



**COLORADO**

**Department of Corrections**

# **BUENA VISTA CORRECTIONAL COMPLEX**

## **MANAGEMENT PLAN**

**FISCAL YEARS**

**2023-2024**

**QUARTER: 1<sup>ST</sup> 2<sup>ND</sup> 3<sup>RD</sup> 4<sup>TH</sup>**

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Governor

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BUENA VISTA CORRECTIONAL COMPLEX

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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.”*

## **VISION STATEMENT:**

*“Building a safer Colorado for today and tomorrow”*

Buena Vista Correctional Facility (BVCF) was built in 1891 as the State Reformatory and opened in 1892. After a fire in 1957 the facility reconstructed the academic building as well as constructing an auditorium, gymnasium and recreation building. In 1978-1979 the reformatory evolved from a juvenile facility to a medium custody adult prison and was renamed the Buena Vista Correctional Facility.

Buena Vista Correctional Complex (BVCC) is comprised of three distinct facilities located just outside the town of Buena Vista Colorado at the junctions of U.S. Highway 24 and U.S. Highway 285. Buena Vista Correctional Facility (BVCF) is a Medium Level III facility. Buena Vista Minimum Center (BVMC) is a Minimum Restrictive Level II facility institution located to the east of the main facility. The Buena Vista Correctional Facility encompasses six housing units, Laundry Services, Food Service, Mail Room, Transport and Receiving, Property, Tool Control, Key Control, Intelligence Unit, Medical, Dental, Mental Health, Therapeutic Community, Library, Recreation, and Programs.

Buena Vista Minimum Center (BVMC) opened in 1984 with temporary modular buildings “THE MODS” were brought in to house minimum custody offenders. The current housing units (“T” Buildings) were constructed in 2000-2001. BVMC houses minimum restricted offenders and has its own Kitchen, Program area, Gymnasium, Library, Law Library, and Visiting room. Due to current staffing issues the Kitchen and Visiting areas are closed. BVCF is operating these areas for both facilities.

The Colorado Corrections Alternative Program, or CCAP, was a 90 day, military style shock incarceration bootcamp opened in September 1992. CCAP provided a balance between a military style bootcamp approach and traditional Colorado Department of Corrections values. As public opinion shifted away from a bootcamp approach to corrections back towards a more traditional corrections setting, CCAP closed. The Transitional Work Center utilized the old CCAP building and opened in September of 2019 but closed during the fall of 2022. It provided the opportunity for minimum custody offenders to work in the community making a prevailing wage at multiple employers throughout Chaffee County. These employers included restaurants, manufacturing, food service, construction, customer service, and automotive. Participants were able to utilize wages earned at various locations throughout the county to purchase groceries, hygiene supplies, and personal clothing. In addition, offenders were allowed to leave grounds for library and religious programs. Upon its closure, the TWC transitioned into barracks style temporary employee housing. The housing opportunity allows individuals to work at BVCC while looking for and obtaining

long term housing within the community. The facility has its own kitchen, laundry, and also functions as the staff gym.

BVCF has had to close multiple programs over the past year, however has been able create a unique CI program titled True Beginnings Café. The café provides “on the job” training for the offenders in a hospitality focused environment that affords them the opportunity to not only work at a prevailing wage, but also gain the knowledge, skills, and abilities to function in a traditional restaurant setting.

## **AVERAGE LENGTH OF STAY**

7 MONTHS 16 DAYS

## **AVERAGE SENTENCE LENGTH**

27 YEARS 5 MONTHS

## **UNIT BREAKDOWN**

EAST 341

SOUTH 286

LOWER NORTH 70

NORTH 117

PROTECTIVE CUSTODY 50

RESTRICTIVE HOUSING 36

MINIMUM CENTER 200

## **AVERAGE DAILY POPULATION**

1,116

## **STAFFING**

FULL TIME 378 POSITIONS 273 FILLED

## **VOLUNTEERS**

46 ACTIVE

The Buena Vista Correctional Complex strives to improve performance, efficiency, and safety utilizing allocated resources. The Management Plan focuses on providing opportunities to enhance offender success and thereby increase staff and public safety through increasing evidence-based practices related to: risk and need assessments, program opportunities and offender supervision.

In line with the Strategic Plan for the Department of Corrections, Buena Vista Correctional Complex will focus on delivering quality behavioral health treatment and programs. Buena Vista Correctional Facility provides Dialectic Behavioral Therapy (DBT) for offenders P-3 and above.

Buena Vista Minimum Center provides DBT and two DBT follow up groups for offenders P-3 and above. All groups follow a ten week schedule.

The facility will continue to manage PREA standards compliance and seek out additional opportunities to enhance security in all areas of the facility. Buena Vista Correctional Complex continues to effectively manage controlled maintenance funds to enhance the physical plant and appropriately manage processes at the facility level.

### **TOP BVCC CRITICAL ISSUE PROJECTS**

The Buena Vista Correctional Complex will focus on normalization projects and reentry services.

BVCC will strive to increase re-entry services. The staff at BVCC will continue to seek out additional opportunities for collaboration with community and governmental entities that serve offenders who are approaching their release date. Through proper case planning and ongoing collaboration with parole and offender families, BVCC intends to contribute to the stable and successful reintegration of offenders.

Targeted programming for re-entry offenders will continue to be a top priority during the next fiscal year. Additional support will be sought through increased use of video conferencing and job fair events for offenders assigned to Restore/re-entry programming. Collaboration with pre-release staff and community volunteers will provide a chance for offenders to prepare for the challenges they face with housing and employment. BVCC will continue to focus efforts on high-risk offenders who do not have an available outside support system in an effort to provide necessary resources upon release.


### **EFFECTIVE CLOSE PROTECTIVE CUSTODY OFFENDER MANAGEMENT:**


The Buena Vista Correctional Complex will provide necessary employment and programming to ensure, at a minimum, all offenders at BVCC are employed in meaningful work or program assignments. While meaningful work assignments are critical to all areas, BVCC maintains an emphasis on close protective custody offenders due to the limited availability of jobs for that custody level. Greater emphasis will be placed on providing additional programming to the close protective custody offender population. Classes such as 7 Habits on the Inside, Moral Recognition Therapy, Why Try? and any other programs that are proving to be successful in allowing offenders the tools and motivation to progress to lower custody levels will be provided. BVCC will continue to seek out opportunities for success and change for this challenging population.

### **RECRUITMENT AND RETENTION OF QUALITY STAFF:**

Statewide, CDOC is challenged with the recruitment and retention of qualified staff within entry-level positions. As with most outlying facilities, BVCC faces even more difficult challenges in the effective recruitment and retention of quality staff. The Buena Vista Management team will continue to provide opportunities for employment of qualified candidates through collaboration



<p><b>SPECIAL NEEDS OFFENDERS</b></p>	
<p><b>OFFENDER ASSIGNMENTS BV Correctional Facility</b></p>	<p>Offenders Available for Assignment as of December 31, 2023  <b>BVCF: 956</b>  Total assigned: 565 59.1%  Total Unassigned 391 40.9%  <b>Breakdown of Classification of Unassigned offenders:</b>  Medium- 527 93.27%, PC- 38 1%  *22 Offenders in RH are unavailable for assignment, 3 Offenders are out to court and not available for assignment</p>
<p><b>INSTITUTIONAL SUPPORT = 295 BV Correctional Facility</b></p>	<p>Food Service - 85  Coffee Cart - 1  Laundry - 15  Maintenance - 49  CWP - 39  Recreation - 15  Barbers - 5  Volunteer Coordinator Clerk - 2  Unit assignments - 61  OCA II - 1  Library - 10  Offender Hearing Representative - 1  Custodial Services - 11</p>

INDUSTRIES = 54	True Beginnings Café level 1 - 4 True Beginnings Café level 2 - 14 True Beginnings Café level 3 - 31
ACADEMIC/VOCATIONAL = 68	GED - 42 Pre-Release - 5 Customer Service - 0 Introduction to Welding -4 Introduction to Machine Shop - 0 Collision Repair Technology - 0 Culinary Arts - 11 Introduction to Cis - 0 PC GED - 0 2 <sup>nd</sup> Chance Pell Grant - 6
CLINICAL SERVICES/TREATMENT = 52	
OFFENDER ASSIGNMENTS BV Minimum Center	Offenders Available for Assignment as of 12/31/23 (BVMC): Total Assigned: 197 46.88% Total Unassigned: 100 50.76% **Unassigned includes medical lay-ins** 0 Offenders are out to court and not available for assignment
INSTITUTIONAL SUPPORT= 120 BV Minimum Center	Food Service - 33 Maintenance - 8 CWP- 39 Recreation - 5 Offender Hearings Representative - 0 Barber Shop - 3 Re-entry Clerk - 0 Warehouse - 3 Porters - 26 Library - 3
INDUSTRIES = 0	

<b>ACADEMIC/VOCATIONAL = 15</b>	7 Habits - 0 GED - 15 Business Ethics and Values - 0 Customer Service - 0 College Readiness - 0 Communicating with Impossible People - 0 Computer Information Introduction - 0 Conflict Resolution - 0 DU PAI Radio - 0 Managing Business Change - 0 Moral Recognition Therapy - 0 Personal Achievement Strategies - 0 Pre-Release - 0 Problem Solving - 0 Regis - 0 Why Try? - 0
<b>CLINICAL SERVICES/TREATMENT = 20</b>	DUI Education - 10 Mental Health Peer Asst. - 1 Anger Management - 0 Medication Assisted Therapy - 0 Strategies for Self Improvement - 0 Victims Impact - 10 OCA II- 0 Outpatient Class - 0
<b>ACTUAL UNASSIGNED = 1386</b>	1283 Assigned 7 Offenders OTC/OTM unassigned status 17 Offenders in Restrictive Housing 306 Unassignable Status
<b>FOOD SERVICE</b>	Meals Served - 258,341 # of Diets - 3,853 Facility Specific Information - Food costs have been going up and the average cost a tray has risen to \$1.58 per tray.
<b>LAUNDRY</b>	Offenders Served - 1,134 Facility Specific Information - 119,655 pounds of items laundered in the last quarter.
<b>COMMUNITY LABOR</b>	Facility Specific Information - There are no statistics to report due to staffing levels.



Goal	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
BVCC 2	Goal	Implement telemedicine and increase access for specialty care						1 <sup>st</sup> Qtr:
	2.1	Continuous improvement for telehealth with external partners	High	Fritz / Receiving Sgt.	7/1/23	On-going	No	

**BVCC MEASURE 2023-2024**

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
2.1.a. # of offenders refusing telehealth appointments	6	10	9	0	0	0							25
2.1.b. # of offender telehealth appointments	6	10	9	9	4	5							42
2.1.c. # of providers participating in appointments	2	1	2	3	1	2							11
2.1.d. # of providers educated in availability of telehealth appointments	5	5	5	5	5	5							30
2.1.e. # of providers refused telehealth appointments	0	0	0	0	0	0							0
2.1.f. # of providers who agreed to using telehealth appointments	5	5	5	5	5	5							30
2.1.g. # of transport miles saved due to using telehealth appointments	576	288	576	864	288	576							3168
2.1.h. # of staff hours saved due to telehealth appointments	28	14	28	42	14	28							154

Goal	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
BVCC 3	Goal	Improve the Culture within DOC and Decrease Labor Shortage						1 <sup>st</sup> Qtr: Staff vacancies continue to be a concern. BVCC continues to work on

	3.1	Staff Survey	High	ACA Coordinator	7/1/23	Ongoing	No	improving the culture within the staff at the complex. 2 <sup>nd</sup> Qtr: The BVCC Management Team started incorporating information sharing sessions with the BVCC CO Wins Stewards in an effort to increase transparency between not only the Management Team and CO Wins, but also the staff of Buena Vista. The sessions allow both CO Wins Stewards and the Management Team a chance to answer questions for a better understanding of facility needs and operations. This endeavor will strengthen and increase the value of the partnership between CO Wins and the BVCC Management Team.
	3.2	Management Team / Captain Rounds	High	Warden's Assistant	7/1/23	Ongoing	No	
	3.3	Staff Retention	Urgent	SRC / Training Coordinator	7/1/23	Ongoing	No	
	3.4	Staff Housing	Urgent	SRC/ Key Control	7/1/23	Ongoing	No	

**BVCC MEASURE 2023-2024**

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
3.1.a. # of staff surveys	1	1	0	1	1	1							5
3.1.b. # of paper surveys returned by staff	10	9	16	1	14	11							61
3.1.c. # of Google Drive survey responses	0	0	4	1	1	4							10
3.1.d. # of surveys shared with staff through meeting minutes	0	0	0	0	0	12							12
3.2.a. # of areas visited by the management	262	344	881	731	683	557							3458
3.2.b. # of areas visited by Captains and Shift Commanders	224	290	287	285	362	368							1816
3.3.a. # of new employees reaching 6 months of employment	6	13	10	9	4	5							47
3.3.b. # of new employees leaving before 6 months of employment	0	4	3	1	1	3							12
3.3.c. # of employees reaching certification	1	2	2	0	3	6							14
3.3.d. # of employees reaching 6 months but leaving before certification	1	0	2	1	3	0							7
3.3.e. # of exit interviews completed	0	0	0	0	0	0							0
3.3.f. # of Field Training Officers	0	0	0	0	0	0							0
3.3.g. # of Field Training orientations completed	0	0	0	5	7	5							17
3.3.h. # of leadership classes offered	0	0	0	1	1	1							3
3.3.i. # of promotional readiness	0	0	0	0	0	0							0

classes offered													
3.3.j. # of Sgt. Training classes offered	0	0	0	0	0	0							0
3.4.a. # of staff staying in overnight housing				CI runs this program,	Un-able	To track	further						
3.4.b. # of staff staying in monthly housing	48	43	43	42	38	30							244
3.4.c. # of meetings held to work on permanent housing for staff													
3.4.d. # of Puerto Rico prospective employee contacts	0	0	0	0	0	0							0
3.4.e. 3.4.d. # of Puerto Rico prospective employees hired	0	0	0	0	0	0							0





















































































































































































At the end of the 2nd quarter, the BVCC staff vacancies were still a major concern. The vacancies are listed below along with actions taken:

**Current BVCC Staff Vacancy report:**

32 CO I  
16 CO II  
203 C&C positions  
48 vacancies  
24% vacant

2 Teacher I  
1 Lib Tech  
2 Liason II  
20 Programs positions  
5 vacancies  
25% vacant

2 CSTS II  
4 CSTS I  
23 FS/Laundry positions  
6 vacancies  
26% vacant

6 CSTS I  
33 Physical Plant positions  
6 vacancies  
18% vacant

1/1721 Admin Services positions  
0 vacancies  
0% vacant

17 Administration positions  
1 vacancy  
.06% vacant

**317 facility positions**  
**78 facility vacancies**  
**25% vacant**

Total of BVCC below Minimum Staffing level messages during this quarter: seventeen

### 3. SECURITY

#### INCIDENT ALERT DRILLS

Quarter	# of Functional Exercises	# of Table Top Exercises	# of Full Scale Exercises	Corrective Measures
1 <sup>st</sup>	11	0	11	none
2 <sup>nd</sup>	9	0	5	none
3 <sup>rd</sup>				
4 <sup>th</sup>				

#### REPORTABLE INCIDENTS

Incident Type	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Alcohol	27	33		
Assault Staff - Attempted	1	0		
Assault Staff - W/out Serious Injury	6	5		
Assault Staff W/Serious Injury	0	0		
Aslt Staff - Incidental Contact	3	3		
Below Minimum Staffing	15	6		
Communication Device	3	11		
Damage to Buildings / Property	9	4		
Drugs / Drug Paraphernalia	239	265		
Dry Cell Observation	0	1		
Emergency Transport (Medical)	27	27		
Escape Paraphernalia	2	2		
Facility Search / Lockdown	6	5		
Fight	7	6		
Firearm, Knife, Bludgeon	18	11		
Hard Empty Hand Control	0	2		
Hunger Strike (Single Inmate)	5	5		
ID / Uniform / Civilian Clothing	1	0		
Injury / Illness Req Off-grounds Transport	1	0		
Inmate Assault W/out Serious Injury	6	10		
Inmate Assault with Serious Injury	3	3		
Security Device	11	5		
Security Monitoring Exercise	0	0		
Sexual Act	0	2		
Sexual Contact	2	0		
Sexual Harassment	2	1		

Soft Empty Hand Control	27	31		
Staff Injury	0	9		
Security Equipment	1	0		
Emergent Need Entry	1	0		
Health Incident (Mult Inmates)	1	0		
Self-Inflicted Injury	13	0		
Soft Intermediate Control	7	6		
Tobacco	0	0		
Utility Service	0	1		
<b>Totals</b>	<b>449</b>	<b>461</b>		

<b>BVMC</b>				
<b>Incident Type</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
Alcohol	5	5		
Sexual Act	1	0		
Drugs / Drug Paraphernalia	81	43		
Emergency Transport (Medical)	5	5		
Fight	2	1		
Firearm, Knife, Bludgeon	4	0		
ID / Uniform / Civilian Clothing	0	0		
Inmate Assault W/out Serious Injury	1	2		
Security Device	1	1		
Facility Search / Lockdown	1	0		
Staff Injury	0	4		
<b>Totals</b>	<b>105</b>	<b>65</b>		

There were multiple searches done in various units various town halls that had an impact on facility operations

### PERFORMANCE MEASURES

SEARCHES	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of cell searches	631	1746		
# of common area searches	266	112		
TRANSPORTS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Transports done by facility transport personnel	116	46		

# of offenders	142	36		
# of miles	10654	2530		
# of personnel hours	926.5	329.5		
Transports done by non-transport facility personnel	0	0		
# of offenders	0	0		
# of miles	0	0		
# of personnel hours	0	0		
Hospital Supervision	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of offenders	7	5		
# of personnel hours	336	600		
Special Teams: # of Active Members	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
ERT	7	11		
SORT	0	0		
ESCAPE	13	15		
Crisis Negotiation	7	12		
Critical Incident Response	0	1		
Honor Guard	0	0		

### COPD CHARGES/CONVICTIONS

<b>BVCF</b>				
<b>Class 1 COPDs</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
Charges	42	39		
Convictions	41	38		
Charges to Convictions	98%	97%		
<b>Class 2 COPDs</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
Charges	274	204		
Convictions	273	204		
Charges to Convictions	99.6%	100%		

<b>BVMC</b>				
<b>Class 1 COPDs</b>				
Charges	1	4		
Convictions	1	4		
Charges to Convictions	100%	100%		

<b>Class 2 COPDs</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
Charges	55	54		
Convictions	55	54		
Charges to Convictions	100%	100%		

#### 4. PERSONNEL

BVCC staff are continuing to work together to cover the Custody & Control vacant posts to ensure safe staffing patterns and operations continue.

STAFFING	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Requests for Transfers In	3	0		
Requests for Transfers Out	2	7		
# Transferred In	0	0		
# Transferred Out	0	0		
Overtime Hours	20,496.69	22,094.86		
12/16 Hour Shifts	2404/420	2,112/665		
# of Staff on Flex Schedules	32	27		
FMLA Hours	4348.94	5,119.59		
Turnover Rate	1.96%	1.85%		
Times under Minimum Staffing	17	5		

VACANCY REPORT	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
# Authorized FTEs	315	315		
# Vacancies	65	67		
% Vacancies	20.6%	21.27%		

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

STAFF TRAINING	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Total Staff Trained	198			
Total Staff Training Hours	2871			

## 5. OFFENDER POPULATION

*Staff vacancies are effecting the offender population due Programs and Case Management staff covering Custody & Control posts on a regular basis. Programming and recreational opportunities have been decreased to maintain safe staffing patterns and operations within the complex.*

<b>Custody Averages</b>	<b>BVCF</b>			
<b>Subject</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
CLOSE	38	20		
MEDIUM	839	863.33		
MINIMUM RESTRICTIVE	40	3.67		
MINIMUM	3	34.67		
<b>Population Averages</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
AM. INDIAN	31	34.67		
ASIAN	9	9.67		
BLACK	170	158		
HISPANIC	321	315.67		
HWN/PC ISLANDER	1	1		
UNKNOWN	3	.2		
WHITE	385	42.97		
OTHER		.1		
<b>Gang Averages</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
AM. INDIAN	16	34.67		
ASIAN	4	9.67		
BLACK	91	158		
HISPANIC	170	315.67		
HWN/PC ISLANDER	1	1		
UNKNOWN	1	2		
WHITE	133	393		
OTHER	0	1		

<b>Custody Averages</b>	<b>BVMC</b>			
<b>Subject</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
MINIMUM RESTRICTIVE	274	98.73		
MINIMUM	7	1.27		
<b>Population Averages</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>

AM. INDIAN	4	1.17		
ASIAN	2	.7		
BLACK	35	13.5		
HISPANIC	94	34.93		
HWN/PC ISLANDER	0	0		
UNKNOWN	0	0		
WHITE	146	49.7		
OTHER	0	0		
<b>Gang Averages</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
AM. INDIAN	3	3.33		
ASIAN	0	2		
BLACK	16	39		
HISPANIC	41	100.67		
HWN/PC ISLANDER	0	0		
UNKNOWN	0	0		
WHITE	32	143		
OTHER	0	0		

<b>Offender Grievances Step I</b>	<b>BVCF</b>			
<b>Subject</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
Account	16	10		
ADA-A	5	5		
Canteen	75	81		
Case Management	8	5		
Dental	0	1		
Earned Time	0	1		
Food Service	22	23		
Housing Conditions	5	13		
Hygiene	1	1		
Jobs	8	7		
Laundry	8	8		
Legal Access	1	0		
Mail Room	9	3		
Medical	47	54		
Mental Health	9	10		
Other	85	77		
PREA	2	4		
Privileges	3	11		
Programs	2	2		
Property	61	86		

Publications	0	0		
Recreation	0	3		
Religion	2	0		
Safety	0	3		
Sanitation	0	0		
Searches	3	11		
Staff Conduct	37	31		
Staff Sexual Harassment	0	0		
Visitation	3	1		
<b>Totals</b>	<b>396</b>	<b>436</b>		

<b>Offender Grievances Step II</b>	<b>BVCF</b>			
<b>Subject</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>
Account	6	5		
ADA-A	1	2		
Canteen	20	21		
Case Management	3	0		
Dental	0	0		
Earned Time	0	0		
Food Service	6	6		
Housing Conditions	2	3		
Hygiene	2	1		
Jobs	1	3		
Laundry	1	2		
Legal Access	0	1		
Mail Room	1	2		
Medical	22	13		
Mental Health	6	3		
Other	35	23		
PREA	0	0		
Privileges	0	1		
Programs	1	2		
Property	25	43		
Publications	0	0		
Recreation	0	0		
Religion	1	0		
Safety	0	0		
Sanitation	0	0		
Searches	3	4		
Staff Conduct	7	13		
Staff Sexual Harassment	0	0		
Visitation	0	1		

<b>Totals</b>	<b>143</b>	<b>149</b>		
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Offender Grievances Step I Subject	BVMC			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Account	5	5		
ADA-A	0	0		
Canteen	32	29		
Case Management	1	5		
Dental	0	2		
Earned Time	0	2		
Food Service	3	4		
Housing Conditions	1	2		
Jobs	2	2		
Laundry	4	2		
Mail Room	1	3		
Medical	11	23		
Mental Health	3	3		
Other	11	15		
PREA	0	0		
Programs	1	1		
Property	11	10		
Recreation	0	0		
Religion	0	0		
Safety	0	0		
Sanitation	0	0		
Searches	0	4		
Staff Conduct	9	14		
Visitation	0	1		
<b>Total</b>	<b>95</b>	<b>127</b>		

Offender Grievances Step II BVMC Subject	Quarter 1	Quarter 2	Quarter 3	Quarter 4
	Account	0	2	
ADA-A	0	0		
Canteen	7	8		
Case Management	0	2		
Dental	0	0		

Earned Time	0	0	
Food Service	0	2	
Housing Conditions	0	0	
Mail Room	0	1	
Medical	1	1	
Mental Health	0	11	
Other	5	1	
PREA	1	7	
Programs	1	0	
Property	4	0	
Recreation	0	4	
Religion	0	0	
Safety	0	0	
Sanitation	0	0	
Searches	0	0	
Staff Conduct	2	2	
Visitation	0	3	
<b>Totals</b>	<b>23</b>	<b>44</b>	

## 6. PROGRAMS

Certificates and Completions - BVCF					
Code	Program Name	Quarter 1	Quarter 2	Quarter 3	Quarter 4
573	Collision Repair Technology	6	10		
615	General Education Diploma	7	2		
702	Customer Service Specialists	39	28		
703	Foundation of Career Tech Ed	0	0		
706	Intro to Computer Info Systems	5	9		
709	Intro to Welding	6	6		
711	Culinary Arts	10	11		
721	Intro to Machine Tech	0	0		
723	OSHA	0	0		
754	Why Try	0	0		
770	Moral Reconation Therapy	0	0		
890	Work Skills	71	232		
912	Pueblo Community College Certificate	0	0		
938	2nd Chance Pell	13	13		
953	Pathway Home	0	0		
<b>Total</b>		<b>171</b>	<b>311</b>		

Certificates and						
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<b>Completions - BVMC</b>						
<b>Code</b>	<b>Program Name</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Quarter 4</b>	
615	General Education Diploma	1	4			
654	Wildland Firefighting	0	0			
702	Customer Service Specialists	25	21			
754	Why Try	0	0			
770	Moral Reconation Therapy	0	0			
890	Work Skills	20	30			
912	Pueblo Community College	2	0			
914	AAA	0	6			
	<b>Total</b>	<b>48</b>	<b>61</b>			

<b>RECREATION</b>	<b>1<sup>st</sup> Quarter</b>	<b>2<sup>nd</sup> Quarter</b>	<b>3<sup>rd</sup> Quarter</b>	<b>4<sup>th</sup> Quarter</b>
# of offenders, who participate in programs that are structured, implemented, supervised and coordinated by Recreational Programs. (include hair activities)	1,568	1715		
# of offenders that enter recreation areas for any recreation activity"	20379	17233		
# of structured programs offered at the facility; programs facilitated and coordinated by Recreational Programs	8	9		
# of disciplinary reports written by Recreational Programs for altercations occurring in the recreational area.	9	5		
# of individual community volunteers involved in the facility recreation program	4	4		
<b>VOLUNTEER PROGRAMS</b>	<b>1<sup>st</sup> Quarter</b>	<b>2<sup>nd</sup> Quarter</b>	<b>3<sup>rd</sup> Quarter</b>	<b>4<sup>th</sup> Quarter</b>
# of Formal Religious Services	<b>377</b>	<b>217</b>		
# of Other Religious Programs (regularly scheduled faith group programs; not services)	<b>151</b>	<b>11</b>		
# of Seminars (special events; count as event not # of days)	<b>11</b>	<b>11</b>		
# of Non-Religious Programs (AA, GED Tutors etc)	<b>87</b>	<b>87</b>		
# of Offender Participants (Total number in each event, 1 offender may attend numerous events and counted each time)	<b>1,419</b>	<b>1195</b>		
# of Offenders Served (do not count offenders more than once)	<b>686</b>	<b>921</b>		

# of Volunteers (each volunteer is counted only once)	75	62		
# of Volunteer Hours Served (Total hours of all volunteers)	484	764		
Chaplain Hours	382	466		
# of Emergency Notifications by Chaplains	0	2		

	1 <sup>st</sup> Quarter	2nd Quarter	3rd Quarter	4 <sup>th</sup> Quarter
<b>OFFENDER LABOR CREWS</b>				
Offender Labor Hours Worked	0	0		
Offender Labor Projects Completed	0	0		
# of Agencies Served	0	0		

TOURS				
	Date	Group Name	# in Group	Areas Visited
1 <sup>st</sup> Quarter	7/20/2023	CSEAP	Unk	Facility tour
	8/3/2023	Executive Team	Unk	Facility tour
	8/22/2023	Executive Team/CI	Unk	Facility tour
	9/13/2023	Executive Team/CI	5	Facility tour
	9/19/2023	Executive Team	Unk	Facility tour
2 <sup>nd</sup> Quarter	10/2023	Benefits Team	Unk	Speak with staff
	10/2023	Wellness Committee	Unk	Speak with staff
3 <sup>rd</sup> Quarter				
4 <sup>th</sup> Quarter				

## 7. TESTING AND INSPECTIONS

### LIFE SAFETY

Quarterly Testing	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3rd Quarter	4 <sup>th</sup> Quarter
SCBA	N/A	N/A		
Fire Stand Pipe System	9/20/2023	9/20/2023		
Emergency Exit Lighting	9/12/2023	12/2/2023		
Emergency	9/22/2023	12/29/2023		

Generator				
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FIRE DRILLS		
1 <sup>st</sup> Quarter Dates	Locations	After Action Report
7/22/2023	East Unit	Responders had proper equipment
7/27/2023	North Unit	
9/1/2023	Food Service	

2 <sup>nd</sup> Quarter Dates	Locations	After Action Report
10/13/2023	RH	Table Top
11/9/2023	BVCF Recreation	
11/28/2023	Lower North	

3 <sup>rd</sup> Quarter Dates	Locations	After Action Report

4 <sup>th</sup> Quarter Dates	Locations	After Action Report

#### ANNUAL EQUIPMENT TESTING

	Fire Alarms	Sprinkler System	Smoke Detection System	Fire Hydrant
Date	11/25/2023	10/5/2023	11/4/2023	10/25/2023
Performed By				

#### ANNUAL CDPHE INSPECTION (INCLUDE FOOD SERVICE)

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Date of Inspection				
# of Violations				
Violations Corrected				
Violations				

Pending				
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Comments if necessary:

ANNUAL FIRE INSPECTION				
	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Date of Inspection		11/29/2023		
# of Violations		8		
Violations Corrected		2		
Violations Pending		6		
COMPLETED WORK ORDERS				
	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
	30			

Comments if necessary: