The 1.25-mile stun/lethal fence is the first perimeter of this type in the state. The facility officially opened in June of 1999.

SCF is a Level V Multi-Custody Facility, with a current operational capacity of 2088.

EAST

The T North and T South area of the facility consists of 11 dormitory-style, metal buildings designed to house minimum and minimum restricted offenders. Current operational capacity is 696 as Units 21, 22 and 36 are shuttered. Living Unit 25 houses the 80-bed G.P. (General Population) 16-bed O.U.R (Organized Upon Recovery) House Therapeutic Community. Living Unit 32 houses the 100-bed general population and Veteran's program. Living Unit 34 and 35 houses the Honor Unit Program.

WEST

The four living units in the North and South areas are prefabricated, concrete buildings that are designed to house primarily medium custody offenders. Living Units 1-4 each have a capacity of 300. Current operational capacity is 1200.

Living Unit 1: Houses three pods of incentive offenders. These offenders work in CI assignments, Food Service, and other facility assignments.

Living Unit 2: This unit houses general population/medium custody offenders; most are assigned to programs.

Living Unit 3: This unit houses general population medium offenders; most are assigned to programs.

Living Unit 4: This unit houses medium custody general population offenders. A pod houses Food Service offender, B pod houses new arrival and mentor offenders, and C pod is the purpose forward pod.

RESTRICTIVE HOUSING

Living Unit 5: Houses offenders who have been removed from population for the safety of the inmate as well as the safety of DOC employees, contract workers, volunteers, visitors, or the security of the facility. This unit also houses offenders serving restrictive housing sanctions following a COPD conviction and pending reclassification. LU 5 has a capacity of 96 offenders.

Management Control Unit-Comprehensive Unit

A. Living Units 6, 7, 8: These units house Close Custody offenders with Management Control Comprehensive status. Each unit houses 64 offenders for a total of 192.

FACILITY DESCRIPTION

| FACILITY | STERLING CORRECTIONAL FACILITY |
|--|---|
| Offender Custody Level/Mix Number of Offenders - 2088 | Close Custody MCC - 192 Medium - 1200 Minimum/Minimum Restricted - 696 |
| Physical Plant | SCF is the largest correctional facility in the state. The facility has a stun/lethal perimeter fence. |
| Special Needs Offenders | Medical -3 or higher 35% Drug and Alcohol -3 or higher 67% Mental Health- 3 or higher 36% Developmentally Disabled Offenders- 3 or higher 2% Total ADA offenders 10% |
| Offender Assignments | Food Service, Maintenance, General Library, Clerks, Housekeeping, Porters, Recreation, Mental Health Peer Assistants, and Offender Care Aids. |
| Industries | Saddle Shop Canine |
| Academic/Vocational | Workers Specialized Population Education (ABE I, ABE II, ESL, PRE-GED, GED, Special Education, Pre-Release), Carpentry, Culinary Arts, Parents on a Mission, Customer Service, Welding, Voc. Foundations, Computers, CIS, Custodial, IT Essentials, Personal Achievement AAA and post-secondary opportunities. Provides all levels of academic programming based on TABE scores and needs as identified in case planning, providing vocational education opportunities to allow the opportunity to gain marketable skills. Management Control Comprehensive Programming: GED, PRE-GED, Specialized Curriculum and Cognitive Programming. |
| Clinical Services/Treatment | Medical - General Dental Vision Mental Health to include groups Psychiatric Care Anger Management Dialectical Behavioral Therapy Drug and Alcohol Therapeutic Community (includes Aftercare and Transition) |
| Actual Unassigned | 976 # assigned 20 Offenders OTC/OTM unassigned status 238 Offenders in Restrictive Housing 0 Unassignable status |
| Food Service | Satellite feeding to approximately 288 offenders Full service food production Medical and Religious Diets |
| Laundry | Provides laundry services and delivery to 2088 offenders |
| Community Labor | Community Labor is not active at this time |

GOALS AND STRATEGIES

(Established at the beginning of the fiscal year. Items should remain on the list throughout the year. If completed, document as such under status. New items may be added with appropriate dates.) Goals and Strategies: A table listing measurable performance goals and strategies. Each goal has strategies that are action steps to improve a specific portion of a facility or subprogram. Goals and strategies must have a specific outcome, must be measurable, and include a time frame for completion. Sources are the performance plan, subprogram, and/or facility goals and strategies. An update of goals and strategies are documented quarterly. Goals and strategies are retained in this section until the end of each fiscal year. New goals or strategies may be added at any time during the year.

| Goal # | Action Step | Strategies | Priority | Lead Person | Start Date | End Date | Resources Required Contingency Yes/No | Status |
|---|-------------|---|----------|---------------------------------|------------|----------|---------------------------------------|--|
| 1 | | Enhance facility safety and security. | High | Sterling Correctional Community | 07/01/22 | 06/30/23 | N | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 1.1 | Monitor and identify reportable incident trends. | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 1.2 | Track offender/staff dynamic interactions. *Joint training *Token economy *Offender led programs *Chronological entries | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| First Quarter | | | | | | | | |
| July | | | | | | | | |
| <ul style="list-style-type: none"> • SCF celebrated the graduation of Matthew Thompson 184433 and William Daniels 170519 with their Associate of Science Degrees from Trinidad State College. Both graduated summa cum laude. Leah Burrows, DOC Associate Director Education; Daniel Thompson, William Daniels, and LiAnn Richardson, Division Chair for Prison Education at Trinidad State College were in attendance along with approximately 22 SCF residents. • Unit 4 conducts resident led in house programs. For the month of July Unit 4 B pod had 3 programs. Unit 4 C pod had 8 programs for a total of | | | | | | | | |

11 Offender Led / Mentor programs

August

- 8/1- A memorial was held for [REDACTED] at 1:00 PM in West Programs.
- Unit 4 conducts resident led in house programs. For the month of August Unit 4 B pod had 4 programs. Unit 4 C pod had 11 programs for a total of 15 Offender Led / Mentor programs

September

- 9/2/2022 - Journey Church out of Greeley, Colorado provided and served meals for all staff.
- Unit 4 conducts resident led in house programs. For the month of September Unit 4 B pod had 6 programs. Unit 4 C pod had 13 programs for a total of 19 Offender Led / Mentor programs.

Second Quarter

October-

- 10/28- Defining Your Standards graduation held in Unit 32. This is an in-unit program conducted by the residents.
- 10/20- Captain Mitchell provided a tour for Kimberly Owens to view the Re-Imagine program.

November -

11/1/2022- P.R.I.N. Advisory meeting with state and national board members.

The *Friends of the Sterling Public Library* and *Books on the Inside* have contributed used books to be distributed in the units for unit libraries. Residents can share the books much like personal bookshelves in our houses.

11/9/2022 Reimagine Graduation Ceremony in Living Unit 2 A-Pod.

11/11/2022- 8:00 AM Color Guard presentation of the flag at 8am to honor our Veterans.

11/11/2022- Veterans on the SW Yard hosted a CrossFit competition.

December -

- 12/13/2022- A PRIN meeting was held through Google Meets with Professor Lin.

Third Quarter

February-

- 2/8/2023- Completed an IAP comprehensive search in living unit 4 that incorporated all of management team including Associate Wardens, Special Teams from our Denver facility, and Special Teams from our Limon facility.
- 2/21/2023-2/22/2023- Associate Warden Dorcey and several managers participated in PRIN based collaborative circles that included 16 staff members of various ranks and job functions from throughout the facility.

March-

- 3/13/2023- Restorative Circle meeting was held.

Fourth Quarter

April-

- 4/13/2023- Major Raff and Associate Warden Dorcey participated in a parole In-Reach call.
- 4/20/2023- Associate Warden Rios and Major Raff completed graveyard rounds.
- 4/24/2023- SCF Special Teams staff assisted LCF staff in completing a unit search.

May-

- 5/4/2023- Associate Warden Reaux and Gates-Fouse from Denver traveled to Sterling to visiting with Associate Warden Dorcey and Rios.
- 5/5/2023- Rebels Redemption provided pizza for all staff on shift.
- 5/5/2023- Amanda Clausen visited from HQ with Melinda Saffer and offender peer mentor group.
- 5/6/2023- AW Dorcey, Major Leech and Major Piel came to the facility to check on Visitor interdiction by OIG and special teams and to thank guests for coming. 41 vehicles were searched.
- 5/10/2023- Major MacIntosh and Associate Warden Dorcey attended a PRIN meeting.
- 5/19/2023- We had 5 staff complete ERT Training. Major Piel went to Canon City for the ceremony to support our staff.
- 5/29/2023- Memorial Day Presentation by VFW on the West Side.
- 5/30/2023- Ashley Hamilton came to present the If Light movie to the offenders who were in the play/movie
- 5/31/2023- Viper Memorial Day presentation.
- 5/31/2023- In-Reach event for East side residents.

June-

- 6/5/2023- In-Reach event held.
- 6/12 - 6/14/2023- Major Piel, Lt. Smart, Lt. Aucoin, Lt. Book, Lt. Luyando and Lt. Rodriguez attended the S.T.I.N.G. Conference in Loveland.
- 6/21 - 6/22/2023- Peer training involving staff and resident population.
- 6/22/2023- Restore In-Reach event held.

SCF MEASURES

| | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | YTD |
|--------------------------------|------|------|-----|------|------|------|------|------|------|------|------|------|-------|
| Number of dynamic Interactions | 1895 | 2329 | 853 | 2642 | 1797 | 1505 | 4602 | 4423 | 3540 | 2945 | 2252 | 2108 | 35764 |

Priority Guidelines

1. Urgent - Impacts major DOC systems and carries a sense of urgency with management.
2. High - Has a high impact on DOC systems and will result in improvements in efficiency, effectiveness, or personnel morale.
3. Medium - Will have a moderate impact on system efficiency and effectiveness.
4. Low - Would be valuable to Department but could be delayed for higher priority issues.

| Goal # | Action Step | Strategies | Priority | Lead Person | Start Date | End Date | Resources Required Contingency Yes/No | Status |
|--------|-------------|--|----------|----------------|------------|----------|---|--|
| 2 | | Increase the number of incarcerated people | High | SCF Management | 07/01/22 | 06/30/23 | N | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing |

| | | | | | | | | | |
|--|-----|--|--|------|--|--|--|--|--|
| | | accessing virtual programming. | | Team | | | | | 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 2.1 | Number of offenders participating in telemedicine. | | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 2.2 | Increase virtual college opportunities. | | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |

First Quarter

July

- 11 students completed CTE courses this month.
- SCF has 10 PELL students enrolled and 20 students in other college courses.

August

- 2 students attained their GEDs.
- SCF has 10 PELL students enrolled and 29 students in other college courses.

September

- 2 students attained their GEDs.
- 4 students completed CTE courses.
- SCF has 11 PELL students and 23 students in other college course.

Second Quarter

November -

- 11/21/2022 - Dr. Stephen Hartnett and Professor Meghan Cosgrove from Colorado University in Denver visited the facility to talk to the 11 students enrolled in their college classes.
- 11/4/2022- LiAnn Richardson, Trinidad State College Prison Program Coordinator visited college students at the facility for her regular semester check-in.

December

- 12/8/2022- Four students received program certificates from Regis University. A ceremony was held at 2:00pm with two college professors in attendance and five family members attending virtually. Six SCF staff were also in attendance.
- 12/16/2022- Eleven students received program certificates from Denver-CU. A ceremony was held at 1:00 PM. In addition to the graduates, four CU professors, multiple DOC staff and 17 family members (via video link) were in attendance. Teacher I Armstrong, Liaison II West, Teacher II Saffer and Major Reyes coordinated and attend the event.

Third Quarter

February

- 2/6/2023- Religious programs resumed and indoor recreation opened back up.

March

- 3/14/2023- Re-Imagine graduation held in Southwest Visiting. Approximately 70 family members were able to attend virtually.

Fourth Quarter

April-

- 4/6/2023- Melody Parker, Pearson Vie testing Administrator for the Department, was at the facility to observe GED testing and to certify Jill West as a test proctor.

May-

- 5/29/2023 -Trinidad State Junior College’s summer session began.

June-

- 6/8/2023- Major Reyes, Teacher II Saffer and Teacher I West had a meeting with Phil Gomez, Education OIT, to discuss the Google Platform that will be utilized for all college students in the PELL program.

SCF MEASURES

| | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | YTD |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Number of offenders utilizing telemedicine program | 13 | 27 | 28 | 121 | 123 | 92 | 19 | 18 | 27 | 7 | 47 | 7 | 529 |
| Number of students enrolled. | 43 | 53 | 47 | 22 | 22 | 22 | 20 | 25 | 22 | 32 | 32 | 24 | 364 |

| Goal # | Action Step | Strategies | Priority | Lead Person | Start Date | End Date | Resources Required Contingency Yes/No | Status |
|--------|-------------|---|----------|--------------------------------|------------|----------|---------------------------------------|--|
| 3 | | Assess staff culture within SCF and decrease staff turnover rate. | High | Management team and line staff | 07/01/22 | 06/30/23 | N | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 3.1 | Solicit information/suggestions to be reviewed monthly | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |

| | | | | | | | | |
|--|-----|--|--|--|--|--|--|--|
| | 3.2 | Develop and implement strategies to decrease turnover rate; increase retention * Recruitment efforts * Promotional Readiness * Staff appreciation * Community attributes * Improve the Field training officer program * Flex scheduling options * Trauma response related efforts | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
|--|-----|--|--|--|--|--|--|--|

First Quarter

July

- 7/11 - HR hosted a Fast Track Hiring Event at Sterling Correctional Facility.
- 7/22, 7/23 and 7/24 - SCF residents presented If Light Closed Its Eyes to Members of the Public, Government officials, family members and DOC employees.

August

- 8/2 - All-facility meetings were held at 10:45 AM and 7:30 PM to discuss the SCF staffing crisis and its effect on operations.
- 8/18 - SCF Managers and Captains provided training to newly promoted Lieutenants.
- 8/17 - HR hosted a Fast Track Hiring event at Sterling Correctional Facility.
- 8/29 - Management team met with Hope Wisneski, Shannon Sliva and Jeff Lin from the University of Denver. The group worked on strategies for moving forward based on the PRIN climate survey and data walk.

September

- 9/2 - Journey Church out of Greely, Colorado provided and served meals for all staff.
- 9/21 - HR hosted a Fast Track Hiring Event at Sterling Correctional Facility.

Second Quarter

October

- 10/10 - Jen Griebel, Kenneth Green, Sheila Fossecco, and Felicia Sais from the Labor Relations Unit toured the facility and met with staff.
- 10/13 - Walgreens provided Flu vaccines and COVID boosters to employees.
- 10/25- Visiting from Everside Health to talk about benefits and answer questions about their services.
- 10/26- Vitalant held a Blood Drive for SCF employees to donate blood and a meal was provided by Employee Council.

- 10/28- Senator James Coleman and DOC Legislative Liaison Aaron Grecco received a tour of our facility.

November

- 11/21/2022- NIC Staff Training Webinar regarding Trauma Response for all staff. Over 200 staff attended the training.
- 11/3/2022- Fast Track Hiring Event. We made 5 contingent job offers yesterday in Sterling (4 for SCF and 1 for DWCF).

December

- 12/1/2022- SCF had a float in Sterling's Parade of Lights. Flyers were handed out regarding the fast-track hiring events.
- 12/12/2022- Staff Council started giving out gifts to staff for "12 Days of Christmas" starting on Monday, December 12th and concluding Friday, December 23rd. For the first six days, they handed out: breakfast sandwiches, fresh donuts, mini pies, fresh coffee per staff order which included Iced coffee and hot coffee as well as a soda for staff who do not drink coffee. The last six days, staff council provided staff with many more treats to brighten their day. This included: special coffees, cinnamon rolls, candy bars, soda, and bagels with cream cheese or peanut butter.
- 12/21/2022- Staff Council delivered gifts and boxes full of food for a Christmas feast to Help for Abused Partners here in Sterling Colorado for 12 families. The children in each family ranged from 1 to 4 children. Staff was able to provide 4 large gifts per child and a gift for the mothers this year. Staff from all areas of the facility participated in this annual SCF tradition.

Third Quarter

January

- 1/11/2023- Fast Track Hiring event resulting in 8 contingent offers for SCF.
- 1/12/2023- Announced Commute with Enterprise opportunity for DOC employees.

February

- 2/2/2023- Fast Track hiring event, 7 job offers made, 2 additional offers pending.
- 2/14/2023- Staff Council handed out a Valentine popcorn bag and soda's to staff.

March

- 3/15/2023- Employee Council provided a staff appreciation meal. This was served to each post and all staff not working a post by the management team including the Warden and Associate Wardens.
- 3/16/2023- Major Leech and Major Raff reported to SCF on the night shift to oversee an incident and support staff.
- 3/16/2023- Fast Track hiring event, 3 contingent offers were given.
- 3/23/2023- Major MacIntosh arrived at the facility to meet with grave yard shift. This was to educate and answer any questions regarding Vacation and Housing incentive which was emailed to all employees on 3/22/2023.
- 3/27/2023- Coffee Station was set up for staff. Coffee available 24 hours a day for all staff.

Fourth Quarter

April-

- 4/4/2023- The Warden, Associate Wardens and Managers met with 18 new employees during extended orientation to welcome them to SCF and provide information regarding the facility and their respective areas.

- 4/5/2023- Associate Warden Rios met with employees on graves shift.
- 4/6/2023- Associate Warden Dorcey, Major Leech, Dorcey and Piel attended Unconscious Bias training at LCF on April 6 presented by the Franklin Covey Institute.
- 4/7/2023- Major Leech, Captain Richie and Major Piel at the facility after hours to meet with graveyard staff.
- 4/12/2023- Major Raff was present at the facility to meet with night shift staff.
- 4/19/2023- Lt MacIntosh speaks with potential employees at a youth job fair hosted by the Morgan County workforce center. Approximately 600 students attended 25 seniors were contacted. Employment information was shared.
- 4/20/2023- Fast Track Hiring Event. Eight individuals in attendance and five contingent offers were given the same day.
- 4/26/2023- Management staff coordinating appreciation baskets for office administration facility wide.
- 4/21/2023- Major MacIntosh attended a job fair at Cheyenne Highschool. Employment information was shared.

May-

- 5/1 and 5/2/2023- All management staff assisted during the TS Shakedown. Management also provided lunch both days for the staff assisting in the search.
- 5/7 through 5/13/2023- Staff Appreciation week. Management Team, Staff Council members and other supervisory staff assisted with this week's events. This week included a gift basket prize, pancake breakfast, Donuts, family facility tour, Plinko game with prizes, breakfast sandwiches, soda, mini pies, candy bars, award ceremony followed up with cake and social hour in our revamped tunnel.
- 5/9/2023- Major Raff attended a job fair in Julesburg, Colorado for staff recruitment.
- 5/15/2023- First Basic Training Academy held at Sterling Correctional Facility.
- 5/4/2023- Fast Track hiring event produced 3 same-day contingent offers with several others pending.

June-

- 6/1/2023- Guy Edmonds came to SCF to talk with staff about CPOF.
- 6/2/2023- Basic Training Academy graduation. We celebrated 23 graduates today. Families in attendance for graduates.
- 6/15/2023- Fast Track Hiring Event. Offered 5 contingent offers and one pending suitability test.
- Staff was asked to come up with a float idea for the August Logan County Parade. The parade is scheduled for August 5th, 2023
- 6/20/2023- Special Teams Academy graduates recognized during the IAP brief.
- 6/23/2023- Staff recognized for years of service and gifted with personalized plaques or longevity certificates.
- 6/29/2023- Blood drive was canceled by Vitalant due to their nurses call off that morning. Staff Council had prepared a taco bar for all the staff who signed up to donate blood so staff who signed up were able to still enjoy lunch.

| Goal # | Action Step | Strategies | Priority | Lead Person | Start Date | End Date | Resources Required Contingency | Status |
|--------|-------------|------------|----------|-------------|------------|----------|--------------------------------|--------|
|--------|-------------|------------|----------|-------------|------------|----------|--------------------------------|--------|

| | | | | | | | Yes/No | |
|---|-----|---|------|--------------------------------------|----------|----------|--------|--|
| 4 | | Decrease the Recidivism Rate. | High | Line staff/ Community councils | 07/01/22 | 06/30/23 | N | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 4.1 | Mentoring programs for the offender population. | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 4.2 | Restorative Justice Concepts | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |

First Quarter

July

- Rich Marquez and Cory Miskell from the Latino Coalition and Colorado WAGEES were at the facility on Tuesday July 19th to begin our conversation of aligning Milestones and Community Connections program models and workflows (i.e. aligning our strengths, role clarity, process mapping, feedback loops. In the month of July, the Milestone Mentorship Program solidified its partnership with Colorado WAGEES and the Latino Coalition. We worked with these organizations to effectively develop the role of the Community Connections Case Manager and new staff member Jacob Schutz. Milestone will provide additional support to the Community Connections role to prepare residents for a successful transition to community. Additionally, Milestone met with the Community Connections Case Managers at DWCF and FCF to help develop their program and provide uniformity across facilities.
- Living Unit 4: 4B - 3 / 4C - 8 Total 11 Offender Led / Mentor programs
- Take TWO is currently inactive.

August

- 8/1- A memorial was held for Mark Edwards 159177 at 1:00 PM in West Programs.
- Living Unit 4: 4B - 4 / 4C - 11 Total 15 Offender Led / Mentor programs
- Take TWO is currently inactive.

September

- Living Unit 4: 4B - 6 / 4C - 13 Total 19 Offender Led / Mentor programs
- Take TWO is currently inactive.

Second Quarter

October

- 10/11 - Wanda Lousberg Executive Director of Red Sea Crossing Recovery toured SCF with Programs Manager Dorcey.

November

- 11/23/2022 - the Division of Adult Parole R.E.S.T.O.R.E. hosted an event from 8am to 3pm in visiting for 50 offenders.
- 11/21/2022 - Amanda Clausen, DOC Project Coordinator for Prison Programs, came to the facility to talk to the Milestone mentoring group. On 11/22, she along with members of the Colorado Providers Association (COPA), met with [REDACTED] to conduct a certification test.
- 11/16/22 - Community Partners Tour with CPO's Schellenger, Flores, Cook and Schutz.

December -

- 12/6/2022- RENEW meeting with parole, Warden Long, AW Rios and AW Dorcey.
- 12/6/2022- Harbor House meeting with mental health, AW Rios and AW Dorcey.
- 12/8/2022- Peer discussion meeting with state wide staff and HQ.
- 12/21/2022- Harbor Meeting was held with Viper Unit via Google Meet
- 12/21/2022- The Latino Coalition's Community Connection Program held and in-reach event.

Third Quarter

January

- Due to staffing, all programs where closed down. One on One mentoring continued daily.
- 1/9/2023- RESTORE In-Reach program.
- 1/31/2023- WAGEES CCP meeting.

February-

- 1 CCP Function held contacting 70 offenders.
- 2/6/2023- Reentry event held.
- 2/9/2023- In-Reach event with 10 offenders in attendance.
- 2/21-22/23 - Restorative communication circles were held with staff participants and Kathleen McGoey as the facilitator to address communication around the PRIN data walk and survey results.
- 2/23/2023- In-Reach event with 10 offenders in attendance.
- 2/28/2023- In-Reach event with 117 offenders in attendance.

March-

- RESTORE In-Reach events held on March 2nd, 8th, and 28th. Total of 84 offenders in attendance.
- 3/13/2023- Restorative Circle meeting was held.

Fourth Quarter

April-

- 4/3/2023- In-Reach event held for CCP. All 24 partners where able to attend and participate. 70 residents where invited and 53 chose to participate.
- 4/14/2023- The President of North Eastern Junior College, Mike White, picked up completed are work from our residents and dropped off more blank canvases.
- 4/14/2023- Geraldine Rimpley, James Sheridan, Michael Stevens from the VFW with the company of Captain Carol Thomas held an event for 21 residents in Visiting.

- 4/16/2023- Richard Hill, Audrey Hill, Corey Harris, and Sherry Harris from the Christian Motorcyclist Association held a bible study for our residents.

May-

- 5/5/2023- Adams County ComCor presentation. 11 residents were able to participate. 8 from the East side and 3 from the West.
- 5/10/2023- Kairos, Christian volunteer service organization, held a meeting with 17 residents.
- 5/12/2023- PTSD graduation.
- 5/12/2023- Restorative Justice meeting to include resident Merrill and a victim's father.
- 5/13 and 5/14/2023- Latter-day Saints volunteers came to the facility for their weekly visits in East and West program buildings.
- 5/19/2023- 50 residents received a certificate for completing the program Defining Your Standards. Family and friends were in attendance via google meet.

June-

- 6/12 - 6/16/2023- Jeff Lyn, Prison Research and Innovation Network (PRIN) researcher from DU are onsite for PRIN surveys throughout the facility.
- 6/26/2023- Bianca McCarl, Elizabeth Kuhlman, Matthew Nugent, Ivy Bowen, Kathy Davis Cowger, and Aisha Abdul Amin with DMV had a site visit to assist residents with IDs.
- 6/27/2023- CU, Leigh Burrows, and the education team met in regards to an international class pilot program.
- 6/28/2023- Associate Wardens Dorsey and Rios visited the Therapeutic Community Program in Unit 25 and voted on their wing art contest.

SCF Measures

| | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | YTD |
|----------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| Number of mentoring interactions | 269 | 297 | 394 | 5 | 3 | 13 | 346 | 291 | 402 | 850 | 1012 | 1545 | 6347 |
| Number of related programs | 11 | 15 | 19 | 31 | 49 | 73 | 0 | 0 | 10 | 9 | 9 | 9 | 235 |
| Number of Take Two participants | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Goal # | Action Step | Strategies | Priority | Lead Person | Start Date | End Date | Resources Required Contingency Yes/No | Status |
|--------|-------------|---|----------|----------------|------------|----------|---|--|
| 5 | | SCF Maintenance Department will provide effective and timely customer service | High | Physical Plant | 07/01/22 | 06/30/23 | N | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |

| | | | | | | | | |
|--|-----|---|--|--|--|--|--|--|
| | | through proactive monitoring of operations. | | | | | | |
| | 5.1 | Decrease waste consumption | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 5.2 | Decrease gas consumption | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |
| | 5.3 | Increase usage of renewable energies | | | | | | 1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Completed |

First Quarter

July-

- Electrical - Installed 298 LED bulbs, Units 35, 36, and 23 completely converted to LED
- Key Control - Completed key audit 7/10/22,
- Recycle - Recycled 3 yards compost, 3 bales metal, 1 cord wood, 8 cubic yard food waste. 43.98 tons trash to landfill
- Tool Control - Working on shadows, boards, and inventories for kitchen tools that were moved, tool count 13,295

August -

- Recycle - Recycled 4 bales metal, 180 pallets, 9 bales cardboard
- Electrical - Generator 2 failed (FMS notified), Units 22, 24, and 25 converted to LED, converted garden room to LED
- Key Control - Key audit started (due 10/10/22), end of month 8,547 keys on 1,229 key rings
- Tool Control - Performed random audits in areas, working with staff to properly fill out paperwork, tool count 13,321

September -

- Recycle - Recycled 4 bales metal, 387 pallets
- Key Control - Still working on key audits due 10/10/22, end of month 8,559 keys on 1,234 key rings
- Electrical - Weekly generator test cancelled due to computers being down, converted SW gym to LED
- Tool Control - Tool audits issued (due 9/20/22), no tool audits turned in at end of month, Kitchen had several issues, tool count 13,326.

Second Quarter

October -

- Recycle - Recycled 2 bales plastic, 2 bales metal, 101 pallets, 6 bale cardboard
- Sanitation - Water temp within range, Inspected 20 trash cans, No issues with log compliance
- Key Control - Completed key audit, end of month 8,559 keys on 1,234 key rings
- Electrical - Quarterly generator test 10/4/22, installed 62 LED bulbs, completed NW gym to LED, started SE gym
- Tool Control - 10/11/22 audited FS again still having issues, tool count 12,272

November -

- Recycle - Recycled 5 bales plastic, 4 bales metal, 191 pallets, and 9 bales cardboard
- Key Control - Started key audit due 1/10/23, end of month 8,559 keys on 1,234 key rings
- Tool Control - Issued quarterly inventories, found broken nail clippers, tool count 12,279
- Electrical - Installed 83 LED bulbs, started to convert SE gym to LED, Started power for washer and dryers in unit 34

December -

- Recycle - Recycled 2 bales metal
- Electrical - Lost power 12/23 went to generator power, installed outlet in unit 8 for Icon shower system
- Tool Control - Finishing Q2 audits, will etch tools for Teacher Colin Stieb, tool count 12,299

Third Quarter

January-

- Electrical - Installed and recorded at admin building for load study for new offices
- Key Control - finished key audit, end of month 8,494 keys on 1,186 key rings
- Recycle - Recycled 4 bales plastic, 19 bales cardboard, 262 pallets
- Tool Control - Tool audits started and returned, 3rd quarter inventories issued, tool count 12,308

February-

- Key Control - Started key audit due in April, re-keyed 44 inmate cells, 8,494 keys on 1,186 key rings
- Electrical - Installed shatter proof lights in LU 6 A101 and A108, converted 3 pole lights and one wall light to LED
- Recycle - Recycled 3 bales plastic, 14,700 lb metal, 1 cord wood, 6 bales cardboard, 111 pallets
- Tool Control - ACA audit, checked areas for compliance, tool count 12,305

March-

- Recycle - Recycled 1 bale metal
- Key Control - Re-keyed 12 inmate cells East side, working on key audit due in April, 8,494 keys on 1,186 key rings
- Tool Control - Annual audit East control, addressed any issues, found LU32 hose, 3rd quarter tool audits distributed, tool count 12,182.

Fourth Quarter

April -

- Electrical - Converted 4 parking lot lights to LED, installed electronic steam valve in LU33, installed ADA phone box in LU1
- Tool Control - 4th quarter inventories issued, security audit at Trinidad, tool count 12,173
- Recycle - Recycled 16,970 pounds metal, 2 cord wood, 255 pallets, 9 bales cardboard

May-

- Recycle - Recycled 2 pounds metal, 1 cord wood, 190 pallets, 17 bales cardboard
- Key Control - Re-keyed 20 East inmate cells, 1 West inmate cell, started key audit due 7-10-23
- Tool Control - Mixing chambers moved out of east control, new tool location for welding class

June-

- Recycle - Recycled 4 pounds metal, 76 pallets, and 6 bales of cardboard.
- Tool Control - 4th quarter tool audits were delivered to areas. Annual audit of medical tools was done to ensure proper procedures are followed.
- Maintenance - Office project, fixed cells in MCC destroyed by offender, put benches and tables back in LU 4 C-pod and replaced damaged sidewalks in yards.
- Electrical - Light checks on 6/7, 6/14,6/21, 6/29. Lost power on 6/21 and generator was on for 2 hours. Worked on wiring the new offices.
- Reduced size of gardens and created a water schedule to reduce the use of water.
- Installed new controls on boilers that are more efficient.
- Continued transition of all LED light bulbs. Completed 75% of the conversion.

SCF Measures

| Consumption | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | YTD |
|-------------|-----------|-----------|-----------|---------|---------|---------|---------|---------|---------|---------|-----------|-----------|------------|
| Gas | 3,779.5 | 4,390 | 5,571 | 7,382 | 10,384 | 9,079 | 11,957 | 11,629 | 11,516 | 7,908 | 7,002 | 54,305 | 144,902.50 |
| Water | 14,736 | 10,881 | 9,904 | 11,822 | 6,473 | 4,800 | 7,132 | 5,972 | 5,126 | 8,163 | 7,043 | 7,575 | 99,627 |
| Electrical | 1,386,290 | 1,358,575 | 1,139,287 | 974,129 | 864,634 | 930,679 | 940,711 | 816,928 | 836,694 | 823,738 | 1,031,438 | 1,212,816 | |

OPERATIONS

1. MAJOR DEVELOPMENTS/ACCOMPLISHMENTS

First Quarter:

July:

12-hour shifts have been received positively and EH has seen a boost in morale.

EH units are all under renovation with painting and rehabbing of the units for a positive impact on the community.

EH Gardens are in full bloom and donations are being made weekly to our community partners. As of July 31, we were at approximately 250 lbs. donated.

MCC is looking at getting canteen limits raised due to inflation.

MCC is looking at getting the offender property policy changed in regards to making more items available for the MCC population.

SCF MHPA's have assisted in meeting with the MCC population which has also helped out tremendously.

MCC is looking forward to getting the four newly promoted lieutenants on the 15th.

On the 17th, MCC had a significant incident involving a female staff member being taken into an offender's cell against her will. An outside review will be conducted, until which time, MCC is on an IAP.

Switching to 12-hour shifts was a staff morale booster.

ACA Internal Audit was conducted on July 26-29, 2022. Sterling Correctional Facility received 100% on mandatory standards, 99.4% on non-mandatory standards.

September:

A review of the RH/MCC area was conducted. All staff were trained on proper procedures for cuffing, table times, interconnects, post orders and many other topics.

The K9 program visits MCC weekly for pro social interaction.

Second Quarter:

Beginning December 1, 2022, residents assigned to the Honor House (Living Units 34/35) will be able to have their families order approved items from Wal-Mart.

On 12/16/22, SCF underwent a capacity change in LU 25 from 96 Drug and Alcohol Therapeutic Community beds to 16 Therapeutic Community beds and 80 General Population beds.

12/13/2022- Sterling was hit with a blizzard that lasted from midnight 12/13/2022 through midnight on 12/14/2022. Some roads remained closed through 12/16/22 due to blowing snow. SCF leadership worked together to communicate with staff and to safeguard safe transportation for staff to and from the facility in a timely manner. Resources were provided to operate the facility safely during modified operations.

Third Quarter:

February

On February 27 - March 1, SCF hosted our National ACA Audit. Audit Chair Kyle Proppert, ACA Auditor Barbara Leveton, and ACA Auditor Robin Bell conducted a facility wide audit. They were very impressed by our facility practices and files, and SCF was giving a passing score.

2/27/2023-3/1/2023- Major Robert Butcher from LCF, Lieutenant Louis Saiz from YOS, CMI Programmer Jill Meyer from DRDC, Major Gary Little from DWCF and PREA Administrator Jerri Worm completed our Internal PREA Audit.

3/6/2023- Law Library services open SCF East on Tuesdays and SCF West on Thursdays. General Library services open SCF East on Tuesdays, SCF West on Fridays every other week with MCC deliveries opposite of the SCF West schedule.

3/16/2023- SCF had two micro-processors malfunction leaving LU 34/35 without door controls, door alarms, and intercom systems. Micro-processors are obsolete at this time. FMS was notified.

Fourth Quarter:

April:

4/11/2023- Cliff from Murphy Company came and got boilers 1 & 2 so that they will operate off diesel fuel in case of emergency situations.

Approximately eighty offenders were moved from Unit 4 and transported to Bent County Correctional Facility.

5/16/2023- Frank Lude and Taylor Wilson from the Colorado Alarm and Fire Protection came to the facility for the kitchen fire suppression inspection.

5/22/2023- Roof renovation started with partial roof pulled and resealed.

6/12/2023- Beginning process of switching out old copier machines with new Xerox machines throughout the facility.

2. TRENDS/ISSUES AND ACTIONS TAKEN

Trends/Issues and Actions Taken: Any significant issues should be included in this section that were discovered during analysis of the data included in this report

First Quarter:

July:

East Housing saw an uptick in positive UA's and drug paraphernalia. Staff are working with resident group leaders on developing solutions to address this.

EH saw an increase in canteen issues and developed a new canteen process that was rolled out in August. Positive impact so far.

With all EH units having backyard gardens, gardening equipment is needed. Looking at purchasing new equipment and better ways to water while still being conservative.

In July, DU PAI held several performances of the interview play *If Light Closed Its Eyes* for the public in a Living Unit 4 pod.

August:

MCC is slowly moving towards normal operations after two large incidents occurred.

The K-9 program visited weekly by cell side in MCC.

August 1st, all programs and classes were temporarily suspended due to the ongoing staffing crisis. Physical access to the general libraries and law libraries was also temporarily suspended.

September:

In place of offenders going to the General Library, we have a lending program so offenders can still have access to ARs as need.

Second Quarter:

During this quarter North East Colorado saw a significant increase in frequency of storms resulting in road closures. SCF activated our Inclement Weather Action Plans and modified operations.

November:

Dangerous contraband in T-North Housing increased from the previous month. Staff are conducting quality searches and are removing dangerous contraband from East Housing.

December:

Increase in offenders damaging state property, specifically hardened cells in MCC (cell doors and windows). We have determined that removing the cement stools from those cells will reduce the offender’s ability to damage state property.

Third Quarter:

During this quarter North East Colorado saw a significant increase in frequency of storms resulting in road closures. SCF activated our Inclement Weather Action Plans and modified operations. This began in the second quarter and continued well into the third quarter.

Fourth Quarter:

5/31/2023- Shakedown initiated due to amount of contraband found in certain units during cell inspections. The amount of IAP searches has been increased due to this trend.

Increase in positive UAs resulted in the initiation of 6 month and 12 month visiting suspensions for each individual.

6/8/2023- Management team had a tabletop drill regarding inclement weather in follow up to weather issues in previous months. Following search was conducted June 20th.

3. SECURITY

INCIDENT ALERT DRILLS

| Quarter | # of Functional Exercises | # of Table Top Exercises | # of Full-Scale Exercises | Corrective Measures |
|-----------------|---------------------------|--------------------------|---------------------------|---------------------|
| 1 st | 4 | 0 | 0 | 0 |
| 2 nd | 6 | 0 | 0 | 0 |
| 3 rd | 1 | 1 | 1 | 0 |
| 4 th | 2 | 1 | 0 | 0 |

REPORTABLE INCIDENTS

Insert “Critical Incidents” from “Quarterly Reports” data on DOCNET under the “Reporting” tab

| Incident Type | Q1 | Q2 | Q3 | Q4 |
|----------------------------------|----|----|----|----|
| Alcohol | 50 | 53 | 24 | 29 |
| Assault Staff-Attempt | 3 | 9 | 11 | 5 |
| Assault Staff – Hazardous Liquid | 5 | 9 | 7 | 4 |

| | | | | |
|--|------------|------------|------------|------------|
| Assault Staff-Spitting | 0 | 2 | 1 | 1 |
| Assault Staff with Serious Injury | 0 | 0 | 0 | 0 |
| Assault Staff Without Serious Injury | 12 | 12 | 14 | 13 |
| Assault Staff – Incidental Contact | 2 | 0 | 0 | 0 |
| Attempted Sexual Act | 0 | 1 | 0 | 1 |
| Below Minimum Staffing | 25 | 21 | 20 | 100 |
| Cell Extraction (OC Used) | 3 | 4 | 2 | 3 |
| Communication Device | 18 | 7 | 5 | 11 |
| Damage to Buildings/Property | 2 | 3 | 11 | 8 |
| Drugs/Drug Paraphernalia | 92 | 83 | 105 | 114 |
| Dry Cell Observation | 1 | 0 | 0 | 0 |
| Emergency Transports (Medical) | 45 | 41 | 61 | 37 |
| Emergency Transports (Security) | 0 | 0 | 0 | 0 |
| Emergent Need Entry | 2 | 6 | 6 | 10 |
| Escape Paraphernalia | 1 | 2 | 0 | 1 |
| Escape Threat | 0 | 0 | 0 | 0 |
| Facility Search/Lockdown | 1 | 0 | 0 | 1 |
| Facility Lockdown/Inclement Weather | 0 | 0 | 0 | 0 |
| Fight | 11 | 17 | 11 | 4 |
| Firearm, Knife, Bludgeon | 28 | 21 | 24 | 27 |
| Fire | 2 | 1 | 6 | 1 |
| Force Team Activated (No UOF) | 2 | 4 | 1 | 7 |
| Forced Cell Entry (Traditional) | 1 | 1 | 1 | 1 |
| Group Disturbance | 0 | 0 | 0 | 0 |
| Hard Empty Hand Control | 0 | 1 | 3 | 2 |
| Hard Intermediate Control | 0 | 0 | 1 | 1 |
| Hostage Situation | 1 | 0 | 0 | 1 |
| Hunger Strike (Single Inmate) | 13 | 19 | 8 | 10 |
| ID/Uniform/Civilian Clothes | 3 | 9 | 2 | 0 |
| Incident Alert Drill | 0 | 0 | 0 | 0 |
| Injury/Ill Required Off-Ground Transport | 1 | 0 | 0 | 6 |
| Inmate Assault with Serious Injury | 2 | 0 | 1 | 4 |
| Inmate Assault – Hazardous Liquid | 0 | 1 | 1 | 4 |
| Inmate Assault - Spitting | 1 | 0 | 0 | 0 |
| Inmate Assault without Serious Injury | 30 | 17 | 17 | 25 |
| Keys (Personal/Facility) | 1 | 5 | 4 | 0 |
| Medically Attended | 1 | 0 | 1 | 0 |
| Medically Unattended | 0 | 0 | 1 | 0 |
| Security Device | 2 | 0 | 1 | 3 |
| Security Equipment | 0 | 0 | 0 | 0 |
| Security Monitoring Exercise | 11 | 12 | 14 | 27 |
| Self-Inflicted Injury | 17 | 29 | 27 | 19 |
| Sexual Act | 1 | 0 | 0 | 0 |
| Sexual Contact | 2 | 0 | 1 | 0 |
| Sexual Harassment | 9 | 27 | 11 | 21 |
| Soft Empty Hand Control | 19 | 30 | 17 | 30 |
| Soft Intermediate Control | 26 | 20 | 25 | 31 |
| Staff Injury | 46 | 63 | 46 | 55 |
| Unintentional Discharge-Firearm | 0 | 0 | 1 | 0 |
| Utility Service | 0 | 0 | 0 | 1 |
| Warning Shot | 0 | 0 | 0 | 0 |
| Suicide Attempt (MH Assessment) | 0 | 0 | 0 | 1 |
| Tools (Class A & B) | 0 | 0 | 0 | 4 |
| Tobacco | 0 | 0 | 0 | 0 |
| Unknown | 0 | 1 | 1 | 0 |
| TOTAL | 492 | 531 | 493 | 623 |

PERFORMANCE MEASURES

| SEARCHES | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|---|-------------------------|-------------------------|-------------------------|--------------------------|
| # of cell searches East: EH + RH/MCC West: LU 1-4 | East: 1423 West: 805 | East: 1369 West: 820 | East: 1178 West: 822 | East: 1290 West: 1393 |

| | | | | |
|---|--------------------------|--------------------------|-------------------------|--------------------------|
| # of common area searches East: EH + RH/MCC West: LU 1-4, ES + WS | East: 1009 West: 2126 | East: 1030 West: 2060 | East: 964 West: 1451 | East: 1003 West: 1385 |
| TRANSPORTS | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
| Transports done by facility transport personnel | 326 | 281 | 332 | 308 |
| # of offenders | 427 | 364 | 487 | 444 |
| # of miles | 36,693 | 31,603 | 33,672 | 36,180 |
| # of personnel hours | 3,762 | 3,387 | 3,875 | 3,869 |
| Transports done by non-transport facility personnel | 32 | 27 | 53 | 31 |
| # of offenders | 32 | 31 | 53 | 31 |
| # of miles | 1,256 | 3,960 | 2,312 | 1,116 |
| # of personnel hours | 380 | 476 | 624 | 460 |
| Hospital Supervision | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
| # of offenders | 14 | 21 | 20 | 19 |
| # of personnel hours | 1,340 | 2,948 | 1,572 | 1,200 |
| Special Teams: # of Active Members | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
| ERT | 13 | 13 | 8 | 8 |
| SORT | 2 | 2 | 2 | 2 |
| ESCAPE | 17 | 16 | 12 | 12 |
| Crisis Negotiation | 8 | 8 | 8 | 8 |
| Critical Incident Response | 4 | 4 | 3 | 4 |
| Honor Guard | 0 | 0 | 0 | 0 |

COPD CHARGES/CONVICTIONS

Insert "COPD Charges and Convictions" from "Quarterly Reports" data on DOCNET under the "Reporting" tab.

| | | | |
|------------------------|-----|------------------------|-----|
| Q1 | | Q3 | |
| Class 1 COPDs | | Class 1 COPDs | |
| Charges | 109 | Charges | 83 |
| Convictions | 106 | Convictions | 78 |
| Convictions to Charges | 97% | Convictions to Charges | 94% |
| Class 2 COPDs | | Class 2 COPDs | |

| | | | |
|------------------------|--------|------------------------|--------|
| Charges | 544 | Charges | 338 |
| Convictions | 534 | Convictions | 329 |
| Convictions to Charges | 98% | Convictions to Charges | 97% |
| | | | |
| Q2 | | Q4 | |
| Class 1 COPDs | | Class 1 COPDs | |
| Charges | 78 | Charges | 121 |
| Convictions | 71 | Convictions | 112 |
| Convictions to Charges | 91.03% | Convictions to Charges | 93% |
| Class 2 COPDs | | Class 2 COPDs | |
| Charges | 414 | Charges | 445 |
| Convictions | 405 | Convictions | 436 |
| Convictions to Charges | 97.83% | Convictions to Charges | 97.98% |

Note: historical data can be found on the R drive

4. PERSONNEL

(Narrative: Include interdepartmental/interdisciplinary relations, issues related to employee grievances, employee morale, etc.)

| STAFFING | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Requests for Transfers In | 1 | 1 | 2 | 1 |
| Requests for Transfers Out | 0 | 7 | 1 | 1 |
| # Transferred In | 0 | 1 | 1 | 1 |
| # Transferred Out | 0 | 2 | 0 | 3 |
| Overtime Hours | Tracked by Payroll | | | |
| 12/16 Hour Shifts | Tracked by Payroll | | | |
| # of Staff on Flex Schedules | 18 | 29 | 29 | 29 |
| FMLA Hours | 12,174.25 | 13,294.81 | 11,542.45 | 7,002.96 |
| Turnover Rate | 30.20% | 30.61% | 31.27% | 29.60% |
| Times under Minimum Staffing | 13 | 14 | 17 | 101 |

| VACANCY REPORT | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|-----------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| # Authorized FTEs | 2205 | 2205 | 2200 | 2196 |
| # Vacancies | 666 | 675 | 688 | 650 |
| % Vacancies | 30.20% | 30.61% | 31.27% | 29.60% |

| EMPLOYEE GRIEVANCES | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|---------------------|-------------|-------------|-------------|-------------|
| Step I | 5 | 1 | 5 | 1 |
| Step II | 0 | 2 | 0 | 4 |

| STAFF TRAINING | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|----------------------------|-------------|-------------|-------------|-------------|
| Total Staff Trained | 750 | 750 | 468 | 383 |
| Total Staff Training Hours | 7,487 | 4,058 | 5,427 | 7848 |

5. OFFENDER POPULATION

Insert "Population Data", "Offenders Grievances Step 1", and "Offender Grievances Step 2" from "Quarterly Reports" data on DOCNET under the "Reporting" tab

(Include narrative data discussing any significant changes in the offender population and comments related to offender morale.)

| Population Figures by Scored Custody Level | Qtr 1 | Qtr 2 | Qtr 3 | Qtr 4 |
|--|-------|-------|--------|--------|
| Close | 188 | 189 | 180.67 | 160.33 |
| Medium | 1163 | 1181 | 1,188 | 1,121 |
| Minimum | 47 | 45 | 35 | 44.33 |
| Minimum Restrictive | 646 | 647 | 657.33 | 654 |
| | | | | |
| Population Figures by Ethnicity | | | | |
| Am. Indian | 89 | 87 | 81 | 75 |
| Asian | 19 | 22 | 22.67 | 22 |
| Black | 403 | 411 | 415 | 405 |
| Hispanic | 625 | 624 | 624 | 619.67 |
| White | 902 | 910 | 909.67 | 849.33 |
| Hwn/Pacific Island | 0 | 3 | 2.67 | 1.33 |
| Other | 3 | 2 | 4 | 5 |
| Unknown | 3 | 1 | 2 | 2.33 |
| Gang Members by Ethnicity | | | | |
| Am. Indian | 39 | 39 | 33 | 32.33 |
| Asian | 7 | 9 | 8.67 | 8 |
| Black | 217 | 220 | 222.33 | 216.33 |
| Hispanic | 353 | 345 | 339.67 | 333 |
| White | 273 | 911 | 282 | 255 |
| Hwn/Pacific Island | 0 | 0 | 1.67 | 0 |
| Other | 0 | 0 | 0 | 0 |

| OFFENDER GRIEVANCES | | |
|---------------------------|--------|--------|
| Q1 July - September 2022 | Step 1 | Step 2 |
| Description | | |
| Account | 12 | 5 |
| Assignment discrimination | 1 | 0 |
| Canteen | 49 | 20 |
| Case Management | 30 | 5 |
| Dental | 3 | 1 |

| | | |
|-------------------------------|---------------|---------------|
| Disagree with accommodations | 2 | 0 |
| Earned Time | 7 | 2 |
| Equal Access | 0 | 0 |
| Food Service | 15 | 4 |
| Housing Conditions | 40 | 15 |
| Jobs | 8 | 3 |
| Laundry | 37 | 16 |
| Legal Access | 10 | 6 |
| Mail room | 27 | 14 |
| Medical | 124 | 55 |
| Mental Health | 15 | 6 |
| Other | 36 | 22 |
| PREA | 5 | 0 |
| Physical access compl/Housing | 1 | 0 |
| Privileges | 12 | 7 |
| Programs | 7 | 3 |
| Property | 62 | 29 |
| Publications | 4 | 1 |
| Recreation | 1 | 1 |
| Religion | 6 | 1 |
| Safety | 5 | 2 |
| Sanitation | 1 | 1 |
| Searches | 0 | 1 |
| Staff Conduct | 49 | 29 |
| Staff Sexual Harassment | 7 | 2 |
| Urine Analysis | 1 | 0 |
| Visitation | 0 | 0 |
| Hygiene | 2 | 1 |
| TOTALS | 579 | 252 |
| OFFENDER GRIEVANCES | | |
| Q2 October - December 2022 | Step 1 | Step 2 |
| Description | | |
| Account | 20 | 6 |
| Assignment discrimination | 0 | 0 |
| Canteen | 58 | 15 |
| Case Management | 22 | 4 |
| Dental | 7 | 2 |
| Disagree with accommodations | 1 | 0 |
| Earned Time | 8 | 2 |
| Equal Access | 0 | 0 |
| Food Service | 11 | 7 |
| Housing Conditions | 34 | 9 |
| Jobs | 15 | 4 |
| Laundry | 35 | 12 |
| Legal Access | 7 | 5 |
| Mail room | 15 | 10 |
| Medical | 79 | 41 |
| Mental Health | 9 | 7 |
| Other | 29 | 10 |
| PREA | 9 | 7 |
| Physical access compl/Housing | 5 | 4 |
| Privileges | 5 | 0 |

| | | |
|-------------------------------|---------------|---------------|
| Programs | 8 | 4 |
| Property | 62 | 38 |
| Publications | 6 | 4 |
| Recreation | 0 | 0 |
| Religion | 5 | 3 |
| Safety | 2 | 3 |
| Sanitation | 1 | 0 |
| Searches | 0 | 0 |
| Staff Conduct | 46 | 16 |
| Staff Sexual Harassment | 0 | 0 |
| Urine Analysis | 0 | 0 |
| Visitation | 1 | 1 |
| Hygiene | 1 | 0 |
| TOTALS | 501 | 214 |
| OFFENDER GRIEVANCES | | |
| Q3 January - March 2023 | Step 1 | Step 2 |
| Description | | |
| Account | 19 | 8 |
| Assignment discrimination | 1 | 0 |
| Canteen | 51 | 18 |
| Case Management | 25 | 1 |
| Dental | 11 | 2 |
| Disagree with accommodations | 2 | 0 |
| Earned Time | 0 | 1 |
| Equal Access | 1 | 0 |
| Food Service | 16 | 6 |
| Housing Conditions | 15 | 7 |
| Jobs | 10 | 4 |
| Laundry | 14 | 8 |
| Legal Access | 4 | 3 |
| Mail room | 12 | 5 |
| Medical | 141 | 43 |
| Mental Health | 7 | 2 |
| Other | 101 | 22 |
| PREA | 5 | 0 |
| Physical access compl/Housing | 4 | 3 |
| Privileges | 0 | 1 |
| Programs | 4 | 4 |
| Property | 66 | 20 |
| Publications | 0 | 0 |
| Recreation | 0 | 0 |
| Religion | 2 | 1 |
| Safety | 1 | 1 |
| Sanitation | 0 | 0 |
| Searches | 1 | 0 |
| Staff Conduct | 45 | 27 |
| Staff Sexual Harassment | 0 | 0 |
| Urine Analysis | 4 | 0 |
| Visitation | 0 | 0 |
| Hygiene | 0 | 0 |
| Staff Issues | 0 | 0 |
| TOTALS | 562 | 187 |
| OFFENDER GRIEVANCES | | |

| Q4 April - June 2023 | Step 1 | Step 2 |
|------------------------------|------------|------------|
| Account | 11 | 1 |
| Assignment discrimination | 0 | 1 |
| Canteen | 64 | 18 |
| Case Management | 25 | 8 |
| Dental | 2 | 3 |
| Disagree with accommodations | 4 | 0 |
| Earned Time | 11 | 2 |
| Equal Access | 0 | 0 |
| Food Service | 12 | 1 |
| Housing Conditions | 11 | 3 |
| Hygiene | 1 | 0 |
| Jobs | 7 | 3 |
| Laundry | 18 | 4 |
| Legal Access | 6 | 4 |
| Mail room | 24 | 7 |
| Medical | 103 | 49 |
| Mental Health | 8 | 5 |
| Other | 50 | 18 |
| Physical access /Housing | 3 | 0 |
| PREA | 5 | 0 |
| Privileges | 0 | 0 |
| Programs | 4 | 1 |
| Property | 82 | 23 |
| Publications | 4 | 0 |
| Recreation | 0 | 0 |
| Religion | 1 | 1 |
| Safety | 0 | 0 |
| Sanitation | 1 | 1 |
| Searches | 3 | 1 |
| Staff Conduct | 56 | 15 |
| Staff Issues | 1 | 0 |
| Staff Sexual Harassment | 0 | 0 |
| Urine Analysis | 0 | 0 |
| Visitation | 3 | 0 |
| Account | 11 | 1 |
| TOTALS | 520 | 169 |

6. PROGRAMS

Insert "Education Certificates and Completions" from "Quarterly Reports" data on DOCNET under the "Reporting" tab (Data for 4th quarter not available to anyone at SCF and data has not been sent as of 7/28/2023)

| Education Program Data | | Q1 | Q2 | Q3 | Q4 |
|-------------------------|------------------------------|------------|------------|------------|----|
| Totals | | 166 | 142 | 142 | |
| Code | Program | | | | |
| 0311 | English as a Second Language | 24 | 23 | 23 | |
| 0615 | General Education Diploma | 142 | 119 | 119 | |
| 0997 | College Readiness | | | | |
| CTE Program Data | | | | | |
| Totals | | 171 | 69 | 80 | |
| Code | Program | | | | |
| 0677 | Custodial Training | 1 | 1 | 1 | |
| 0702 | Customer Service Specialists | 31 | 16 | 12 | |
| 0703 | Foundation of Career Tech Ed | 14 | 11 | 10 | |

| | | | | | |
|------------------------------------|---------------------------------|-----------|-----------|----------|--|
| 0706 | Intro to Computer Info Systems | 8 | 8 | 8 | |
| 0708 | Introduction to Carpentry | 0 | 0 | 0 | |
| 0709 | Introduction to Welding | 0 | 0 | 0 | |
| 0718 | IT Essentials (A+) | 0 | 0 | 0 | |
| 0766 | Canine Behavior CI Certificate | | | | |
| 0890 | Work Skills | 56 | 0 | 0 | |
| 0903 | Business Fundamentals | 0 | 0 | 0 | |
| 0912 | Pueblo Community College Certif | 11 | 0 | 0 | |
| 0914 | Personal Achievement Strategies | 16 | 0 | 0 | |
| 0920 | Introduction to Culinary Arts | 0 | 0 | 0 | |
| 0938 | 2 ND Chance Pell | 11 | 11 | 28 | |
| 0965 | CU-Denver | 11 | 10 | 9 | |
| 0991 | Certified Peer Specialist | 12 | 12 | 12 | |
| Social Science Program Data | | | | | |
| Totals | | 66 | 14 | 9 | |
| Code | Program | | | | |
| 0750 | Thinking for a Change | 0 | 0 | 0 | |
| 0751 | Thinking for a Change Aftercare | 0 | 0 | 0 | |
| 0754 | Why Try | 16 | 0 | 0 | |
| 0770 | Moral Reconciliation Therapy | 50 | 14 | 9 | |
| 0904 | Maximum Comprehensive Custody | 0 | 0 | 0 | |

| RECREATION | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|--|--|--|--|---|
| # of offenders, who participate in programs that are structured, implemented, supervised and coordinated by Recreational Programs. (include hair activities) | July: 892 Aug: 0 Sept: 0 | Oct: 817 Nov: 832 Dec: 758 | Jan: 630 Feb: 715 March: 853 | April: 925 May: 855 June: 2440 |
| # of offenders that enter recreation areas for any recreation activity" | July: 5,012 Aug: 5,320 Sept: 5,125 | Oct: 5,452 Nov: 4,930 Dec: 5,215 | Jan: 4,751 Feb: 5,216 March: 7,325 | April: 8,235 May: 7,254 June: 8,305 |
| # of structured programs offered at the facility; programs facilitated and coordinated by Recreational Programs | July: 2 Aug: 0 Sept: 0 | Oct: 2 Nov: 2 Dec: 1 | Jan: 1 Feb: 4 March: 2 | April: 3 May: 2 June: 2 |
| # of disciplinary reports written by Recreational Programs for altercations occurring in the recreational area. | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 0 | Jan: 0 Feb: 0 March: 0 | April: 0 May: 0 June: 0 |
| # of individual community volunteers involved in the facility recreation program | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 0 | Jan: 0 Feb: 0 March: 0 | April: 0 May: 0 June: 0 |
| VOLUNTEER PROGRAMS | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
| # of Formal Religious Services | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 0 | Jan: 0 Feb: 12 March: 32 | April: 90 May: 15 June: 50 |
| # of Other Religious Programs (regularly scheduled faith group programs; not services) | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 1 | Jan: 4 Feb: 0 March: 0 | April: 7 May: 2 June: 2 |
| # of Seminars (special events; count as event not # of days) | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 0 | Jan: 0 Feb: 0 March: 0 | April: 0 May: 0 June: 0 |

| | | | | |
|---|--------------------------------|------------------------------|----------------------------------|--------------------------------------|
| # of Non-Religious Programs (AA, GED Tutors etc) | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 0 | Jan: 0 Feb: 0 March: 0 | April: 0 May: 0 June: 0 |
| # of Offender Participants (Total number in each event, 1 offender may attend numerous events and counted each time) | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 17 | Jan: 31 Feb: 86 March: 418 | April: 1930 May: 228 June: 736 |
| # of Offenders Served (do not count offenders more than once) | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 17 | Jan: 12 Feb: 42 March: 103 | April: 301 May: 56 June: 87 |
| # of Volunteers (each volunteer is counted only once) | July: 51 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 0 | Jan: 0 Feb: 0 March: 0 | April: 12 May: 16 June: 29 |
| # of Volunteer Hours Served (Total hours of all volunteers) | July: 0 Aug: 0 Sept: 0 | Oct: 0 Nov: 0 Dec: 0 | Jan: 0 Feb: 0 March: 0 | April: 10.5 May: 11.5 June: 40 |
| Chaplain Hours | July: 75 Aug: 50 Sept: 0 | Oct: 0 Nov: 90 Dec: 60 | Jan: 90 Feb: 90 March: 90 | April: 80 May: 20 June: 50 |
| # of Emergency Notifications by Chaplains | July: 6 Aug: 3 Sept: 10 | Oct: 2 Nov: 11 Dec: 1 | Jan: 5 Feb: 1 March: 6 | April: 6 May: 9 June: 6 |

| OFFENDER LABOR CREWS | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
|-----------------------------------|-------------------------------|--------------------|--------------------|-------------------------------|
| Offender Labor Hours Worked | 900 | 1080 | 2460 | 2820 |
| Offender Labor Projects Completed | 0 | 0 | 0 | 0 |
| # of Agencies Served | 0 | 0 | 0 | 0 |

| TOURS | | | | |
|-------------------------------|-------------------------------|--|-------------------|-----------------------------------|
| | Date | Group Name | # in Group | Areas Visited |
| 1st Quarter | 7/19/22 | WAGEES | 2 | East side / Milestone |
| | 7/19/22 | Latino Coalition | 2 | East side / Milestone |
| | 8/18/22 | Good News Jail and Prison Ministry | 1 | Facility |
| | 8/18/22 | McDonald Automotive | 1 | East side |
| | 9/16/22 | Larimer County Community Corrections | 4 | Facility |
| | 9/27/22 | Office of State Planning and Budget | | Kitchen and steam condensate line |
| | 2nd Quarter | | | |
| 2nd Quarter | 10/11/2022 | Wanda Lousberg Executive Director of Red Sea Crossing Recovery | 1 | Facility |
| | 10/20/2022 | Kimberly Owens to view Re-Imagine program | 1 | Facility |
| | 11/1/2022 | Pre-Bid sight walk for kitchen renovation | 11 | Kitchen |
| | 11/16/2022 | Community Partners Tour | 29 | Facility |
| | 11/18/2022 | Logan County Combined Courts Tour | 7 | Facility |
| | 11/18/2022 | Wheels for the World Restoration Program | 1 | Facility |
| 3rd Quarter | | | | |
| 3rd Quarter | 1/4/2023 | SCF Staff | 8 | Logan County Court House |
| | 1/10/2023 | SORT | 2 | Facility |
| | 1/20/2023 | Parole | 4 | Facility |
| | 2/2/2023 | Executive team and Deputy Director Smith | | Education |
| | 2/13/2023 | CU-Denver Professor | 1 | Education |
| | 2/28/2023 | Regional HSA, Clinical Operations, Chief of Behavioral Health | 3 | Facility |
| | 3/8/2023 | Northeastern Junior College | 8 | Facility |
| 4th Quarter | | | | |
| 4th Quarter | 4/10/2023 | SCF Staff Tour Limon Facility | 3 | Limon Facility |
| | 4/21/2023 | District Attorney's Office | 6 | Facility |
| | 5/13/2023 | Family Tours | 53 | Facility |
| | 5/22-5/26/2023 | PREA National Audit toured facility | 5 | Facility |
| | 6/13/2023 | OSA and OSPB Budget Proposal | 7 | Facility |
| | 6/26/2023 | Members of JHL Construction | 9 | Boiler House/ Steam project |

7. TESTING AND INSPECTIONS

LIFE SAFETY

| Quarterly Testing | 1 st Quarter | 2 nd Quarter | 3 rd Quarter | 4 th Quarter |
|-------------------------|-----------------------------------|--------------------------------------|-----------------------------------|---|
| leVac Hoods | All | All | All | All |
| Fire Stand Pipe System | All | All | All | All |
| Emergency Exit Lighting | All | All | All | All |
| Emergency Generator | Tested on 7/27 8/31 9/28 | Tested on 10/26 11/29 12/21 | Tested on 1/25 2/22 3/29 | Tested on 4/26 5/17 6/7,6/14,6/21, 6/28 |

FIRE DRILLS

| 1 st Quarter Dates | Locations | After Action Report |
|-------------------------------|---------------|---------------------|
| July Drills = 8 | Facility Wide | Completed |
| Aug Drills = 9 | Facility Wide | Completed |
| Sept Drills = 13 | Facility Wide | Completed |

| 2 nd Quarter Dates | Locations | After Action Report |
|-------------------------------|---------------|---------------------|
| Oct Drills = 4 | Facility Wide | Completed |
| Nov Drills - 5 | Facility Wide | Completed |
| Dec Drills - 8 | Facility Wide | Completed |

| 3 rd Quarter Dates | Locations | After Action Report |
|-------------------------------|---------------|---------------------|
| Jan Drills - 3 | Facility Wide | Completed |
| Feb Drills - 2 | Facility Wide | Completed |
| Mar Drills - 65 | Facility Wide | Completed |

| 4 th Quarter Dates | Locations | After Action Report |
|-------------------------------|---------------|---------------------|
| Apr Drills - 5 | Facility Wide | Completed |
| May Drills - 4 | Facility Wide | Completed |
| June Drills - 64 | Facility Wide | Completed |

ANNUAL EQUIPMENT TESTING

| | Fire Alarms | Sprinkler System | Smoke Detection System | Fire Hydrant |
|--------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Date | N/A due to system upgrade | N/A due to system upgrade | N/A due to system upgrade | N/A due to system upgrade |
| Performed By | | | | |

ANNUAL CDPHE INSPECTION (INCLUDE FOOD SERVICE)

| | 1 st Quarter | 2 nd Quarter | 3 rd Quarter | 4 th Quarter |
|----------------------|-----------------------------------|-------------------------|-------------------------|-------------------------|
| Date of Inspection | 8/16 and 8/17 | N/A this quarter | N/A this quarter | N/A this quarter |
| # of Violations | 91 | N/A this quarter | N/A this quarter | N/A this quarter |
| Violations Corrected | | N/A this quarter | N/A this quarter | N/A this quarter |
| Violations Pending | In the process of being corrected | N/A this quarter | N/A this quarter | N/A this quarter |

Comments if necessary:

ANNUAL FIRE INSPECTION

| | 1 st Quarter | 2 nd Quarter | 3 rd Quarter | 4 th Quarter |
|----------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Date of Inspection | N/A this quarter | N/A this quarter | N/A this quarter | 6/14/23 |
| # of Violations | N/A this quarter | N/A this quarter | N/A this quarter | Pending report |
| Violations Corrected | N/A this quarter | N/A this quarter | N/A this quarter | Pending report |
| Violations Pending | N/A this quarter | N/A this quarter | N/A this quarter | Pending report |

Comments if necessary: