



COLORADO

Department of Corrections

STERLING CORRECTIONAL FACILITY

MANAGEMENT PLAN/QUARTERLY REPORT

FISCAL YEAR

2023-2024

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

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EXECUTIVE SUMMARY

Mission Statement

We are a team of dynamic and diverse professionals building a safer Colorado by cultivating transformative opportunities for those under our supervision.

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 inmates. The current operational capacity is 696 as Units 21, 22, and 36 are shuttered. Living Unit 25 houses the 48-bed G.P. (General Population) and 48-bed O.U.R. (Organized Upon Recovery) House Therapeutic Community. Living Unit 32 houses the 100-bed general population and Veteran's program. Living Units 34 and 35 each house 50 inmates totaling the 100 total-bed 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 and close-custody inmates. Living Units 1-4 each have a capacity of 300. The current operational capacity is 1200.

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

Living Unit 2: This unit houses general population/medium custody inmates; most are assigned to programs or facility needs positions.

Living Unit 3: This unit houses general population medium inmates; A pod houses Food Service inmates, C pod houses new arrival inmates.

Living Unit 4: This unit houses close custody of general population inmates. Assignments are programs and facility need positions.

RESTRICTIVE HOUSING

Living Unit 6: Houses inmates who have been removed from the 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 inmates serving restrictive housing sanctions following a COPD conviction and pending reclassification. Restrictive Housing capacity is 64.

Protective Custody (PC)

Living Units 5, 7, and 8: These units house Protective Custody inmates with Management Control Comprehensive status. Protective Custody capacity is 224.

FACILITY DESCRIPTION

FACILITY	STERLING CORRECTIONAL FACILITY
Inmate Custody Level/Mix Number of Inmates - 2088	Restricted Housing - 64 Protective Custody - 224 Medium - 900 Close Custody GP - 300 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 Inmates	Medical -3 or higher 55% Drug and Alcohol -3 or higher 72% Mental Health- 3 or higher 38% Developmentally Disabled Inmates- 3 or higher 3% Total ADA inmates 13%
Inmate Assignments	Food Service, Maintenance, General Library, Clerks, Housekeeping, Porters, Recreation, Mental Peer Assistants, and inmate Care aids.
Industries	Saddle Shop Canine
Academic/Vocational	Workers Specialized Population Education (ABE I, ABE II, ESL, PRE-GED, GED), Special Education, Carpentry, Culinary Arts, Moral Reconciliation Therapy, WhyTry, Customer Service, Welding, Voc. Foundations, CIS, Custodial, Personal Achievement AAA, and post-secondary Opportunities include 2 nd Chance Pell. 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. Protective Custody: GED, PRE-GED, MRT, AAA, 2 nd Chance Pell
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)
Food Service	Satellite feeding to approximately 288 inmates Full-service food production Medical and Religious Diets
Laundry	Provides laundry services and delivery to 2088 inmates
Community Labor	Community Labor is not active at this time, due to staffing levels.

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 is 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.

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 moderately impact system efficiency and effectiveness.
4. Low - This would be valuable to the 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
1		Decrease Staff Vacancy/Turnover Rate.	High	SCF Management Team	7/01/23	6/30/24	No	1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	1.1	Solicit Information/Suggestions to be Reviewed Monthly						1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	1.2	Develop and Implement Strategies to Decrease Turnover Rate; Increase Retention *Recruitment Efforts *Promotion Readiness *Staff Appreciation *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: Ongoing

First Quarter

July

- 7/5/2023 Major Raff, Captain Neece, and Lt. Ruiz conducted Lt. Interviews.
- 7/5/2023 Major Dorcey, Major Barnes, Major Reyes, Teacher II Saffer, and Captain Albrecht attended a meeting with Melinda Nedd and Nicole Allen from headquarters who presented apprenticeship information to SCF case managers.
- 7/6/2023 Associate Warden Jessica Dorcey came in early to talk with night staff as they left their shift and greeted day staff as they arrived for their shift.
- 7/12/2023 Major. MacIntosh drove to attend the Basic Training Graduation and welcome new staff coming to SCF.
- 7/18/2023 Executive Team held their first ED Team Meeting at SCF. They toured the facility, met with staff, and had a 'Town Hall' all-staff meeting at 2:30 pm to discuss changes and a Q&A session.
- 7/18 through 7/20/2023 CTE teachers, Liaison IIs, and Teacher II Saffer attended the annual CACTE Conference in Loveland. This is a great way to learn about innovations in their respective fields, network with other teachers, and maintain continuing education for their teaching credentials.
- 7/19/2023 The Management Team went to extended orientation to welcome the new staff and answer any questions they may have.
- 7/19/2023 The Management team held a facility meeting with follow-up information to the Executive Team staff meeting on the 18th.
- Staff recognized and presented with longevity awards.
- 7/20/2023 Fast Track hiring event, 8 contingent offers were given and accepted.
- 7/26/2023 Major MacIntosh gave a facility tour to 4 law interns studying under our local Judge McGuire.

August

- 8/3/2023 Jack Zeller from HQ was at SCF today for "REAL" (Retention & Engagement Advocacy Leaders) survey
- 8/5/2023 SCF had a float in the Sterling's fair parade. Flyers were handed out regarding the fast-track hiring events.
- 8/11 8/12 8/13 8/14 8/15 Town Hall meetings were held to discuss the MCC mass movement and its effect on operations.
- 8/23/2023 Fast Track hiring event, 9 contingent offers were given and accepted.
- 8/25/2023 Major Macintosh and Major Piel attended Roll Call and provided training on escort procedures for all staff and mentoring for Lieutenants.
- 8/28/2023 Warden Long and Associate Warden Rios met with the WINS Stewards.
- 8/31/2023 All Admin training for the Sprocket System. These meetings are being conducted monthly after an influx of new administrative assistants and requests to the leadership team that they have monthly training and opportunities with each other.
- In-person and All Facility meetings. A joint leadership and line staff task force met in SCF's command center before the finalization of the IAP.

September

- 9/4/2023-9/8/2023 Extended Orientation was held.
- 9/6/23 Awards were given for internal promotions.
- 9/11/2023 Warden Long went to the Range and spoke to the ERT and Search Teams during their training.
- 9/11/2023 Associate Warden Rios and Major Piel welcomed new hires to SCF Basic Training Academy.
- 9/12/2023 Warden Long attended the Case Manager meeting regarding the incoming Protective Custody classification.
- 9/12/2023-9/14/2023 A Presenter's class was conducted for staff interested in becoming Instructors. Twenty-four employees were in attendance, which included 3 from LCF and 2 from Parole.
- 9/14/2023 Warden Long and Associate Warden Dorcey went out to the Range and met with the CIRT team members from across the state.
- 9/14/2023 Associate Warden Rios, Major Reyes, and Major Dorcey attended the Presenter's Class final presentations
- 9/14/2023 Warden Long, Associate Warden Dorcey, and Associate Warden Rios presented certificates to internally promoted individuals.

- 9/21/2023 Major MacIntosh facilitated SCF's September Fast Track Hiring Event. Five contingent offers were made and accepted. One contingent offer for part-time was made and accepted. Two are pending additional follow-up/verification.
- 9/22/2023 Meeka from G.R.A.A.C.E. Alliance toured the Facility and interviewed staff interested in joining the SCF group.
- 9/27/2023 Rikki, the wellness representative attended the roll call and toured the facility talking to the staff about the new wellness application.
- 9/27/2023 Warden Long, Major Dorcey, and Major Schumacher attended Ark Valley ERT appreciation day.
- 9/28/2023 Warden Long, Associate Warden Dorcey, and Associate Warden Rios presented a certificate to staff that was promoted internally.
- 9/28/2023- Major Piel attended the Search Team graduation.

Second Quarter

October

- 10/4/2023 BT Class #557 graduation ceremony took place at 2:00 pm. Major Raff opened and welcomed in friends and family of the graduating class. The class took the Oath of Office given to them by the guest speaker, Mr. David Lindsay, Assistant Director of Training. This is the second BT class held at SCF this year.
- 10/9/2023 Wellness representative, Rikki, was at the facility to speak with staff.
- 10/19/2023 Major MacIntosh's team facilitated SCF's October Fast Track Hiring Event Two contingent offers were made and accepted. One contingent offer for part-time was made and accepted. One contingent offer was made and accepted for Denver. Two are pending additional follow-up/verification.
- 10/19/2023 Major Piel and Associate Warden Rios attended the ERT graduation.
- 10/27/2023 Wellness representative, Rikki, was at the facility to speak with staff.

November

- 11/3/2023 Two staff were promoted internally and were presented with certificates by management in the morning meeting
- 11/6-9/2023 The Management Team held Town Hall meetings on both shifts to discuss moving COIIIs/Equivalent back to 8-hour shifts with an effective date of January 1st. Affected staff asked questions and discussed their concerns with the management team.
- 11/13/2023 SCF welcomed nine new staff members.
- 11/14/2023 Area bidding for Custody and Control and Specialist was completed for CO IIIs.
- 11/14/2023 Major MacIntosh's team facilitated SCF's November Fast Track Hiring Event One contingent offer was made and accepted. One contingent offer for part-time was made and accepted. Two are pending additional follow-up/verification.
- 11/17/2023 Retention, Engagement & Advocacy Leaders "REAL"(Retention & Engagement Advocacy Leaders) Advocate, Jack Zeller, visited the facility on 11/17/23 to circulate with staff, solicit participation in a retention survey, as well as, to hear staff's feedback on any recruitment or retention suggestions staff would like to share.
- 11/17/2023 Management met with the 14 new employees from the Basic Training class. The new Officers started to work at the facility beginning 11/20/2023.
- 11/21-11/22/2023 The Management Team held Town Hall meetings on both shifts to discuss the possibility of moving Teachers and Case Managers back to 10-hour shifts with an effective date of January 1st. This allowed an affected staff to ask questions and discuss their concerns with the management team.
- 11/30/2023 Shift Commanders and Associate Wardens to Headquarters for an Executive team presentation.

December

- 12/1/2023 The Management presented certificates during the morning meeting to three staff members for their promotions.
- 12/4/2023 SCF welcomed 16 new staff members.
- 12/7/2023 Major MacIntosh's team facilitated SCF's December Fast Track Hiring Event two contingent offers were made and accepted. Two are pending additional follow-up/verification.
- 12/7/2023 Managers collaborated with staff handing out candy and January Fast Track flyers at the Parade of Lights in Sterling.
- 12/8/2023 Survey results regarding a potential return to 10-hour shifts from our current critical staffing schedule were shared with Case Managers and Teachers.
- 12/8/2023 Associate Warden Rios and Lieutenant John Lusk represented SCF in Colorado Springs attending graduation ceremonies for BT 560. They welcomed all the new employees coming to the facility.

Third Quarter

January

- 1/18/2024: Fast Track hiring event hosted 21 applicants 17 participated with 7 same-day contingent job offers and 4 pending background.
- 1/31/2024: SCF welcomed 15 new employees this month.

February

- SCF promoted one CM I employee to CM II and seven CO I employees to CO II.
- SCF has welcomed 18 new staff.
- Colorado WINS representatives visited SCF to speak with staff and answer questions.
- Rikki Quintero from the Headquarters Wellness Team was at SCF to talk with staff.
- The Training department hosted a career development class called Positive Professional Training.
- 2/21/2024 - Major MacIntosh's team hosted SCF's February Fast Track Hiring Event. Jack Zeller and Jay Julian from the CDOC TAG were at SCF to assist potential employees with the process. Five contingent offers were made and accepted. Two additional participants are pending follow-up/verification.

March

- Rikki Quintero from the Headquarters Wellness Team was at SCF to talk with staff.
- Town Hall meetings were held to discuss a pause on Correctional Officers returning to 8-hour shifts for another month.
- Nine Correctional Officers were promoted to CO IIs this month.
- CO Ginga Elbel and CO Mileena Borges were presented with Certificates of Promotion by Warden Long for the promotion to Case Manager I. Breann Steele was also promoted to CM II.
- Guy Edmonds from the Colorado Peace Officers Foundation was at the facility to present the Training Academy and visit all SCF staff.
- 3/21/2024 Major MacIntosh's team hosted SCF's March Fast Track Hiring Event. Cheryl Ahumada, CDOC TAG, was at SCF to assist potential employees with the FT process. Two contingent offers were made and accepted. One additional participant is pending follow-up/verification.
- 3/22/2024 Sgt Reed received the department's Value of Life award. Sgt Reed was recognized for his decisive actions in the dining hall.
- 3/27/2024 Lt. Andrew Paugh and Lt. Juan Diaz were recognized for their contributions as SORT Operators responding to a large-scale disturbance at the Crowley County Correctional Facility. Both received the CDOC Team Excellence Award.
- SCF welcomed 18 new hires in March.

Fourth Quarter

April

- SCF welcomed 20 new hires in April.
- 4/13/2024-4/14/2024 The Management Team led Town Hall meetings daily at 10:45 am and 7:00 pm to discuss Correctional Officer I employees returning to 8-hour shifts from the 12-hour shifts effective 5/1/24. The seven-step coverage plan was reviewed to help when the facility falls into minimum staffing.
- 04/23/2024 Warden Long and a staff council member brought cookies to Unit 1 and visited with staff. Warden Long was there to answer questions and talk with the staff about policy and procedures and anything else that the staff wanted to visit with him about.
- 04/24/2024 Major MacIntosh's team hosted SCF's April Fast Track Hiring Event. Cheryl Ahumada CDOC TAG was at SCF to assist potential employees with the FT process. Out of 17 registered candidates and 2 walk-ins, 11 candidates attended, which resulted in 3 contingent job offers. We have 1 candidate pending BIU, 3 pending former employee verifications, and 1 on the eligibility list for Food Service, which will be referred to this week.
- Captains Clare and Scott, and Mike Tidwell represented SCF at the McCook, NE Community College Job Fair. There was promising interest from participants in careers with the Colorado Department of Corrections. SCF is committed to finding creative solutions to address staffing shortages and continues to collaborate with community partners.

May

- 05/01/2024 Correctional Officers transitioned back to 8-hour shifts completing SCF's movement from 12 to 8 hrs.
- 05/7/2024 Joshua Harenberg was presented the Value of Life Award for an incident of life-saving measures at Limon Correctional Facility before he transferred to Sterling.
- 5/8/2024 Sterling Correctional Facility held an Awards Ceremony to recognize employees who have worked with DOC for five years up to thirty years. They were presented with a certificate and a pin. After the ceremony, there was cake and refreshments for all staff.
- SCF welcomed 8 new hires in May.
- Case Manager Iris Christians was honored for her 25 years of dedicated State service. Staff threw her a potluck lunch to help celebrate her retirement.
- 5/13 and 5/29 Warden Long went to Living Unit 2 on the swing shift and Living Unit on the grave shift and had cookies with the Officers. This allowed engaging with them and answering any questions or concerns they had.
- 05/16/2024 Major MacIntosh's team hosted SCF's May Fast Track Hiring Event. CDOC TAG was at SCF to assist potential employees with the FT process. Out of 12 registered candidates 9 candidates attended, which resulted in 4 candidates pending BIU, 1 pending former employee verifications, and 1 on the eligibility list for Administrative Assistant.

June

- Patrick Dahlinger, retired after 24 years of service with the Department of Corrections. We thank him for his commitment and hard work during his time with the Facility.
- SCF welcomed 14 new hires in June.
- 06/04/2024 Warden Long met with the new sergeants to congratulate them on their promotions and hard work.
- 06/04/2024 & 06/05/2024 Gina Long from Headquarters was at SCF to train a supervisor class.
- 6/20/2024 Warden Long presents Captain Carol Thomas with the Department of Colorado Veterans of Foreign Wars, Correctional Officer of the Year award.
- 6/20/2024 Major MacIntosh's team hosted SCF's June Fast Track Hiring Event. CDOC TAG members Jonna Castanos and Jay Julian were at SCF to assist potential employees with the Fast Track process. There were 23 registered candidates of which 16 candidates attended, and one walk-in. Six candidates were offered a contingent offer and accepted, two were waitlisted for temp aide interviews, two more were put on the waitlist, and two are pending further information.

SCF MEASURES

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Number of Participants for Hiring Events													
Number of Staff Recognition Efforts													

Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
2			High	SCF Management Team			No	1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	2.2							1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing

First Quarter

July
August

second Quarter

October

- 10/5/2023 The leather shop has surpassed sales from last year. This year’s sales are \$119,512.
- 10/5/2023-10-6-2023 Gabe Koen, (offender-led programs) visited the Facility.
- 10/5/2023 10/6/2023- Associate Warden Dorcey and Lt. Ruiz participated in the G.R.A.C.C.E. Alliance interviews for the committee.
- Major Dorcey participated in the Programs meeting with Regional Faith and Citizen Coordinator, Andy Zack.
- 10/9/2023-10/12/2023 Associate Warden Dorcey and Associate Warden Rios attended the Women Working in Corrections and Juvenile Justice conference in Oregon.
- 10/12/2023 Offenders and InReach staff participated in an all-day event.
- 10/16/2023 PRIN presentation for managers and HQ By Shannon Sliva and Warden Long.
- 10/17/2023 G.R.A.C.C.E. Alliance interviews for staff members to be part of the committee.
- 10/24/2023 Management participated in a Restore meeting with Parole staff.
- 10/24/2023 Six Offenders took the GED test in West Programs.
- 10/26/2023 Three offenders were able to complete their GED testing.

- 10/26/2023 the Library held a Halloween program for the Offenders on the West side.
- 10/27/2023 CrossFit RF2 graduation.
- 10/27/2023 VFW Post 12226 held a ceremony to officially welcome the first VFW Post at the facility and in the prison system. 18 offenders were honored as members. VFW representatives John Keene, James Sheridan, Mike White, Marietta White, Phil Reinpold, and Linda Reinpold were in attendance.
- 10/27/2023 Leigh Burrows visited the Facility.

November

- 11/8/2023 Staff were selected to be part of the inaugural committee of the G.R.A.A.C.E Alliance here at Sterling Correctional Facility.
- 11/9/2023 Five Offenders were able to complete their GED testing.
- 11/9/2023 PRIN presentation for managers
- 11/13-14/2023 Rebecca Johannsen, from the Colorado Attorney General's Office, and attorneys Lynly Egyes, Shawn Meerkamper, Paula Greisen, and Scott Medlock were at the Facility representing the Plaintiffs and providing information from the Raven decree. Living Unit 22 was toured and possibilities regarding a Transgender population were discussed.
- 11/13/2023 The facility was under an IAP for an event that the Volunteer Program put together for the offenders. The event featured World Powerlifting Champion, CT Fletcher. He told his motivational story and allowed the offenders a photo with him.
- 11/15-11-17/2023 offenders participated in mental health peer assistant training.
- 11/16/2023 Three offenders were able to complete their GED testing.
- 11/17/2023 Staff training for all new members of G.R.A.A.C.E Alliance.
- 11/17/2023 PRIN meeting was held.
- 11/20/2023 Mental Health Clinician Jason Guidry, was at the facility to meet with seven Mental Health Peer Assistants.
- 11/30/2023 Staff and offender training G.R.A.A.C.E Alliance.

December

- Certificates awarded:
Moral Recognition Therapy ~ 9 offenders
- Eleven Offenders were able to complete their GED testing in December.
- The first event under consideration is the tattoo removal program for offenders close to getting out of prison. No date has been selected at this time.

Third Quarter

January

- Nineteen offenders were able to complete GED testing in January.
- 1/3/24, Stephen Harnett, Director of CU-Denver's College-in-Prison Program, and Meghan Cosgrove, professor at CU-Denver, visited SCF to interview a couple of offenders for the university's online arts journal. They interviewed [REDACTED] and [REDACTED].
- 1/17/2024 PRIN held an advisory meeting. Matthew Hansen, Associate Warden Dorcey, Warden Long, and Jessica Book attended.
- This month the focus of the G.R.A.A.C.E Alliance was coming up with ideas on how to promote EDI.

February

- G.R.A.A.C.E Alliance will organize and host a cryptocurrency class open to staff and inmates. They will host 2-3 (4-hour classes) at a maximum of 30-person capacity.
- G.R.A.A.C.E Alliance ambassadors met with staff every other Friday to discuss updates on current projects and EDI issues. This began on Friday, 2/23.
- SCF expanded in-person visitation opportunities. An additional visiting room was opened. SCF's new schedule was initiated, allowing Min/Min-R, Medium, Close, and Protective Custody to visit simultaneously utilizing three separate visiting rooms which increased the

weekly opportunity per offender by 100%.

- Red Rocks Community College allowed Minimum/minimum R offenders to participate in an OSHA Outreach Training Program for the Construction Industry. This training is offered to offenders with an anticipated release date or PED within six months to a year.

March

- G.R.A.A.C.E Alliance ambassadors met with staff every other Friday to discuss updates on current projects and EDI issues. These issues include painting or etching the handicap logo on designated tables in the eating areas.
- 3/14/24 -Meeting with Deni Montano, Peer Programs Coordinator at HQ. Prison Programs is partnering with DOC Behavioral Health concerning offender-led programs - especially those dealing with any wellness or mental health component. Deni asked us to submit the curriculums for the various offender-led programs at SCF so that the Executive Staff can review them. This is being asked of all facilities.
- 3/15/24 - LiAnn Richardson, Division Chair for Prison Education with Trinidad State College, visited SCF to meet with the current students.
- 3/15/2024 PRIN is looking into a virtual meeting between 4 sites with those involved in the PRIN/Urban research project.
- 3/29/2024 PRIN held a blended event for both staff and the incarcerated. Alyce Sebring, Mental Health Trainer from Head Quarters via Zoom, conducted a special presentation/training opportunity about mental health awareness and communication for those who attended.
- 3/29-30/2024- Programs held a 3 on 3 basketball tournament with inmates competing against inmates in double-elimination games.

Fourth Quarter

April

- G.R.A.A.C.E Alliance held a presentation for 82 inmates on Bitcoin. The guest speaker was Justin Rhedrick. The topic of a potential expansion of the Bitcoin presentation and pilot program in Sterling was discussed.
- G.R.A.A.C.E Alliance ambassadors met with staff every other Friday to discuss updates on current projects and EDI issues. These issues include bitcoin mining in SCF, EDI planning for the June pride event, and getting a class for the two groups to meet.
- 7Habits on the Inside: The programming group that provides the “7Habits of Highly Effective People” (*On the Inside* version) including a resident Facilitator and Core Group team, supervised by Teacher II Book, are very pleased to have been able to graduate not one, not even two, but *three* separate classes in April.
- 4/12/2024 Melissa Smith, Director of Prisons Operations, Warden Ryan Long, Major Timothy McCarthy, Mark Lockefer (AG’s Office), and Julie Graham were at SCF to tour the facility and look at the unit that will be the transgender unit in the future. They also visited with staff and answered any questions that they had.
- 4/11/2024 Sterling Correctional Facility hosted Grammy-Award-winning Christian Rapper LaCrea Moore with Cross Purpose for an inspiring musical event with a small Christian Service. SCF West had 230 participants, and SCF East had 143 participants. It was a positive experience and well-received by the staff and offenders present.
- 4/15-4/18/2024 CI representatives were on site to upgrade the offender’s IDs. With the new ID system, tokens were converted into credits and were loaded onto the ID. This process will make it more efficient for the offender so they do not have to carry around tokens any longer.
- 4/16/2024 Sterling Correctional Facility hosted a Concert of Hope facilitated by Eric Genius. Eric Genius is a composer and concert pianist. His goal is to bring Carnegie Hall into facilities to showcase the beauty of music. SCF West had 75 participants and SCF East had 60 participants. All who attended expressed that they enjoyed the event.

May

- 05/08/-05/09/2024 The Facility modified operations to hand out tablets to all offenders. Securus was on site to help distribute and teach the offenders how to use their new tablets.
- 5/13/24 PRIN meeting with the Incarcerated board to prepare for the Cross-Site meeting with the other 4 states participating in PRIN. 10 Incarcerated were present.
- 5/28/2024 Cross-site meeting with Delaware, Vermont, Missouri, and Iowa. 16 Incarcerated were present.
- SCF inmates and NJC President Mike White are pictured with paintings they made for the local college.

June

- 6/28/2024 the P.T.S.D Awareness class held a Graduation Ceremony.
- 6/22/2024 An IAP was initiated for a Bill Glass Ministries Yard Event- “Colorado Day of Champions.” Approximately 20 motorcyclists held a yard event with special guest speakers in the Northeast yard and Protective Custody gym.
- 6/27/2024 Colorado State Representatives, Deputy Executive Director Hansen, Deputy Executive Director Community Operations McGrath, Director of Prisons Melissa Smith, Inspector General Lake PIO Garcia- Gonzales, and Legislative Liaison Shock Veterans Justice League Members, and Active duty Service Members (Jennifer Parenti, Tom Sullivan, Scott Bottoms, Anthony Harstook, Don Wilson, Matthew Martinez, Ryan Armagost, Mike Lynch, Bob Marshall, Ken Degraff, Richard Holtorf, Gabe Evans. Manuel Menendez, Carmen Menendez, John Smith, Pamela Davis, Anthony McCollin, Ryan Wilcox Harris, Eric Savini, Michael Miller, Anthony Woodmansee, Aaron Brill, Sanford Lee, Kaysi Gastelum, Ryan Garza, Sean Sant, Christian Guzman, Bruce Cowan & Jeffrey Kramer) came to the facility to participate in a recognition ceremony acknowledging Incarcerated Veterans for their participation in meetings with at-risk Active Duty Service Members. The guest speaker for the ceremony was Representative Ortiz.

SCF MEASURES

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Number of Dynamic Security Interactions	1,609	1,487	1,183	1,647	1,792	3,053	3,072	3,161	3,202	2,422	2,361	3,374	25,291
Number of Peer-to-Peer Mentoring Interactions (Hours)	24,774.50	28,975	20,959	19,111	23,537	22,254	13,736	17,029	20,075	23,111	25,496	26,473	265,530.5

Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
3		SCF Will Modernize the Facility and Operational Infrastructure.	High	SCF Management Team	07/01/23	06/30/24	No	1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	3.1	Improvement (Security Equipment; Mail Scanners)						1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	3.2	Fleet Updates (Electric Buses, Charging Stations, and Incarcerated Workforce Opportunities)						1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	3.3	Evaluation of Facility Footprint (Utilization, Water Rights, Building Use)						1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing

First Quarter

July

- Electrical - converted 12 - 4' fluorescent to LED
- 7/5- 7/7/2023- Superior Roofing was at SCF and replaced the support building roof.
- 7/13/2023- Associate Warden Dorcey participated in the facility tour for the FMS engineers to offer us a bid to work on door access control panels.
- 7/17/2023- JHL was on site performing locates to prepare for the excavation team when they came to start the installation of SCF's steam/condensation lines.
- 7/20/2023- Excel staff were on site providing services to our transformers.
- 7/31-8/4/2023- Superior Roofing replaced the roof on Living Unit 4.

August

- Electrical - converted two parking lot lights to LED
- 8/1/2023- Major Schumacher and his team met with JHL regarding our condensate/steam project.
- 8/31- 9/8/2023 ~ SCF began preparations for incoming PC inmates by assigning Managers and Captains to identify areas that need planning (policy, operations, food service, recreation, etc.) These groups will then elicit line staff to be a part of committees that will review proposed plans, provide input, and create the processes.

September

- Gen Tech installed a rebuilt breaker so all generators are now online.
- 9/1/2023 report received for reporting dates of 8/01/2023-8/31/2023. Go Green picked up 8 bales of cardboard, 3 bales of plastic, and 195 pallets for recycling. 17,240 lbs. of metal were taken to Atwood Metal for scrap. 45.62 tons of trash was taken to the landfill.
- 9/8/2023 - With the transition of MCC from SCF to CCF, SCF decreased 46 beds last week and an additional 64 beds today. The new facility capacity will be updated in eOmni to reflect a facility capacity of 1872.
- 9/8/2023 Associate Warden Rios and Major Piel met with scanner technicians and facility staff and attended the refresher training for the scanner in its new location.
- 9/11-9/15 Associate Warden Rios and Major Raff worked with all affected areas and staff for the collaboration and input to draft an AR 650-02 update.
- 9/12/2023 Programs met to discuss the movement of Protective Custody and how it will align with the General Population.
- 9/19/2023 RaySecur held training in Denver for the mail scanner in the mailroom on setup, power-up, and basic operations procedures.
- 9/25/2023 The SCF Visiting Department transitioned from paper plates to reusable plastic trays.
- HVAC - Boring crew started working on 9/27/23 for the new condensate line.
- 9/28/2023 Linev technicians returned to SCF and repaired the body scanner. Training resumed.
- 9/29/2023 As of the end of September, SCF has converted 67% of the lighting to LED lighting.

Second Quarter

October

- HVAC - The condensate project has bored from the perimeter road to Sally Port.
- Electronics - Time clocks have been worked on. Door inspections have been done to work on the upcoming project of converting doors to new microprocessors.
- Maintenance, Electrical, and Plumbing have been working on LU 6-8 in anticipation of the arrival of the PC offenders.
- Electrical - front parking lot lights have been converted to LED
- The roofers have moved over to the East Support Building.
- 10/2/2023-10/3/2023- JHL was on-site. And bored the 2nd and final pipe under the perimeter fence.

- 10/3/2023-10/4/2023- Superior Roofing was on-site working on the support roof metal and MCC rooftops.
- 10/6/2023 A Physical Plant Manager conference was held with the Physical Plant and FMS.
- 10/5/2023-10/6/2023- Management participated in virtual Town Hall meetings for the new phone system transition from GLT to Securus, topics on areas that are new with scheduling, and the structure going forward from the transition of MCC to PC. The meetings were held at 10:45 am and 8:00 pm.
- 10/8/2023- Management held Town Hall meetings at 10:45 am and 8:00 pm to discuss the technical difficulties with Securus. A Google Spreadsheet was made for Staff to list any issues so they can be addressed properly and on time.
- 10/12/2023- Major Piel attended training for the new body scanner led by Lt. Lusk and Admin III Robin Hautb.
- 10/14/2023 SCF was under an IAP for OIT Patchwork. A system update was performed on all DOC state computers. This update lasted two hours and impacted operations such as count and movement making them unavailable for that period.
- 10/24/2023 Maintenance made rounds with the electrician replacing door panels.

November

- Superior Roofing was on site, tanners and roofers have been working on the East Support roof.
- The condensate line has moved forward laying lines for the new condensate.
- Virtual meetings were held for the Kitchen renovation project. The boiler system valves were replaced at the beginning of the month.

December

- Maintenance converted lights to LED in the Northwest and Southwest yards.
- Maintenance continues to work on the condensate/steam lines throughout the facility and has virtual meetings to discuss the ongoing project. The facility also has Superior Roofing on the grounds working on the support roof and participating in on-site meetings. Virtual meetings are being held for the Kitchen renovation project.
- JHL continues to be onsite working on the condensate/steam line. Superior Roofing is also onsite continuing the work on the roof. They have completed their last rooftop and are working on getting tanners working on support.
- 12/13/2023 Securus was on site to repair and replace phones.

Third Quarter

January

- Changed LU 5 to PC and converted LU 6 to RH
- Converted lights to LED in the blue building in the back at Physical Plant
- Condensate line work is ongoing. Expectations appear to be 20 days behind schedule with them bringing in more staff.
- Superior roofing - finalizing punch list so the engineer can approve Carlise's expectation to accept warranty
- Kitchen renovation meetings ongoing.
- 1-12 through 1-14-2024: Three staff members were called in to fix issues caused by the severe cold temperatures. 28 combined hours were needed to work on doors, electrical issues, gate issues, and the northwest compound slider/trash compactor.

February

- Physical Plant manager meeting - went over entries in Sprocket, usage of CDLs for facility 3
- Finished offices up front are needing the final electrical inspection.
- Restarted work on the exterior stair roof access to the East side housing units.
- Condensate line work is ongoing. Expectations appear to be 20 days behind schedule with them bringing in more staff.
- Superior roofing - finalizing punch list so the engineer can approve Carlise's expectation to accept warranty
- Kitchen renovation meetings ongoing.
- Thorpe took Broadband on a facility tour and discussed ways they wanted to create their architectural plans.
- Maintenance participated in an Energy Performance Contract Audit meeting.

March

- Superior Roofing finished on the initial contract for the roofing and they also won the bid for the East side roofing.
- Offices up front had their final inspection for Electrical.
- Maintenance started on MAT rooms for East and West Medical.
- Condensate line is ongoing.
- Kitchen renovation meetings are also ongoing.
- Lt. Thorpe continued to work with Broadband and Securus escorting them around the facility.
- SCF had an energizer to the non-lethal fence go down. A new one was ordered and came in and was programmed within the first week of April.
- Joan Chavez was here to speak to energy-saving ideas. She took a tour of the facility and suggested new plans for the upcoming fiscal year to get SCF to increase energy savings.

Fourth Quarter

April

- Maintenance converted 10 pole lights in East No Man’s Land to LED. Maintenance also converted 15 high bay lights to LED in the IA building and converted 171 four-foot bulbs to LED
- Generator one was down due to a leak.
- Condensate line is still ongoing.
- Kitchen renovations are ongoing.
- 4/18/2024 Insurance adjusters were on-site to walk through and inspect the damage from the windstorms earlier in the month. A meeting was held regarding door hardware for the Kitchen Renovation Project. Trane was on-grounds to inspect the chillers and started chiller #2 for the facility.

May

- The steam had to be shut off to the Facility due to the steam/condensate project.
- Kitchen renovations are ongoing.
- 5/8/2024 The fire suppression system in the CI building was shut off for the removal of material and the upcoming kitchen renovation.
- Roofers started on the East units.
- The cooler/freezer project for the warehouse was completed.

June

- Hot water service to the facility was interrupted for approximately 8 hours to allow contractors to continue working on the steam/condensate project.
- 6/7/2024 The pathway that leads through the Northwest slider to the West Visiting/Administration Building was unavailable due to concrete being poured for the walkway.

SCF MEASURES

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Pieces of Mail Scanned	19,270	21,204	16,312	23,905	20,396	22,228	25,261	21,638	20,457	55,400	53,461	46,185	345,717
Pieces of Mail Scanned New Scanner Implemented 10/01/23	NA	NA	NA	613	505	504	565	575	637	703	659	528	5,289

WebEx Appearances	48	71	55	49	73	54	78	53	60	59	62	63	725
Water Consumption	14,896	10,079	10,741	7,767	5,585	7,260	5,848	5,984	7,023	5,802	6,112	10,071	97,168
Gas Consumption	3,906	4,685	4,400	6,634	8,779	8,325	10,207	8,094	7,226	5,937	5,154	Not Yet Received	Not Yet Received
Electrical Consumption	946,512	1,456,025	93,621	1,071,740	885,697	897,003	1,085,371	904,154	918,680	684,404	823,957	Not Yet Received	Not Yet Received
Renewable Energy Efficiency	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received	Not Yet Received

Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
4		Enhance Facility Safety and Security	High	SCF Management Team	07/01/23	06/30/24	No	1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	4.1	Security Monitoring Exercises.						1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing
	4.2	Special Teams (Training, Operations, Functions)						1 st Qtr: Ongoing 2 nd Qtr: Ongoing 3 rd Qtr: Ongoing 4 th Qtr: Ongoing

First Quarter

July

- 7/10/2023- Special Teams held a combined training event and a birthday celebration, including a piñata, at the SCF Range House. During the training, they engaged in practical application scenarios and team-building activities. The management team attended to support and cook the meals for our teams.
- 7/19/2023- The State Health Department was on site for our facility inspection.
- 7/20/2023- MEI on site inspecting all elevators throughout the facility.
- 7/25- 7/28/2023- Management Team present and involved in the facility security audit.

August

- 8/21/2023- A Security Monitoring Exercise was conducted on fentanyl exposure in the LU 31 operations office to test staff knowledge and medical response. A debrief was conducted after the exercise.
- 8/30/2023 Operations meeting was held.

September

- 9/11/2023 A Map tech class was held for Special Teams.
- 9/11/2023 Special Teams held a combined training in collaboration with local law enforcement
- 9/11-9/15/2023 - SCF underwent a Vulnerability Audit.
- 9/21/2023 SCF was under an IAP for Flu Shots.

Second Quarter

October

- 10/12/2023- ERT was activated to Limon including five of the SCF staff
- 10/26/2023 Operations meeting was held with staff and managers.

November

- 11/13-11/16/2023 SCF hosted a Mock Audit utilizing the new CDOC compliance instrument replacing the ACA Audit process. 12 compliance coordinators, two kitchen auditors and 3 life safety auditors interviewed staff and management. Auditors from HQ, CSP, Centennial, Limon, Trinidad, Arkansas Valley, Fremont, Denver, Canon Minimum Center, YOS, and La Vista attended. The audit team was very impressed with the size and scope of SCF's operations.

December

- 12/5-12/6/2023 Town Hall meetings were held for the day and night shifts to discuss dangerous contraband RFP processes. Staff engaged with and asked the management team questions regarding the process.
- 12/7/2023 The Sterling Correctional Facility Clinic was under an IAP for flu vaccinations. The Facility was locked down and operations were modified to support medical service operations in administering flu vaccines to the offender population.
- 12/27-12/30-2023 Town Hall meetings were held for the day and the night shifts to discuss the importance of signing post orders, Control Center operations, and how to use verbal de-escalation techniques when a situation occurs with an offender.

Third Quarter

January

- 1/9/2024 Unit 2 was under an IAP for a comprehensive search. This was done to detect and remove dangerous contraband from the unit.
- 1/22 through 1/26/2024 SCF underwent a Vulnerability Assessment.
- 1/24/2024 SCF was on a MA-12 lockdown. Footprints were found outside of the fence and on the inner fence dirt path. An emergency count was cleared and staff accountability was cleared. Maintenance staff was contacted to disc the dirt along the outer fence. All notifications were made.
- 1/25/2024 Living Unit 4 was under an IAP for a comprehensive search. This was done to detect and remove dangerous contraband from the unit. The facility began modified operations, which consisted of the offenders being confined to their cells to allow the facility to operate at graveyard minimums, which let additional staff on duty assist in the Living Unit 4 search.
- 1/31/2024 The January Operations meeting was held in the Command Center. There were 23 attendees including SCF management and supervisors. Each manager gave a summary of current operations in their respective area.

February

- The February Operations meeting was held on February 28th at 8:15 AM in the Command Center. There were 23 attendees, including SCF management and supervisors. Each manager gave a summary of current operations in their respective area.
- The Shift Commander was notified that footprints were found on the disc trail outside of the perimeter fence in Zone 16. Zone 16 is adjacent to ongoing condensate line replacement operations. The Shift Commander initiated SCF's Emergency Response Plan. The facility was locked down, and Emergency Count and Staff Accountability were initiated. Staff searched the perimeter fence line; no breach points were identified. The Shift Commander returned SCF to normal operations after Count and Staff Accountability. A debrief was conducted in West Operations. It was determined that the incident was not an exercise or a drill. The most probable cause was contractor movement on the disc trail. The Physical Plant Manager will coordinate with contractors regarding steps to be taken if they enter the disc trail. The footprints were removed.

March

- 3/7/2024 at approximately 2:00 pm after the noon meal, several groups of close custody offenders began fighting. The fights occurred in the unit and the northwest yard. A phase II response was initiated. Multiple utilizations of force were necessary to reestablish control in the quadrant. During the incident in the yard, a warning shot was utilized to gain compliance. No staff were injured, and no SBI was identified. LU 4 was placed on lockdown. An IAP was generated.
- 3/17/2024 a security monitoring exercise was conducted to test staff response and awareness of contraband detection with scanning

and receiving items allowed in our Restrictive Housing Unit. There was a debriefing at the end of the exercise.

- 3/19/2024 An IAP was initiated to facilitate a comprehensive search in LU 1. The search was necessary to detect and remove dangerous contraband from the unit. All offender footwear was checked to verify notching in compliance with the policy. The facility modified operations to adjust staffing to graveyard minimums freeing additional staff to assist in the LU 1 search. The IAP objectives were met and the facility was returned to normal operations at 1630.

Fourth Quarter

April

- 4/16/2024 SCF modified operations to facilitate the exchange of all 37mm, 870, and AR-15 delivery/weapon systems and associated ammunition, currently located inside the facility's East Side. The weapon systems and ammunition were removed from the lockers and taken to the SCF Armory. The Facility Armorer verified inventories and completed functionality checks. Ammunitions were inspected. Upon completion weapons/delivery systems and ammunition were returned to their secure storage locations.
- 04/26/2024 Warden Long, Associate Warden Rios, Captain Scott, and Major Piel attended the 26th SORT Academy graduation ceremony where SCF's Lt Johanna Kennedy was recognized for completing the SORT academy.
- The April Operations meeting was held on April 24th at 8:15 AM in the Command Center. There were 21 attendees, including SCF management and supervisors. Each manager gave a summary of current operations in their respective area.

May

- The May Operations meeting was held on May 23rd at 8:15 AM in the Command Center. There were 21 attendees, including SCF management and supervisors. Each manager gave a summary of current operations in their respective area.
- 05/21-5/23/2024 SCF initiated an IAP for the Protective Custody and Restrictive Housing units. During this time, the units were searched including all cells and common areas to look for dangerous weapons and other contraband.
- 05/23/2024 SCF initiated an IAP for LU 4 Close Custody due to multiple weapons being located. An operational IAP will be developed to support a search of LU 4.

June

- 06/25-26/2024 SCF initiated an IAP for the East Housing units. During this time, the units were searched including all cells and common areas to look for dangerous contraband.
- The June Operations meeting was held on June 27th at 8:15 AM in the Command Center. There were 21 attendees, including SCF management and supervisors. Each manager gave a summary of current operations in their respective area.

SCF MEASURES

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
Number of SME's	9	5	13	5	4	3	3	5	5	5	6	5	65
Number of Special Team Activities	4	4	7	2	2	1	6	3	5	4	5	4	47

OPERATIONS

1. MAJOR DEVELOPMENTS/ACCOMPLISHMENTS

First Quarter:

- 7/21/2023- New tables installed in LU 7 in anticipation of the population change. This transition continued for all of MCC into the next couple of months.
- 7/24/2023- A team from headquarters toured LU 22 for the anticipated transgender unit.
- 7/26/2023- Staff Council had a bake sale fundraiser.
- 9/8/2023 On Thursday, 9/7 Unit 6, was vacated. Beginning Friday, 9/8, one staff will be assigned to the Control Center to maintain

door operations. This will enable the facility to adjust staffing for the increase of one officer to Unit 4 which will fully staff Unit 4 under the Close custody staffing matrix. This will then allow for the intake of inmates to Unit 4 to reach its current capacity of 194.

- 9/18/2023 Broadband Pre-bid tour with FMS and contractors
- 9/27/2023 Maintenance completed removal of the rec. modules that will be shipped to Centennial next week.
- 9/28/23 JHL bore holes under all 3 fences at the facility for the condensate line.

Second Quarter:

- 10/5/2023- A second Flu clinic was held for the offenders.
- 10/4/2023- Staff Council held a Bake Sale and Famers Market which raised \$930.00 that will go towards all SCF staff.
- 11/15/2023 Staff Council held an Autumn Market and Silent Auction. The Bake sale raised \$417.00 and the silent auction raised \$875.00. The money earned will go right back to the staff for special events.
- 12/20/2023 Staff Council and SCF staff partnered with Help for Abused Partners to provide 19 families with a Christmas meal box. Out of those 19 families, they provided 43 children with several gifts for Christmas morning. Staff Council and SCF employees have partnered with Help for Abused Partners to provide gifts and meals for over 15 years.
- 12/19/2023 Representatives from the ADA/DU law monitoring tour group were on site, and multiple staff and offenders were interviewed. Major Macintosh lead the tour. A synopsis of events was shared with HQ.

Third Quarter:

- 1/24/2024 Captain Sherwood and Visiting staff underwent training from Securus for video visits. Staff is excited to be able to offer the option for video visitation once again since Securus has taken over the phone platform.
- Staff Council sold chocolate-covered strawberries that staff could buy and send to other staff or take home to someone special. This helped raise \$720.00 for staff.
- Special Teams held a bake sale that raised \$515.00 for new equipment and to help send team members to academies.
- SCF conducted an Incident Action Plan (IAP) to permanently move offenders in Protective Custody from Unit 6 to Unit 5 and Restrictive Housing from Unit 5 to Unit 6. This movement accommodates the Department's need for more beds in Protective Custody.

Fourth Quarter:

- 4/10/2024 SCF began modified operations to allow medical staff to sweep all durable medical equipment in possession of the offenders. Each unit was locked down so medical and security staff could go to every cell in each unit to verify all equipment in the offender's possession.
- 4/12/2024 Major Reyes and other staff on the SCF Leadership Team met with transgender offenders interested in the VTU. Julie Graham, SME from Washington, Warden Ryan Long, and Director Melissa Smith were guests at the meeting.
- 4/15/2024 Culinary reopened after having to shut down for COVID. This is great for both offenders and staff. It opened up opportunities for the offenders to learn new skills and gave the staff options for great food inside the facility.
- 05/06/2024 SCF kicked off Staff appreciation week with friends and family tours. 48 staff members signed up family and friends, which totaled 106 family and friends who got to tour the facility.
- 05/07/2024 Girl Scout Troop 76180 donated cookies to the facility after selecting Sterling Correctional Facility as its Hometown Hero.
- The Facility celebrated its 25th anniversary on June 26th. The Facility officially opened in June of 1999. Staff council and the Management team handed out 25th-anniversary coins and cake to help celebrate.
- 6/17-6/18/2024 Robert Butcher, Louis Saiz, and Dylan Hager performed an internal PREA assessment for the facility. On June 24th SCF received a positive PREA Assessment Outcome with 2 best practices identified.

2. **TRENDS/ISSUES AND ACTIONS TAKEN**

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

First Quarter:

- 7/10/2023- At Sterling Correctional Facility, at approximately 2:00 AM the Shift Commander was made aware of a loss of water pressure throughout the facility. The boiler house was contacted and discovered that the intake water supply to the water storage tanks had been shut off and the tanks were empty. They worked on correcting the issue and expected the water pressure to be restored before 6:00 AM. Due to the lack of water pressure, the chillers had to be shut down and boiler power had to be reduced.
- 9/7/2023 - CIPS will not be processing phone lists beginning Sept 7, 2023, for SCF due to the transition of the inmate phone system starting next week. Once the offender accounts have been implemented into the new system, we will begin processing phone lists.
- 9/8/2023 On Thursday, 9/7 Unit 6, was vacated. Beginning Friday, 9/8, one staff will be assigned to the Control Center to maintain door operations. This will enable the facility to adjust staffing for the increase of one officer to Unit 4 which will fully staff Unit 4 under the Close custody staffing matrix. This will then allow for the intake of inmates to Unit 4 to reach its current capacity of 194.

Second Quarter:

- 10/5/2023 Securus detected an issue with the free call process on their system. They have fixed it and it should be running correctly on Sunday, October 8th. Offenders will get their first 2 calls for free.
- 10/5/2023 Major Macintosh met with Securus representatives to find out where the wire can be run for video visits. Securus did install wiring in the Southeast Roll Call room.
- 10/17/2023 Major Dorcey conducted a meeting with the Protective Custody Case Managers to prepare for the Protective Custody movement.
- 11/4 and 11/5/2023, Sterling Correctional Facility took on a historical endeavor of moving 183 inmates from Buena Vista Correctional Facility and Arkansas Valley Correctional Facility into Units 6, 7, and 8. This Saturday and Sunday, Sterling Correctional Facility took on a historical endeavor of moving 183 inmates from Buena Vista Correctional Facility and Arkansas Valley Correctional Facility into Units 6, 7, and 8.
- 11/29/2023 ACA held an accreditation panel hearing for SCF on November 29th. The ACA Commissioners reviewed our ACA National Audit results and asked questions of SCF staff at the hearing. The following employees attended the hearing; AW Jessica Dorcey, Compliance Coordinator Gina Swanson, Interim HSA Tina Cullyford, and Nurse IV Nicole White. The ACA Commissioners were pleased with our results and approved SCF's re-accreditation.

Third Quarter:

- 1/9/2024-1/13/2024 Management Team led Town Hall meetings at 10:45 am and 7:00 pm daily to discuss the physical location change for Protective Custody. This is because of the growing need for this population and our facility is the only facility that can accommodate them. To achieve this LU 5 will transition populations with LU 6, to increase our ability to house the department's PC population.

Fourth Quarter:

- 4/3/2024 VFW Post 12226 held a ceremony to welcome the first VFW Auxiliary Chapter at SCF. SCF is the only prison in the nation to have a VFW post. Twelve offenders were honored as new members. VFW representatives John Keene, James Sheridan, Mike White, Marietta White, Phil Reinpold, and Linda Reinpold were in attendance. SCF Management Team was represented by AW J Dorcey, Major Leech, and Captain Thomas.
- 04/25/2024 A Securus technician was on-site and successfully restored video visitation capabilities.
- Due to recent increases in protective custody housing needs, the department has expected an influx of additional protective custody offenders. Adjustments were made to the Cloverleaf to accommodate this growing need to house these offenders.
- 05/01/2024 Clinical Services initiated the transition from Suboxone films to Suboxone tablets. This transition holds significance for the department, as tablets are anticipated to decrease diversion and present a more cost-effective option. There was a training that served as an introduction to Opioid Use Disorder and MAT services within CDOC. This training provided staff with education and information regarding our shift from films to tablets.

• INCIDENT ALERT DRILLS

Quarter	# of Functional Exercises	# of Table Top Exercises	# of Full-Scale Exercises	Corrective Measures
1 st	5	0	0	0
2 nd	2	1	4	2
3 rd	3	0	1	0
4 th	2	0	1	0

3. SECURITY

REPORTABLE INCIDENTS

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

Incident Type	Q1	Q2	Q3	Q4
Alcohol	32	61	60	46
Ammunition	0	0	1	0
Assault Staff-Attempt	8	4	10	9
Assault Staff - Hazardous Liquid	0	2	1	1
Assault Staff-Spitting	0	0	0	0
Assault Staff with Serious Injury	1	0	1	0
Assault Staff Without Serious Injury	12	10	21	11
Assault Staff - Incidental Contact	0	1	0	0
Attempted Escape	1	2	0	0
Attempted Sexual Act	1	1	0	0
Below Minimum Staffing	119	63	73	170
Cell Extraction (OC Used)	1	1	1	0
Communications	0	0	0	1
Communication Device	16	17	20	41
Damage to Buildings/Property	6	6	2	11

Drugs/Drug Paraphernalia	133	177	171	195
Dry Cell Observation	1	2	0	1
Emergency Transports (Medical)	42	52	40	57
Emergency Transports (Security)	0	0	0	0
Emergent Need Entry	15	4	2	4
Escape Paraphernalia	2	0	0	2
Escape Threat	0	0	0	0
Facility Search/Lockdown	0	1	10	2
Facility Lockdown/Inclement Weather	0	0	0	0
Fight	9	19	21	23
Firearm, Knife, Bludgeon	19	13	19	44
Fire	2	2	0	1
Force Team Activated (No UOF)	3	0	0	0
Forced Cell Entry (Traditional)	0	0	0	0
Group Disturbance	0	1	1	0
Hard Empty Hand Control	3	4	3	3
Hard Intermediate Control	0	0	1	0
Hostage Situation	0	0	0	0
Hunger Strike (Single Inmate)	12	10	10	13
ID/Uniform/Civilian Clothes	2	4	6	5
Implement Special Controls	0	0	1	0
Incident Alert Drill	0	0	0	1
Injury/Ill Required Off-Ground Transport	3	2	1	1
Inmate Assault with Serious Injury	3	3	4	5
Inmate Assault - Hazardous Liquid	1	1	0	0
Inmate Assault - Spitting	0	0	0	0
Inmate Assault without Serious Injury	24	20	26	25
Keys (Personal/Facility)	1	0	2	1
Medically Attended	0	1	0	0
Medically Unattended	0	0	0	1
Potable Water Device	1	0	0	0
Restraint Chair	0	0	1	0
Security Device	0	2	4	1
Security Equipment	0	0	0	2
Security Monitoring Exercise	13	14	15	23
Self-Inflicted Injury	21	4	11	7
Sexual Act	1	1	2	0
Sexual Contact	0	7	0	0
Sexual Harassment	23	14	11	17
Soft Empty Hand Control	25	29	23	34
Soft Intermediate Control	28	24	24	16
Staff Injury	39	31	37	52
Suicide Attempt (MH Assessment)	1	0	0	2
Tools (Class A & B)	0	0	0	0
Tobacco	0	0	0	0
Unintentional Discharge-Firearm	0	1	0	1
Unknown	0	0	0	0
Utility Service	0	0	0	4
Warning Shot	0	0	14	0
TOTAL	624	616	743	833

PERFORMANCE MEASURES

SEARCHES	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of cell searches East: EH + RH/MCC West: LU 1-4	East: 1109 West: 909	East: 989 West: 650	East: 887 West: 1025	East: 768 West: 705
# of common area searches East: EH + RH/MCC West: LU 1-4, ES + WS	East: 912 West: 1476	East: 736 West: 1518	East: 728 West: 1532	East: 696 West: 1839
TRANSPORTS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Transports done by facility transport personnel	348	336	372	339
# of inmates	533	450	544	498
# of miles	36,739	46,343	53,933	49,165
# of personnel hours	4091	4018	4699	4217
Transports done by non-transport facility personnel	39	30	36	38
# of inmates	40	131	36	41
# of miles	3136	2462	3648	4204
# of personnel hours	630	526	602	632
Hospital Supervision	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of inmates	33	22	23	24
# of personnel hours	1033	2,316	1,704	3,092
Special Teams: # of Active Members	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
ERT	7	9	9	9
SORT	2	1	1	2
ESCAPE	15	18	21	17
Crisis Negotiation	8	9	5	6
Critical Incident Response	4	5	3	3
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		Q2		Q3		Q4	
Class 1 COPDs		Class 1 COPDs		Class 1 COPDs		Class 1 COPDs	
Charges	94	Charges	79	Charges	109	Charges	110
Convictions	99	Convictions	76	Convictions	109	Convictions	102
Convictions to Charges	100%	Convictions to Charges	96.20%	Convictions to Charges	100%	Convictions to Charges	93%
Class 2 COPDs		Class 2 COPDs		Class 2 COPDs		Class 2 COPDs	
Charges	613	Charges	601	Charges	621	Charges	685
Convictions	601	Convictions	583	Convictions	598	Convictions	667
Convictions to Charges	98.04%	Convictions to Charges	97%	Convictions to Charges	96.30%	Convictions to Charges	97%

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	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Requests for Transfers In	2	2	4	3
Requests for Transfers Out	0	0	0	0
# Transferred In	0	1	3	2
# Transferred Out	1	0	3	1
Overtime Hours	Tracked by Payroll	Tracked by Payroll	Tracked by Payroll	Tracked by Payroll
12/16 Hour Shifts	Tracked by Payroll	Tracked by Payroll	Tracked by Payroll	Tracked by Payroll
# of Staff on Flex Schedules	30	39	41	40
FMLA Hours	8,276.21	10,380.16	9,497.47	9,897.33
FAMLI Hours	0	0	2,529.62	4,173.01
Turnover Rate	25.94%	21.50%	19.21%	17.66%
Times under Minimum Staffing	118	69	76	177

VACANCY REPORT	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
# Authorized FTEs	2,132	2107	2108	2107
# Vacancies	553	453	405	372
% Vacancies	25.94%	21.50%	19.21%	17.66%

EMPLOYEE GRIEVANCES	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Step I	1	9	1	1
Step II	3	2	2	0

STAFF TRAINING	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Total Staff Trained	381	550	621	996
Total Staff Training Hours	5700	6394	5640	7660

5. INMATE POPULATION

Insert “Population Data” Quarterly Average, “Inmates Grievances Step 1”, and “Inmate Grievances Step 2” from “Quarterly Reports” data on DOCNET under the “Reporting” tab

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

Population Figures by Scored Custody Level	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Close	242.67	315.00	372.33	389.67
Medium	884.67	970.33	1,003.67	992.00
Minimum	45.33	39.67	51.33	44.67
Minimum Restrictive	646.00	663.33	653.67	650.00
Population Figures Ethnicity				
Am. Indian	70.00	75.67	80.33	84.00
Asian	18.00	17.67	16.00	15.33
Black	367.00	410.33	420.00	414.67
Hispanic	561.00	619.67	661.00	656.67
White	792.00	856.00	896.00	902.00
Hwn/Pacific Island	2.67	2.33	1.67	1.00
Other	5.00	3.67	1.67	1.00
Unknown	3.00	3.00	4.33	1.67
Gang Members by Ethnicity				
Am. Indian	33.67	33.67	29.33	31.33
Asian	5.67	6.00	6.00	5.67
Black	197.00	215.00	221.33	223.67
Hispanic	289.67	346.00	382.00	381.67
White	238.33	267.67	293.33	306.67
Hwn/Pacific Island	0	0	0	0
Other	1.67	2.00	.33	0
Unknown	0	0	0	0

INMATE GRIEVANCES	Q1 July-Sept. 2023		Q2 Oct.-Dec. 2023		Q3 Jan.-Mar. 2023		Q4 Apr.-June 2024	
	Step 1	Step 2	Step 1	Step 2	Step 1	Step 2	Step 1	Step 2
Account	9	1	14	5	11	1	23	6
Assignment discrimination	0	0	0	0	0	0	0	0
Canteen	70	12	149	17	128	72	167	24
Case Management	21	10	11	6	17	8	15	3
Dental	3	2	5	3	6	2	5	0

Disagree with accommodations	5	3	3	3	10	4	4	0
Earned Time	5	0	4	1	11	4	8	4
Equal Access	0	0	1	0	4	0	0	1
Food Service	6	2	22	3	17	3	12	4
Housing Conditions	10	2	28	3	24	9	24	6
Jobs	7	4	13	5	7	5	10	2
Laundry	23	8	15	6	31	10	45	13
Legal Access	7	7	5	3	5	1	3	1
Mailroom	9	3	18	5	10	6	16	5
Medical	102	32	151	26	237	68	174	65
Mental Health	5	0	10	3	25	7	6	3
Other	39	15	99	25	120	42	132	49
PREA	1	1	4	2	4	0	4	4
Physical access compl/Housing	3	1	2	0	3	1	4	3
Privileges	0	0	0	0	5	0	11	3
Programs	0	0	1	1	14	2	13	10
Property	112	43	247	81	132	62	123	43
Publications	7	1	2	2	0	0	3	0
Recreation	0	0	1	0	3	3	5	2
Religion	1	1	3	2	4	4	4	1
Safety	1	0	1	1	1	1	3	0
Sanitation	0	0	0	0	0	0	1	1
Searches	2	1	0	0	1	1	15	7
Staff Conduct	32	21	42	9	84	26	89	26
Staff Issues ADA	0	0	0	0	0	0	3	2
Staff Sexual Harassment	0	0	0	0	0	0	0	0
Urine Analysis	1	2	0	0	0	0	0	0
Visitation	0	1	1	1	2	1	11	1
Hygiene	0	0	1	0	0	0	1	0
TOTAL	485	173	853	213	919	295	934	289

RECREATION	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of Inmates, Who Participate in Programs That Are Structured, Implemented, Supervised, and Coordinated by Recreational Programs. (Include Hair Activities)	July: 2459 Aug: 2389 Sept:2363	Oct: 2530 Nov: 2213 Dec: 2165	Jan: 6075 Feb: 7005 Mar: 7257	Apr: 6805 May: 7102 June: 6874
# of Inmates That Enter Recreation Areas for Any Recreation Activity”	July: 8297 Aug: 8234 Sept: 8254	Oct: 8400 Nov: 7934 Dec: 7548	Jan: 6858 Feb: 6985 Mar: 7124	Apr: 5863 May: 6528 June: 6472
# 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: NA Feb: NA Mar: NA	Apr: N/A May: N/A June: N/A

# of Individual Community Volunteers Involved in the Facility Recreation Program	July: 58 Aug: 61 Sept:56	Oct: 58 Nov: 61 Dec: 65	Jan: NA Feb: NA Mar: NA	Apr: N/A May: N/A June: N/A
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VOLUNTEER PROGRAMS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of Formal Religious Services	July: 44 Aug: 116 Sept: 59	Oct: 59 Nov: 78 Dec: 132	Jan: 195 Feb: 150 March: 188	April: 191 May: 183 June: 175
# of Other Religious Programs (Regularly Scheduled Faith Group Programs; Not Services)	July: 6 Aug: 4 Sept: 14	Oct: 23 Nov: 41 Dec: 16	Jan: 41 Feb: 38 March 38	April: 48 May: 39 June: 28

# of Seminars (Special Events; Count as Event Not # of Days)	July: 1 Aug: 1 Sept: 2	Oct: 1 Nov: 1 Dec: 0	Jan: 0 Feb: 0 March: 2	April: 2 May: 2 June: 2
# of Non-Religious Programs (AA, GED Tutors, etc.)	July: 0 Aug: 0 Sept: 0	Oct: 2 Nov: 2 Dec: 4	Jan: 5 Feb: 5 March: 5	April: 3 May: 3 June:3
# of Inmate Participants (Total Number in Each Event,1 Inmate May Attend Numerous Events and Counted Each Time)	July:438 Aug: 425 Sept: 951	Oct: 564 Nov: 559 Dec: 559	Jan: 791 Feb: 827 March: 822	April: 1,209 May: 1,011 June: 1,863
# of Inmates Served (Do Not Count Inmates More Than Once)	July: 216 Aug: 105 Sept: 547	Oct: 383 Nov: 76 Dec: 85	Jan: 370 Feb: 340 March: 336	April: 290 May: 370 June: 317
# of Volunteers (Each Volunteer is Counted Only Once)	July: 145 Aug: 43 Sept: 39	Oct: 42 Nov: 49 Dec: 40	Jan: 58 Feb: 66 March: 64	April: 44 May: 44 June: 44
# of Volunteer Hours Served (Total Hours of All Volunteers)	July: 44 Aug: 45 Sept: 68	Oct: 168 Nov: 112 Dec: 85	Jan: 382 Feb: 442 March: 510	April: 466 May: 466 June: 466
Chaplain Hours	July: 90 Aug: 90 Sept: 90	Oct: 60 Nov: 60 Dec: 60	Jan: 72 Feb: 65 March: 59	April: 53 May: 77 June: 65
# of Emergency Notifications by Chaplains	July: 3 Aug: 7 Sept: 7	Oct: 16 Nov: 6 Dec: 9	Jan: 15 Feb: 8 March: 3	April: 3 May: 8 June: 3

INMATE LABOR CREWS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Number of Inmates Assigned	34	22	32	17
Inmate Labor Hours Worked	7344	7920	6912	6120
FTE's Assigned	2	2	2	2
Inmate Labor Projects Completed	0	0	0	0

# of Agencies Served	0	0	0	0
TOURS				
	Date	Group Name	# in Group	Areas Visited
1 st Quarter	7/24/2023	Michele Rios gave the Attorney General Office staff a tour.	3	Facility Wide
	7/25/2023	Major MacIntosh gave local law interns a tour.	4	Facility Wide
	7/27/2023	Swinger gave Jennifer Sheedy with Denver Dream Center.	1	Facility Wide
	8/7/2023	Lt. Lusk gave the Basic Training Class a tour.		Facility Wide
	8/17/2023	CM Iris Christians gave DOC staff a tour.	4	Facility Wide
	9/15/2023	AWs gave the Capital Development Committee staff a tour.	9	Facility Wide
	9/22/2023	Captain Ruiz gave Houston Churchill with GRAACE Alliance a tour.	1	Facility Wide
	9/25/2023	Captain Thomas gave VFW members a tour.	4	Facility Wide
2 nd Quarter	10/13/2023	Leah Deford gave Cooperating Ministries a tour of the gardens on the ground.	2	Facility Wide Garden Areas
	11/3/2023	Myra Chubbuck gave Craig Armstrong a tour of the facility	1	Facility Wide
	11/14/2023	Visiting staff gave a tour to Attorneys from the Attorney General's Office	5	Facility Wide
	11/14/202	Lt. Wade gave a tour to a group from the Office of Emergency Management	11	Facility Wide
3 rd Quarter	2/27/2024	Investigator Pimple gave the Sterling Police Department a tour of the facility	11	Facility Wide
	2/28/2024	Investigator Annable gave the Sterling Police Department a tour of the facility	8	Facility Wide
	3/6/2024	Major Piel gave the Colorado State Patrol a tour of the facility including the training building.	5	Facility Wide
4 th Quarter	4/10/2024	Lt. Deford gave a tour to a group from Larimer County Community Corrections.	11	Facility Wide
	4/10/2024	Major Schumacher and Darin Jost gave a tour to a group from Chadron State College	23	Facility Wide
	4/29/2024	Capt. Rynek gave a tour to a group from NJC	15	Facility Wide
	5/1/2024	AW Dorcey gave a tour for HQ DOC Staff	2	Facility Wide
	5/9/2024	Lt. Deford gave a tour.	11	Facility Wide
	6/27/2024	AW Dorcey gave a tour to members of the CO State Representatives and Veterans Justice League	30	Facility Wide

TESTING AND INSPECTIONS

LIFE SAFETY

Quarterly Testing	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
I-Evac Hoods	7/10, 7/12, 7/2, 7/25, 7/26, 8/3, 8/8, 8/9, 8/16, 8/17, 8/22, 9/7, 9/11, 9/12, 9/13, 9/14, 9/20	10/12, 10/23, 10/24, 10/25, 10/26, 11/2, 11/6, 11/7, 11/8, 11/14, 11/15, 12/5, 12/12, 12/13, 12/14, 12/20, 12/21	1/3, 1/9, 1/10, 1/11, 1/17, 1/23, 2/12, 2/13, 2/21, 2/27, 2/28, 2/29, 3/6, 3/7, 3/12, 3/13, 3/18, 3/19, 3/20	4/3, 4/9, 4/10, 4/24, 4/25, 5/7, 5/8, 5/9, 5/14, 5/16, 6/5, 6/6, 6/17, 6/25, 6/26
Fire Stand Pipe System	7/5, 7/12, 7/19, 7/26, 8/3, 8/8, 8/9, 8/16, 8/17, 8/22, 9/7, 9/11, 9/12, 9/13, 9/14, 9/20	10/12, 10/23, 10/24, 10/25, 10/26, 11/2, 11/6, 11/7, 11/8, 11/14, 11/15, 12/5, 12/12, 12/13, 12/14, 12/20, 12/21	1/3, 1/9, 1/10, 1/11, 1/17, 1/23, 2/12, 2/13, 2/21, 2/27, 2/28, 2/29, 3/6, 3/7, 3/12, 3/13, 3/18, 3/19, 3/20	4/3, 4/9, 4/10, 4/24, 4/25, 5/7, 5/8, 5/9, 5/14, 5/16, 6/5, 6/6, 6/17, 6/25, 6/26
Emergency Generator	7/5, 7/12, 7/19, 7/26, 8/2, 8/9, 8/16, 8/23, 8/30, 9/6, 9/13, 9/20, 9/27	10/4, 10/11, 10/18, 10/25, 11/1, 11/8, 11/15, 11/22, 11/29, 12/6, 12/13, 12/20, 12/27	1/3, 1/10, 1/17, 1/24, 1/31, 2/7, 2/14, 2/21, 2/28, 3/6, 3/13, 3/20, 3/27	4/3, 4/10, 4/17, 4/24, 5/1, 5/8, 5/15, 5/22, 5/29, 6/5, 6/12, 6/19, 6/26

FIRE DRILLS		
1 st Quarter Dates	Locations	After Action Report
July Drills = 1	Facility Wide	Done properly or problems addressed at the time of drill 2 drills for July
Aug Drills = 5	Facility Wide	Done properly or problems addressed at the time of drill 5 drills for August
Sept Drills = 61	Facility Wide	All fire drills were monitored and any issues were addressed and corrected at that time.

2 nd Quarter Dates	Locations	After Action Report
Oct Drills = 21	Facility Wide	All fire drills were monitored and any issues were addressed and corrected at that time.
Nov Drills = 4	Facility Wide	All fire drills were monitored and any issues were addressed and corrected at that time.

Dec Drills = 46	Facility Wide	All fire drills were monitored and any issues were addressed and corrected at that time.
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3 rd Quarter Dates	Locations	After Action Report
Jan Drills = 16	Facility Wide	All monitored drills were done properly or problems were addressed at the time of the drill.
Feb Drills = 9	Facility Wide	All monitored drills were done properly or problems were addressed at the time of the drill.
Mar Drills = 24	Facility Wide	All monitored drills were done properly or problems were addressed at the time of the drill.

4th Quarter Dates	Locations	After Action Report
Apr Drills = 11	Facility Wide	All monitored drills were done properly or problems were addressed at the time of the drill.
May Drills = 0	Facility Wide	All monitored drills were done properly or problems were addressed at the time of the drill.
June Drills = 72	Facility Wide	All monitored drills were done properly or problems were addressed at the time of the drill.

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	NA	NA	NA	NA

ANNUAL CDPHE INSPECTION (INCLUDING FOOD SERVICE)

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Date of Inspection	7/19, 7/20	N/A	N/A	N/A
# of Violations	117	N/A	N/A	N/A
Violations Corrected	54	N/A	N/A	N/A
Violations Pending	63	N/A	N/A	N/A

Comments if necessary:

ANNUAL FIRE INSPECTION

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Date of Inspection	N/A	N/A	N/A	6/11/2024
# of Violations	N/A	N/A	N/A	3
Violations Corrected	N/A	N/A	N/A	3
Violations Pending	N/A	N/A	N/A	0

Comments if necessary: