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COLORADO

Department of Corrections

FREMONT CORRECTIONAL FACILITY

MANAGEMENT PLAN/QUARTERLY REPORT FISCAL YEARS 2017-2018

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FREMONT CORRECTIONAL FACILITY

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EXECUTIVE SUMMARY

Fremont Correctional Facility (FCF) is a mixed custody, Level III institution located in the East Canon Complex in Fremont County Colorado. We are the second largest state facility with 1,620 offenders with classifications ranging from minimum to close custody. The facility encompasses approximately 51 acres with 545,605 square feet with 48 buildings. FCF is operated and managed by over 500 dedicated employees. FCF strives to create a culture to meet the Department's mission and vision. The goal is to ensure a safe living and working environment for offenders, staff, and volunteers. The facility provides all offenders the opportunity to progress toward an incentive-based living unit.

FCF offers a Drug and Alcohol Program in a Therapeutic Community (TC) setting. FCF maintains a capacity of up to 144 offenders to complete this program. Certified clinicians provide therapeutic services through work and programming which assists in offender accountability in a structured environment.

Offenders have the opportunity to learn specific job skills in one of the Correctional Industries Programs (Metal Products, Furniture Shop, Fiberglass Manufacturing, 3D Printing, and LED Lamp Manufacturing). If offenders participate in one of these programs; this allows them the opportunity to save money for restitution, child support, and their release. Each of these program opportunities provides them with marketable job skills to increase their chance of employment for successful re-entry into society.

In 2015, FCF implemented one of the first Re-Entry units in the Department. Initially, starting with general population, FCF initiated and currently maintains the only close custody Re-Entry unit in the state. Services provided to the offenders are Pre-Release classes, OSHA and Flaggers certificate opportunities, Parents on a Mission, T4C, MRT, and the chance to interact with guest speakers. Offenders are provided with opportunity to develop relevant work skills through a partnership with FCF's Correctional Industries. Outside agencies and volunteers address topics ranging from medical, employment, education, family reunification and possible re-entry barriers. FCF is the only facility in the state where Case Managers complete Supplemental Nutrition Assistance Program (SNAP) applications for offenders to be prepared when they are released.

Sex Offender Treatment and Monitoring Program (SOTMP) is offered at FCF. Offenders who successfully complete may continue with treatment; however, the goal is to successfully prepare them for reentry.

FCF recognizes the importance of academic and vocational training in reducing recidivism and increasing educational proficiency and to allow for successful reintegration into society. As well, FCF recognizes the importance of providing offenders with training in marketable skills that are relevant and in demand in the workforce. Through FCF Education, offenders are provided opportunities to address academic, cognitive, and vocational needs through GED instruction, Cognitive Education, and Career and Technical Education (CTE) courses. College and graduate curricula are also available through partner colleges. Additionally, FCF hosts the Juveniles Convicted as Adults Program (JCAP).

The professionalism and diversity of FCF staff members, fosters an environment which role models for offender success while promoting courtesy and mutual respect. FCF offers a wide variety of opportunities for staff enrichment, professional development and personal growth. FCF was the first facility to offer 7 Habits of Highly Effective People to staff. FCF continues to make the 7 Habits of Highly Effective People program available to staff members and encourages attendance. Seventeen classes totaling 234 staff have successfully completed 7 Habits. Staff also can contribute by participating in other professional organizations within the department and community.

Since 1957, the facility has undergone twenty-five changes in administration, from Captain Clarence Tipton to the current Warden, Scott Dauffenbach. Fremont Correctional Facility has a proud history of efficient and effective offender management. FCF continues this tradition as innovative programming to increase the success rate of offenders returning to the community and reduce recidivism is developed and implemented.

FACILITY DESCRIPTION

FACILITY

FREMONT CORRECTIONAL FACILITY

Offender Custody Level/Mix

Mixed classification from close to minimum:

Close	3.3%
Medium	96.0%
Minimum R	0.6%
Minimum	0.1%

Official Bed Capacity

General Population

1620

Restrictive Housing

63

Dry Cell

1

Physical Plant

FCF was originally two separate facilities that were combined and are now operated as one. The physical plant is comprised of many older buildings and systems with 545,605 square feet of building space on approximately 51 acres.

Special Needs Offenders

Sex Offenders

831

Mental Health/Chronic Needs

567 (P3-P5)

Medical 4 - 5

122

Offender Assignments

Institutional Support	
Living Unit Workers	359
Laundry	43
Volunteer Programs	2
Law Library	3
Library	16
Inmate Rep	2
Maintenance	121
Recreation	43
Housekeeping	44
Food Service	300
OCA	26
Total	951
Correctional Industries	
Furniture Shop & LED Manufacturing	106
Metal Products	65
Fiberglass and Stone Cutting	26
Total	197
Academic / Vocational	
ABE / GED (Average)	160
Cisco (Average)	33
Customer Service (Average)	20

Custodial Training (Average)	17
Construction Technology (Average)	17
Machine Shop (Average)	17
Welding (Average)	26
Pre-Release (Average)	15
T4C paid (Average)	30
T4C Close Custody (Average)	12
MRT (Average)	12
Computer Information Systems (CIS)	18
CCCS Courses: (Average)	
Pueblo Community College Oil & Gas Technology	15
Adams State University Small Business	20
Total	401
Unassigned	
Una Available	198
Una RP	3
Total	201
Programs - Non-Paid	
Drug and Alcohol	17
MH groups	53
Seven Habits	72
T4C Aftercare	10
T4C non paid	11
SOTMP	208
Total	371

Industries

Colorado Correctional Industries is a division of the Colorado Department of Corrections. Fremont offers four major Industry Programs: Furniture Shop and LED Manufacturing; Metals and Fabrication; Fiberglass Production and 3-D Printing.

The Division of Correctional Industries strives to reduce offender idleness and the demand for general-funded programs by providing work opportunities for as many offenders as possible in self-supporting and productive industries. CCI trains offenders in meaningful skills, work ethics and quality standards which better enable them to secure long-term employment after release from prison. CCI operates in a business-like manner so that enough revenues are realized each year by the Division to meet the ongoing capital equipment, working inventories and operating cash needs of the Division.

Academic/Vocational

Fremont Correctional Facility Academic and Career and Technical Education Programs provide a comprehensive, competency-based education that addresses academic and vocational skills. FCF accomplishes this through many diverse and unique programming opportunities, such as Introduction to Carpentry, Foundations of Career and Technical Education (FCTE), CISCO, Networking, Computer Information Systems, Machining Technology, Custodial Training, Customer Service Specialist, and Welding Technology. College and graduate courses like, Small Business, Oil and Gas Technology, Electrical, and HVAC are offered through partner colleges in the evening, through condensed curriculum

mobile learning labs, and through independent study programming.

Social and Behavioral Science Education

Social and Behavioral Science (SBS) Programs offer a cognitive education resource for offenders. Moral Reconnection Therapy (MRT) and Thinking for a Change (T4C) are two SBS Education Programs offered through FCF Education designed to engage offenders in identifying criminal thinking and behavioral patterns by dealing with societal and personal awareness. Parents on a Mission (POM) is a program designed to develop parent leadership in our neighborhoods which is key to raising happy, healthy children that contribute to safe communities. An additional SBS Program, *7 Habits on the Inside*, is a modified version of Stephen Covey's *7 Habits for Highly Effective People*. Fremont was the first CDOC facility to engage in *7 Habits on the Inside* and has been successful in improving offender management and improving offender and staff relationships. *7 Habits on the Inside* is now offered at all CDOC facilities and has become a national corrections model for addressing criminogenic thinking and behavior.

JCAP

The Juveniles Convicted as Adults Program is a multi-phase, 3-year program whereby offenders participate in life skills instruction that prepares them for real-world activities, receives training in Career and Technical Education, and hold jobs in Correctional Industries. Each offender has a unique case plan that addresses particular programming needs through curriculum that utilizes industry standards in a technology-rich environment that includes, in part, Virtual Reality (VR) and Driving Simulation tools. The goal of JCAP is to prepare offenders to successfully reintegrate into society.

Clinical Services

Clinical services are provided on an outpatient basis that include medical, dental, and behavioral health care. Nursing care is provided 24 hours a day.

Mental Health Services

Mental Health services available include individual sessions, crisis contacts, mental health groups, drug and alcohol counseling/groups, referral, and coordination of follow-up services with community mental health providers. Offenders with psychological needs will be scheduled for Psychiatric clinic when warranted. Mental Health evaluation and necessary treatment are conducted by psychiatrists, psychologists, and clinicians.

Sex Offender Treatment Monitoring Program

SOTMP is actively following the Risk Need Responsively Principle. Offenders are placed in treatment based upon their risk level. SOTMP Phase I CORE is the initial group where offenders develop a comprehensive plan to effectively manage their risk factors. These groups assist offenders in taking responsibility for their sexually abusive behaviors, identifying problem areas that need to be addressed, and developing positive coping skills. Transition groups are designed to help offenders decrease their risk levels and increase their protective factors by applying the material learned.

Therapeutic Community

Therapeutic Community provides substance abuse treatment for 144 offenders which is based on work and accountability as the foundation. This unit includes 30 beds that are dedicated for dually diagnosed offenders and 20 beds for Aftercare (graduates). TC added 30 additional beds as pre-cursor to TC participation. FCF TC offers Offender's a variety of groups to include but not limited to Relapse Prevention, Rational Emotive Behavior Therapy (REBT), Anger Management, Victim Impact, Healthy Relationships and Alcoholics Anonymous. Offenders in TC are assigned jobs within the milieu, as well as in Food Service. Some offenders in the program attend ABE/GED as well

as work in Correctional Industries.

Actual Assigned

146 Total / Waitlist 30

Food Service Daily Meals Served (Strawn)

Regular	Therapeutic Diets	Religious Meals
4900	150	120

FCF also provides CSP/CCF with bread products that equates to an annual savings of \$34,000.

Laundry

Laundry serves the facility populations of FCF, ACC, and East Canon Complex CI laundry needs. Laundry also provides many special laundering and tailoring services to assist the facility with physical plant requests, custody control projects, and volunteer and faith program's needs

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. [4-4003] [4-4422] Each goal has strategies that are action steps to improve a specific portion of a facility or subprogram. Goals and strategies must have a specific outcome, must be measurable, and include a time frame for completion. Sources are the performance plan, subprogram, and/or facility goals and strategies. An update of goals and strategies are documented quarterly. Goals and strategies are retained in this section until the end of each fiscal year. New goals or strategies may be added at any time during the year.

Priority Guidelines

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

Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
CDOC Strategic Policy Initiatives (SPIs)								
Enhance Services for Re entry								
	Strategy #1	Maintain current industry standards training, certification and employment skill opportunity	1	T. Filer M. Dupre P. Maroney	7/1/17	Ongoing	No additional cost	1 st Qtr: 25% 2 nd Qtr: 30% 3 rd Qtr: 50% 4 th Qtr: 100%
		Implement forklift certification	2	T. Filer M. Dupre C. Moore	7/1/17	6/30/18	Will train 50 offenders yearly	1 st Qtr: 10% 2 nd Qtr: 30% 3 rd Qtr: 30% 4 th Qtr: 100% CCI has trained more than 50 offenders
		Implement stationary engineer, apprenticeship, and testing	2	T. Filer M. Dupre P. Maroney	7/1/17	6/30/18	No additional cost	1 st Qtr: 25% 2 nd Qtr: 30% 3 rd Qtr: 30% 4 th Qtr: 30%
		Implement HVAC and other maintenance apprenticeships and testing	2	T. Filer M. Dupre P. Maroney	7/1/17	6/30/18	No additional cost	1 st Qtr: 25% 2 nd Qtr: 30% 3 rd Qtr: 30% 4 th Qtr: 30%
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status

		Implement job fairs twice a year	1	T. Filer M. Dupre	7/1/17	6/30/18	TBD	1 st Qtr: 25% 2 nd Qtr: 50% 3 rd Qtr: 50% 4 th Qtr: 50%
		Implement MAC202 machine technology certification	2	T. Filer M. Dupre J. Diorio	7/1/17	1/30/18	HQ Education	1 st Qtr: 25% 2 nd Qtr: 75% 3 rd Qtr: 100% 4 th Qtr: 100%
		Research and implement one new educational opportunity	2	T. Filer M. Dupre	7/1/17	6/30/18	TBD	1 st Qtr: 25% 2 nd Qtr: 50% 3 rd Qtr: 50% 4 th Qtr: 100% CAD
	Metric	Increase number of business and industry partnerships per year by 1 +	1	T. Filer M. Dupre	7/1/17	1/31/18	No additional cost	1 st Qtr: 100% 2 nd Qtr: Closed 3 rd Qtr: Closed 4 th Qtr: Closed
	Metric	Increase number of in reach functions to 20 per year	1	T. Filer M. Dupre	7/1/17	6/30/18	No additional cost	1 st Qtr: 10% 2 nd Qtr: 50% 3 rd Qtr: 50% 4 th Qtr: 100%
	Metric	Number of offender contacts through in reach services 400 per year	1	T. Filer M. Dupre	7/1/17	6/30/18	No additional cost	1 st Qtr: 529 Offender Contacts 2 nd Qtr: Closed 3 rd Qtr: Closed 4 th Qtr: Closed
	Strategy #2	Maintain re- entry population at 85% of high risk offenders	1	J. Hudson K. Moore	7/1/17	6/30/18	No additional cost	1 st Qtr: 78% of U1 is high/very high risk 2 nd Qtr: 83%, No low risk offenders 3 rd Qtr: 83%, 2 low risk offenders, both close custody 4 th Qtr: 80%, 1 low risk
		Update/improve portfolios as standards evolve and 95% of releasing offenders receive portfolios	1	J. Hudson K. Moore	7/1/17	6/30/18	No additional cost	1 st Qtr: 94% of Re-Entry offenders received, portfolio was updated-100% 2 nd Qtr: 100% of Re-Entry offenders 3 rd Qtr: 94% of Re-entry offender, 4 of the 5 without left

								to community 4 th Qtr: 99%, 1 left without due to leaving from County Jail
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
		Increase number of classes/services delivered in reentry to an average of 10 per month including video conferencing	1	J. Hudson T. Filer K. Moore S. Willis L. Hoder	7/1/17	6/30/18	No additional cost	1 st Qtr: 28 events 2 nd Qtr: 46 events 3 rd Qtr: 50 events 4 th Qtr: 62 events
	Metric	Increase family contact/reunification events to 6 per year	1	T. Filer M. Dupre	7/1/17	6/30/18	No additional cost	1 st Qtr: 2 events 2 nd Qtr: 1 event 3 rd Qtr: 2 events 4 th Qtr: 3 events
Decrease the Recidivism Rate								
	Strategy #1	Increase number of POM instructors by 3 (have 7)	2	T. Filer M. Dupre	7/1/17	6/30/18	No additional cost	1 st Qtr: 10% 2 nd Qtr: 10%-Training to be scheduled by HQ 3 rd Qtr: 100% Closed 4 th Qtr: 100% closed
		Increase POM classes in unit 1 to a total of 6 per year	1	T. Filer M. Dupre	7/1/17	6/30/18	No additional cost	1 st Qtr: 10% 2 nd Qtr: 10% 3 rd Qtr: 100% 4 th Qtr: 100%
	Metric	Percentage of releasing offenders completing Parents on a Mission by 20%	1	T. Filer M. Dupre	7/1/17	6/30/18	No additional cost	1 st Qtr: 10% 2 nd Qtr: 10% (1/8 from last class) 3 rd Qtr: 6% (7/110 since Jan) 4 th Qtr: 6% 5/124 for June
	Strategy #3 Metric	Percent of Offenders releasing with IDs to 90%	1	J. Hudson K. Moore C. Warner	7/1/17	6/30/18	No additional cost	1 st Qtr: 85% 2 nd Qtr: 89.5% 3 rd Qtr: 92% 4 th Qtr: 97.5%
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
	Facility Specific	Facilitate parole simulation training	1	J. Hudson J. Brandt S. Ingo	7/1/17	6/30/18	No additional cost	1 st Qtr: 1 event 2 nd Qtr: 1 event

		four times a year to include increasing staff participation						3 rd Qtr: 1 event 4 th Qtr: 1 event
		Implement Vivitrol program and track number of offender participants	1	S. Dalton S. Ingo K. Moore	7/1/17	6/30/18	TBD	1 st Qtr: 6 referrals 2 nd Qtr: 4 referrals 3 rd Qtr: 5 referrals 4 th Qtr: 3 referrals
		Increase the number of offenders utilizing prerelease open labs on a weekly basis	2	L. Hoder S. Willis K. Moore	7/1/17	6/30/18	No additional cost	1 st Qtr: 586 hours 2 nd Qtr: 300 hours 3 rd Qtr: 638 hours 4 th Qtr: 766 hours
		Maintain current enrollment of 50 per year in TC 7 Habits	2	M. Smith A. Ducharme	7/1/17	6/30/18	No additional cost	1 st Qtr: 24-49% 2 nd Qtr: 18-24% 3 rd Qtr: 64 100% closed 4 th Qtr: 100% Closed
Custody Control								
		Living Unit 5 - C Pod, door tray slots: 2 cells only & reinforce cells	1	P. Maroney C. Warner	7/1/17	6/30/18	\$4,000	1 st Qtr: 75 % of RH cells have been reinforced and hardened. 2 nd Qtr: 100 % of RH cells have been reinforced and hardened. 3 rd Qtr: 100% 4 th Qtr: 100%
		Radio Conversion	1	M. Snell J. Fraher	7/1/17	9/01/17	40% funded by OIT and currently put into service	1 st Qtr: 0% 2 nd Qtr: 60% 3 rd Qtr: 4 th Qtr: The next radios will arrive in August which put FCF at 80% conversion to the new radios.
		Staff Development Opportunities - Cross Training Facility & CI	1	J. Hudson T. Filer C. Warner P. Maroney M. Dupre S. Dalton C. Moore	7/1/17	6/30/18	Continually on going	1 st Qtr: 10% FCF has assisted BVCF and SCF with coverage. This has allowed staff the opportunity to cross-train at other facilities. 2 nd Qtr: 40% Staff at FCF have cross trained at CSP, Maintenance and Case Management.

								3rd Qtr: 60 % Promotional Readiness classes were conducted by the Warden and Associate Warden 4th Qtr: 100 %. Succession Training at HQ. Supervisory Training at CTA. Mock interviews for Sgt. and Lt. Levels.
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
		Living unit 7 and living unit 8 control center upgrades	1	C.Warner P.Maroney Hernandez	7/1/17	Living unit 8 12/01/2017 Living unit 7 6/30/18	TBD	1st Qtr: Scope of work has been identified. 0 % completed 2nd Qtr: 10 % Supplies have been ordered and window designs have been made. 3rd Qtr: 50 % Installed the new monitors for the camera system. . Maintenance installed new windows for better viewing of staff working inside the living 4th Qtr: OIT is upgrading 3 computers that were replaced during the Decorum project.
		Processing Center Upgrades	1	C. Warner P.Maroney	7/1/17	8/30/17	\$2,000	1st Qtr: 15% Staff hours have been adjusted. Physical Plant changes have been identified. 2nd Qtr: 25% Modifications have been made to the time that offenders are processed. 3rd Qtr: 30% FMS has approved design ideas. 4th Qtr: Supplies have been ordered.

		Command Center Remodel	2	C. Warner P. Maroney T. Little	7/1/17	8/30/17	\$4,000	1st Qtr: 25% completed, installed new HDMI video system in Command Center. 2nd Qtr: 75 % Complete New video system installed 3rd Qtr: 80% nets have been ordered 4th Qtr: 100 % Completed
		Key Watcher Updates	2	C. Warner R. Price	7/1/17	6/30/18	\$10,000	1st Qtr: 0% 2nd Qtr: 0 % Contingency 3rd Qtr: 0% Contingency 4th Qtr: 0%
Maintenance								
		Perimeter Upgrade/Main Entry Renovation/ Camera Install	1	P. Maroney	7/1/17	10/1/17	Controlled Maintenance Project, 90% completion FY 16-17	1st Qtr: : 99% Complete - Perimeter Upgraded, 40% Main Entry renovation, 90% Perimeter camera installed programming only remains. Waiting on contracts. 2nd Qtr: Contracts signed waiting to start work. 3rd Qtr: Started the owner provider work. New cabinets are being built by the Furniture shop. 4th Qtr: Cornerstone has finished the door controls. FCF has the ability to operate the Main Entry doors from Master Control.
		Fiber Optic Upgrades (Internal)	2	P. Maroney J. Rocchi	7/1/17	6/30/18	40% completion FY 16-17	1 st Qtr: 50% complete between buildings. 2 nd Qtr: 50% complete between buildings. 3 rd Qtr: Staff are being utilized on other project. 4 th Qtr: Staff have been working on the Main Entry project.

		Pavilion w/ electricity. Replace electrical panel	2	T. Filer P. Maroney J. Rocchi	7/1/17	9/30/17	10% completion FY 16-17 \$2,000 additional - through Enterprise Fund.	1st Qtr: 25% Complete- Engineers plans received - additional materials needed. Concrete slab has been poured. 2nd Qtr: 100 % of the construction is complete. Electricity will be ran to the Pavilion when weather permits. 3rd Qtr: Starting to run electrical. 4th Qtr: 100 % Completed -We also added two cameras to the new pavilion.
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
		Recondition recreation areas	1	T. Filer P. Maroney	7/1/17	6/30/18	25% completion FY 16-17	1st Qtr: 25%- Waiting for staff to finish CH-5 Cell Hardening Project 2nd Qtr: 50%- Complete- only tennis courts remain. 3rd Qtr: 50%- Complete- only tennis courts remain 4th Qtr: 50%- Maintenance staff are focusing on eliminating the gophers from the yard.
		Upgrade fire alarms in kitchen, LU 6 and LU 1	1	P.Maroney K. Leverett	7/1/17	6/30/18	Contingency \$76,000	1st Qtr: Waiting on Contingency 2nd Qtr: \$25,000 Contingency approved, will start with Kitchen first. 3rd Qtr: Started the owner provider work in the kitchen 4th Qtr: Continuing work on the kitchen.
		New Boiler and combustion controls	1	P.Maroney	7/1/17	6/30/18	Controlled maintenance approved \$862,000	1st Qtr: Been approved waiting to start project 2nd Qtr: Waiting to start project 3rd Qtr: Waiting to start project

								4 th Qtr: Th Boiler replacement has been funded and start sometime in November of 2018
		LED cell light replacement	1	P, Maroney J. Rocchi	7/1/17	9/01/17	Paid through contingency funds FY 16-17 \$30,000	1 st Qtr: 50% Completed (490 cells) 2 nd Qtr: 70 % Complete. Hardening of RH cells is complete. 3 rd Qtr: 100 % complete 4 th Qtr: We continue to replace lights throughout the facility with new LED lights.
		Composting Operation Assignment	2	P. Maroney S. Engle	7/1/17	6/30/18	\$1,000 per yr (permit cost)	1 st Qtr: Starting composting in 3 rd quarter 2 nd Qtr: Starting composting in 3 rd quarter 3 rd Qtr: Staff are being utilized on other projects 4 th Qtr: With staff shortages and staff being assigned to other project this goal was not met.
Academics								
		Create career pathway for applicable vocational courses and the infrastructure to successfully implement	2	T. Filer M. Dupre C. Warner	7/1/17	6/30/18		1 st Qtr: 85% 2 nd Qtr: 100% Closed 3 rd Qtr: 100% Closed 4 th Qtr: 100% Closed
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
		Increase student/ teacher contact hours and possibly modify teacher hours to accomplish this	1	T. Filer M. Dupre	7/1/17	12/31/17		1 st Qtr: 25% 2 nd Qtr: 50% 3 rd Qtr: 50% 4 th Qtr: 50%
		Redesign/expand the current Pearson-Vue Official Test Lab located in FCF	2	T. Filer M. Dupre C. Warner HQ Education	7/1/17	6/30/18		1 st Qtr: 10% 2 nd Qtr: 50% 3 rd Qtr: 60% 4 th Qtr: 75%

		Education Center to increase lab capacity and test security to accomplish this SPI						
Laundry								
		Upgrade barber shop	2	T Filer C May P Maroney	7/1/17	12/31/17	Laundry and/or Enterprise funds.	1 st Qtr: 10% 2 nd Qtr: 30% 3 rd Qtr: 100% of the construction is complete - only murals need to be done. 4 th Qtr: 100% of the construction is complete - only murals need to be done.
Food Service								
		Maintain Fully Operational Scanner	2	T. Filer C. Warner	7/1/17	12/31/17	TBD	1st Qtr: 75% 2nd Qtr: 75% 3rd Qtr: 75% (DeCorum will eliminate) 4th Qtr:
		Remodel Staff Offices	2	T. Filer D. Strawn C. Moore	7/1/17	6/30/18	\$10,000	1st Qtr: 10% 2nd Qtr: 20% 1 office complete 3rd Qtr: 75% 2 offices complete 4th Qtr: 100%
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
		Dining Hall Beautification	1	T. Filer D. Strawn P Maroney	7/1/17	10/31/17	\$2,000 (paint/materials)	1st Qtr: 0% Medical in progress 2nd Qtr: 20% 3rd Qtr: 25% 4th Qtr: 100%
Case Management								
		Centralized Case Management Offices 3 rd Qtr starts a new plan due to previous installation not appropriate	1	P. Maroney T. Filer	7/0/17	6/30/18	95% Completed FY 16-17	1 st Qtr: Waiting for LED project to finish. 2 nd Qtr: Finished the last power pole installation "100% complete" 3 rd Qtr: Waiting on Dept approval for CI cubicle renovation

								4 th Qtr: 12/16 cubicles received electricity
		Case Management Conference Room	2	T. Filer P. Maroney C. Moore	1/1/18	3/31/18	\$2,500	1 st Qtr: Started tearing down the chain length fence. 2 nd Qtr: Fence is down - still no table or chairs 3 rd Qtr: Waiting on command center completion for table 4 th Qtr: Received table, need monitors and computer
Clinical Services								
		Establish De-escalation Rooms in Accordance with Policy	1	S. Dalton C. Warner	7/1/17	6/30/18	Waiting on CDOC Clinical Services.	1 st Qtr: 25% - CH-7 & 8 de-escalation rooms identified and have been hardened. 2 nd Qtr: CH-6 & 8 de-escalation rooms are complete, CH-3,4 & 7 rooms have been identified. 3 rd Qtr: All de-escalation are complete and are being utilized. 100 % complete 4 th Qtr: 100% Completed
		Beautification of all Clinical Services	2	S. Dalton M. Smith M. Carpenter A. Ducharme P. Maroney	7/1/17	6/30/18	TBD	1 st Qtr: 50% 2 nd Qtr: 100% Complete 3 rd Qtr: 100% Complete 4 th Qtr: 100% Complete
		Purchase ADA Equipment to include (wheel Chairs, shower chairs, etc.)	2	S. Dalton C. Warner	7/1/17	6/30/18	\$10,000	1 st Qtr: 10% 2 nd Qtr: 100% complete 3 rd Qtr: 100% Complete 4 th Qtr: 100% Complete
Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
Admin Services								

		Increase Immediate Action Resolution Programs to 20 per month.	1	J. McBride Hernandez B. Kirk J. Hudson C. Warner	7/1/17	12/31/17	N/A	1 st Qtr: 32 No % 2 nd Qtr: 18 No % 3 rd Qtr: 27 No % 4 th Qtr:
		Information sharing system in Roll Call (for staff)	1	J. Hudson K. Leverett A. Langdon	7/1/17	8/30/17	N/A	1st Qtr: 100% Completed 2nd Qtr: 100% Completed 3rd Qtr: 100% Completed 4th Qtr: 100% Completed
		Unit 7 & 8 PREA shower evaluation	1	J. Hudson T. Hernandez P. Maroney	7/1/17	6/30/18	N/A	1st Qtr: 0% 2nd Qtr: Transgender can shower during count times 100% Completed 3rd Qtr: 100% Completed 4th Qtr: 100% Completed
Correctional Industries								
		New Program (LED)	2	C. Moore	7/1/17	6/30/18	Based on Production	1st Qtr: 0% The power will be installed in October 2nd Qtr: 50% The power has been installed 3rd Qtr: 100% Completed 4th Qtr: 100% Completed
		3D Printing	2	C. Moore	7/1/17	6/30/18	Based on Production	1st Qtr: 25% 2nd Qtr: 50% 3rd Qtr: 100% Completed 4th Qtr: 100% Completed
		Increase Job Assignments	1	C. Moore	7/1/17	6/30/18	Based on Production	1st Qtr: 2% 2 additional offenders were hired 2nd Qtr: 7% 7 additional offenders (JCAP) have been hired 3rd Qtr: 2% 4th Qtr: 0%

OPERATIONS

1. MAJOR DEVELOPMENTS/ACCOMPLISHMENTS

CUSTODY / CONTROL

April, May, and June

- Management Staff took the Administrative Assistants out to lunch on April 20th for Administrative Professionals Day.
- Mock Interviews have been conducted and are still being conducted for staff on promotional lists and/or that are interested in promoting.
- Tony Decesaro from Headquarters gave the Custody Control Supervisors an overview training on both Legal Services and the Grievance Tracking System on June 6th.
- A CI Audt was requested by Headquarters and completed in June for all Correctional Industry locations in Canon City with an emphasis on Tool Control.
- Visiting Staff hosted 2443 Visitors for 1446 offenders during normal Visits and 137 Visitors for 118 offenders during Special Visits this Quarter.
- Living Unit 1 Staff offices received the new furniture ordered.
- Living Unit 1 moved out 96 Medium Re-Entry offender to Living Unit 2 and received 96 Close Custody General Population offenders.
- Living Unit 2/3 garden is up and running with continued plans to donate all produce to Loaves and Fishes.
- Canopies were installed over Living Unit 2 & 3 Control Center entrances to protect Staff from issues with wildlife (birds).
- New office furniture was received for the Staff Offices in Living Unit 2 & 3.
- The Tray Slot Clearing Device is now in Living Unit 5, shadowed, and inventoried.
- Living Unit 6 Lower has new cameras in place and functional.
- Living Unit 6 has a new SOTMP group and offender were moved accordingly.
- All cage Units for the gaming systems in Living Units 7/8 have been completed by the Furniture Shop. The gaming units are now being placed back out in the Living Units for access and availability.
- The Fremont Emergency Response Team held training on April 11th with Territorial ERT on the ASP baton. April 12th the team was activated at Fremont for a shakedown of Living Units 1 & 2. The team participated in the Dodge Ball tournament for Special Olympics on April 14th and took 3rd in the competition.
- The Fremont Emergency Response Team held training on May 9th at the East Canon Complex Range with weapons qualifications and tank formations. The team was activated on May 17th and 18th at Buena Vista Correctional Facility to assist in a facility wide shakedown.
- The Fremont Emergency Response Team conducted training on June 13th by conducting 37mm deployment and manipulation at the East Canon Range with CTCF Emergency Response Team. There were three activations in June. On June 4th, assisting CMC with shakedown, June 10th - 17th, Durango Fire=416 with assistance and law enforcement in Durango, and starting June 28th, Spring Fire.
- Three Security Monitoring Exercises were conducted in April. The first was April 13th at 0745, a second one on April 19th at 1850, and third on April 26th at 0040 will all of these exercises training on a Fence Breach.
- Three Security Monitoring Exercises were conducted in May. Each were Staff down scenarios for each shift. Two of the exercises were from the Furniture Shop and one from the Education area.

- Two Security Monitoring Exercises were conducted in June. On June 7th at 0845 hours, a Staff member tried to breach the Rear Sally Port and on June 15th at 1930 hours, an unidentified person attempted to enter Gate 1. Both were stopped appropriately.
- An Incident Alert Drill was conducted on April 13th at 0950 to test the Swift 911 system via texts and e-mails.
- 3rd Shift Security held Universal Restraint Training, Taser Training, and Defensive Tactics Training classes in April. Defense Training class was taught on May 7th.
- STG Training was held on April 17th for Line Staff.
- Risk Management Training for both Workers Compensation and FMLA was conducted for Custody Control Supervisors on April 11th.
- The local Police came in with their K-9 to search for drugs at Fremont. The K-9 hit on a few areas, no drugs were found and there were a good deal of flushing toilets.
- Shift Commander Training was held on June 11th for Supervisors.
- Fremont is part of Phase 1 for the Polo Shirt transition. Staff are currently trying on sample shirts before the order is placed.
- 3rd Shift Security held and FTO Meeting on June 27th to recruit trainers and to develop a schedule to train new hires.

PHYSICAL PLANT

April, May, and June

- Thanks to FMS, FCF was able to acquire the services of Mr. Bob Cleaver on April 3rd. Mr Cleaver met with the Boiler House and HVAC supervisors. They discussed several of FCF's priorities with Mr. Cleaver which included, to re-establish communications with the cell house 5 controller, make repairs to the cell house 6 controller and deliver DMS training. Communications were established with cell house 5 within 2 hours and the rest of that day was spent training on DMS. The next day set-points for our administration air handlers were corrected, and Mr. Cleaver entered an entirely new database on the cell house 6 controller. His assistance with these matters was greatly appreciated and the affected systems are operating well.
- Electrical and Ground Maintenance trenched 100 yds from the Administration building to the new pavilion, in the upper yard. Electrical installed 2- 1" conduits PVC for pavilion project, pulled in 3-20amp circuits for pavilion project, installed unistrut rack and 40 amp 3 pole non fusible disconnect for pavilion project.
- FCF hosted the Bonfils Blood Bank on April 10th. The blood drive target goal was 26 units. FCF staff donated a total of 36 units, saving 108 lives.
- Two staff from the Office of State Architecture toured FCF, for a possible ADA project.
- The Main Entry door control project has been completed. FCF has the ability to operate the Main Entry doors from Master Control.

ADMINISTRATIVE SERVICES

April, May and June

- On April 11, 2018, FCF hosted a tour of the Education and Vocational areas for two Wardens of the Private Prisons and three CoreCivic employees.
- On April 19, 2018, FCF hosted and toured 30 delegates from Jamaica, Haiti, and Trinidad/Tabago as members of the International Corrections Management Training Academy.
- On May 2, 2018, FCF hosted and toured 7 delegates from Haiti as members of the International Corrections Management Training Academy.
- On May 15, 2018, FCF hosted an Employer Tour for eight employers. They were given a tour of our program areas including the Machine Shop, Carpentry, and Welding. They also did a perimeter tour of the East Canon Complex.
- On May 17, 2018, FCF hosted and toured 22 delegates from El Salvador as members of the International Corrections Management Training Academy.
- On June 29th, OIT Executive Staff toured Fremont Correctional Facility.

PROGRAMS

Academic/Vocational Education

April

-

May

-

March

-

NUMBER OF STUDENTS ENROLLED IN EACH CLASS

Program	April	May	June	Total Per Month
GED				148
Thinking for a Change/ Aftercare				17
Moral Reconation Therapy				18
WhyTry				16
Intro To Computer Info Systems				17
CISCO IT Essentials				0
CISCO A+				5
Networking				8
Construction				11
Janitorial				10
Machine Shop				18
Welding				8
Customer Service				19
Pre-release	29	30	30	30

Creative Writing	14	36	9	20
7Habits on the Inside	48	67		
Flagger Certification				0
College night courses				22
College Mobile Labs				7

Volunteer Services

April

- One day Shekinah Seminar attended by 59 offenders.
- All day Christian Life Institute Program attended by 18 offenders.
- 7-Habit General Population Graduation with Richard Vaughn Littrell a former offender guest speaker.
- 7-Habits Therapeutic Community Graduation with Major Jay Hudson as key note speaker.

May

- Prison Fellowship held a two-day seminar this month with 54 offenders in attendance.
- FCF hosted the “Covenant Players” volunteers with 52 offenders participating in the program.
- The “Mark Anderson Ministries” presented a concert for offenders at FCF. The program was attended by 37 offenders.
- A Parents on a Mission graduation was held in the visiting room for both classes of POM students. 20 offenders graduated the program and many family members attended the program in support of their student graduates.
- FCF hosted a presentation by Richard Ramos, the founder of the Latino Coalition for Community Leadership and creator of the Parents on a Mission program.

June

- Prison Fellowship Angel Tree Program was held in MPR-1 on June 16, 2018. This is the first time FCF has offered a program of this type.

Support Services

April

- Laundry held interviews to fill the vacant Laundry Supervisor position.

May

- The Laundry Supervisor position was filled.

The Food Service beautification mural project was completed this month for the serving line walls in each dining hall.

Laundry and Food Service re-organized weekend laundry procedures for Food Service laundry. Enough additional shirts, dishrags and mop heads was purchased to ensure Food Service staff no longer needs to launder items on the weekends. Laundry workers stage carts filled with a daily supply of kitchen needs to cover each weekend day. This has greatly increased the efficiency for Food Service laundry.

Food Service changed the process for storing and issuing whites and tremendously decreased waste and excessive use of shirts.

June

- Food Service received funding for a Blast Chiller from contingency funds. The Blast Chiller was installed this month.

Food Service received additional hot/cold holding carts to upgrade storage boxes on serving lines.

Library

April

- ◆ A total of ten offenders participated in this month's Book Club. Participants read and held an academic-styled discussion of The Dog Stars by Peter Heller. The book selected for May is The Book Thief by Markus Zusak.
- ◆ The April 2018 issue of *Pens & Paradigms* was approved through reading committee and copies of the newsletter were distributed to every living unit for checkout from the living unit control center. The current issue may also be read in the General Library and are additionally available in Visiting for families to view.
- ◆ Library staff and offender clerks finished integrating weeding and integrating Reference books into the general collection; spine and pocket labels were reprinted for each book and catalogue records adjusted/corrected for OPAC searches.
- ◆ The Library will begin the second workshop for "The Art of Public Speaking" the first week of May. This will be an eight-week course with over fifteen offenders signed up to participate.

May

- ◆ Ten offenders participated in this month's Book Club. Participants read and held an academic-styled discussion of The Book Thief by Markus Zusak.
- ◆ The May 2018 issue of *Pens & Paradigms* was approved through reading committee and copies of the newsletter were distributed to every living unit for checkout from the living unit control centers. The current issue and all back issues may also be read in the General Library and are additionally available in Visiting for families to view.
- ◆ The Library is half-way through the second eight-week workshop for "The Art of Public Speaking". This workshop is going strong in interest and participation.
- ◆ Library staff and offender clerks are cataloging the new CSL book order, and they have started a second pass of weeding non-fiction books, checking for relevant and up to date content through the CREW weeding manual.
- ◆ Library staff are gathering information and reading materials to support the offender veterans programs being offered at the facility.
- ◆ The Library has received some really great submissions for the Landscapes Art Contest. The winners will be announced during the second week of June, and will be featured in next month's newsletter.

June

- ◆ Ten offenders participated in this month's Book Club. Participants read and held an academic-styled discussion of As I Lay Dying by William Faulkner.
- ◆ The June 2018 issue of *Pens & Paradigms* was approved through reading committee and copies of the newsletter were distributed to every living unit for checkout from the living unit control center. The current issue may also be read in the General Library and are additionally available in Visiting for families to view.
- ◆ The "Art of Public Speaking" program finished the second session with eight offenders completing the program. The program continues to generate strong interest from offenders wanting to participate in the next session. Offenders were very involved and dedicated in progressing through the program, showing their willingness to learn by watching video lectures and by presenting weekly speaking exercises.
- ◆ One Library staff spent a day cross-training with at Arrowhead Correctional Facility to observe how one of the libraries at CMC is being run.
- ◆ The Library spent reimbursement monies on materials to support library (and library sponsored), such as Book Club, Creative Writing, and Theater Program. Additionally, older CD titles that weren't available on the tablets were purchased, as well as twenty-five new DVD titles for the library's collection.

The FCF Library established a pod collection for the new GP Close Custody offenders who were moved into Living Unit 1 this month.

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Recreation

April

- FCF Recreation concluded a food sale for the Jade Cafe Restaurant in April. The food sale was very successful. We serviced all of the living units over a four week distribution.
- During this month a power line was connected to the new upper yard pavilion by the electrical maintenance crew. There was no closure of the yard during this project.
- Recreation showed the quarterly weight training safety video.
- Softball league rosters were distributed and officials' training was held this month.
- Photos for general population pictures were taken on April 21st and 22nd.

May

FCF Recreation made changes in the way yards are pulled for recreation sessions. The changes are improving control of offender movement. Recreation staff began publishing an early meal pull list for the evening meal to let all units and security staff know the offenders who are expected to work the evening yard.

Recreation began a facility wide Doughnut sale for offenders. Orders have been completed and delivery dates will be in June.

The recreation department sponsored Memorial Day events which highlighted a one pitch softball tournament and a cross fit competition.

Visiting photos were taken on May 12th and 13th and General population photos were taken on the 19th and 20th of May.

Softball rosters were submitted for the intramural softball leagues and schedules are currently being developed. Season play will begin June 2nd.

June

- FCF Recreation sponsored Memorial Day field events for the offenders. The offenders received free pictures for winning their event.
- Recreation provided a canteen food sale that ran from June 4th through June 7th. This donut food sale was very successful. For one donut delivery, Recreation staff were required to e-scan the donut boxes. With volunteer help from security and housing staff, the search of the food items was successfully conducted with no contraband found.
- LU-1 close custody/re-entry photos were taken on June 8th. GP photos were taken on June 9th and 10th. Visiting photos were taken on June 16th and 17th for Fathers Day visitors.
- FCF Recreation also hosted the semi-annual offender weightlifting meet on June 23rd. The winners of this event received free photos for first place in their division.

Case Management

April

- On April 4, 2018, Re-Entry had a family reunification event in visiting
- On April 19, 2018, 30 delegates from Jamaica, Haiti and Trinidad/Tobago as members of the International Corrections Management Training Academy observed and participated in FCF Job Board process.

May

- . 12 of the 16 cubicles in centralized case management were re-wired for electricity

June

- On June 6, 2018, Re-Entry had a family reunification event in visiting
- Unit 1 became all Close Custody. Two pods have remained Close Re Entry and Medium Re Entry was moved to U2, pods A, B and C and two pods in U1 have converted to General Population Close Custody.
- CM II Evitts resigned and FCF has submitted the PAR for promotional

2. TRENDS/ISSUES ACTIONS TAKEN

CUSTODY / CONTROL

April, May, and June

- Beautification Murals for Living Unit 1 is in the initial stages. We are still gathering the offender submitted artwork for selection.
- The teleconferencing Unit was moved out of Living Unit 1 C Pod and moved to Living Unit 2 storage. It will remain there until it is determined where it will be placed.
- Electronic Manning Boards will be installed soon in several Living Units including Living Unit 2 and 3.
- Efforts have begun to educate Living Unit 2 & 3 Staff with information and training regarding the re-entry population.
- HVAC Systems for Staff offices will be updated in Living Unites 2 & 3 in the near future.
- Living Unit 8 is working with CI Canteen Services to replace and increase the number of microwaves in the Unit.
- Purchase Orders have been completed to replace Staff furniture in Living Units 2/3.
- Living Unit 1 will be testing and evaluating fire resistant waste baskets in the Close Custody Pods.
- Physical Plant Staff members are working at the direction of Major Moore to install PREA panels on the showers in C and D Pods. This will assist with Living Unit 5 being compliant during the PREA Audit.

- A process has been developed and currently placed into practice for offenders in Living Unit 8 to utilize the small number of DVD players available.
- Control Center remodel are still being completed in Living Unit 7/8. Currently waiting for arrival of new computer systems to continue the process.
- Working with the COPE program and upcoming standards for the Offender Mental Health Aide program.
- 3rd Shift Staff Sergeants are cross-training with Security and Housing Sergeants on a scheduled basis each month.
- Intel will begin monthly meetings the 3rd Wednesday every month so that line staff can attend to share information.
- A State-wide decision was made to remove all Coffee Pots from Close Custody offenders in May.
- Dim light shooting for Staff was held two different weeks in May.

PHYSICAL PLANT

April, May and June

- In April, FCF Grounds Maintenance poured 110 yds. of concrete in the lower, west parking lot. The new parking spaces give staff the ability to walk straight into the facility without having to go through a dirt parking lot.
- The Pavilion in the upper yard is finished. The power to the Pavilion was the last part needed to finish the project. The facility now has the ability to have outdoor concerts.
- FCF Command Center has been remodeled. New carpet has been installed, along with a new cabinets and a conference table. The new Command Center is a lot more user friendly.
- FCF Maintenance installed new stairs from the main parking lot to the upper parking lot. This gives staff the ability to walk straight into the facility, helping to avoid some of the staff injuries caused during inclement weather.
- Installed new blast chiller, including larger refrigeration tubing, conduit, # 4 wiring and new 100 amp disconnect.
- Install frequency drives on 12 condenser fans for freezers and coolers.
- Kitchen Repair did a total refurbish and redesign on one of the two oldest Hobart mixers in the kitchen.

3. SECURITY

INCIDENT ALERT DRILLS

Month	# of Functional Exercises	# of Tabletop Exercises	# of Full Scale Exercises	Corrective Measures
April	1			
May	0			
June	0			
Total	1			

SECURITY MONITORING EXERCISES

Month	# Of Exercises	Significant Issues Identified
April	3	
May	3	
June	2	
Total	8	

EMERGENCIES/CRITICAL INCIDENTS

April

May

June

PERFORMANCE MEASURES

SEARCHES	April	May	June	Total
# of cell searches	779	796	783	2358
# of common area searches	241	265	205	711
# of dangerous contraband items found	5	2	6	13
TRANSPORTS	April	May	June	Total
Transports done by facility transport personnel	35	26	15	76
# of offenders	47	36	21	104
# of miles	880	962	953	2795
# of personnel hours	151.5	137	124.5	413
Transports done by non-transport facility personnel	7	7	23	37
# of offenders	7	8	29	44
# of miles	717	153	669	1539
# of personnel hours	63.5	30.5	159	253
HOSPITAL SUPERVISION	April	May	June	Total
# of offenders	3	5	4	12
# of personnel hours	779	405	407	1591
SPECIAL TEAMS: # OF ACTIVE MEMBERS	April	May	June	Total
ERT	14	15	15	15
SORT	0	0	0	0
ESCAPE	9	9	9	9
Crisis Negotiation	0	0	0	0
Critical Incident Response	3	3	3	3

Honor Guard	0	0	0	0
Special Response Unit	0	0	0	0

COPD CHARGES/CONVICTIONS				
	April	May	June	Total
Class I Charges	10	10		38
Class I Convictions	9	10		36
% of Convictions to Charges	90%	100%		95%
Class II Charges	34	52		168
Class II Convictions	28	47		146
% of Convictions to Charges	82%	90%		87%
IARPs completed	22	16		58
HISTORICAL COPD DATA				
FISCAL YEAR	CLASS I CONVICITIONS	CLASS II CONVICITIONS	IARPs	
2017 thru 2018				
2016 thru 2017				
2015 thru 2016				
2014 thru 2015				
2013 thru 2014				
2012 thru 2013				
2011 thru 2012				

Significant Incident Summary

This report is required for all **residential** accreditation programs.

This summary is required to be provided to the Chair of your visiting team upon their arrival for an accreditation audit and included in the facility's Annual Report. The information contained on this form will also be summarized in the narrative portion of the visiting committee report and will be incorporated into the final report. Please type the data. If you have questions on how to complete the form, please contact your Accreditation Specialist.

This report is for Adult Correctional Institutions, Adult Local Detention Facilities, Core Jail Facilities, Boot Camps, Therapeutic Communities, Juvenile Correctional Facilities, Juvenile Detention Facilities, Adult Community Residential Services, and Small Juvenile Detention Facilities.

Facility Name: Fremont Correctional Facility July 2017-June 2018

Incident Type	Months →	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Total for Reporting Period
Escapes		0	0	0	0	0	0	0	0	0	0	0	0	0
Disturbances*		0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Violence		0	0	0	0	0	0	0	0	0	0	0	0	0
Homicide*	Offender Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
	Staff Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
	Other Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
Assaults	Offender / Offender	0	0	0	0	0	0	0	0	0	0	1	0	0
	Offender / Staff	0	0	0	0	0	0	0	0	0	0	0	0	0
Suicide		0	0	0	0	0	1	0	0	0	0	0	0	1
Non-Compliance with a Mandatory Standard*		0	0	0	0	0	0	0	0	0	0	0	0	0
Fire*		0	0	0	0	0	0	0	0	0	0	0	0	0
Natural Disaster*		0	0	0	0	0	0	0	0	0	0	0	0	0
Unnatural Death		0	0	0	0	0	0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0	0	0	0	0

*May require reporting to ACA using the Critical Incident Report as soon as possible within the context of the incident itself

4. PERSONNEL

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

STAFFING	April	May	June	Total
Requests for Transfers In				
Requests for Transfers Out				
# Transferred In				
# Transferred Out				
Overtime Hours				
12/16 Hour Shifts				
# of Staff on Flex Schedules				
FMLA Hours				
Turnover Rate				
Total Number of Vacancies				
Times under Minimum Staffing				

VACANCY REPORT	April	May	June	Total
# Authorized FTE's				
# Vacancies				
% Vacancies				

EMPLOYEE GRIEVANCES	April	May	June	Total
Step I				
Step II				

TRAINING HOURS	April	May	June	Total

5. OFFENDER POPULATION

OFFENDER GRIEVANCES	April	May	June	Total
Step 1	60	63		
Step 2	35	23		
Step 3	23	10		
LITIGATION	April	May	June	Total
# of New Lawsuits Filed				

6. PROGRAMS

RECREATION	April	May	June	Total
# of offenders, who participate in programs that are structured, implemented, supervised, and coordinated by Recreation. (include hair activities)	890	2004	1124	4018
# of offenders that enter recreation areas for whatever recreational activity	13,848	14,536	11,746	40130
# of structured programs offered at the facility; programs facilitated and coordinated by Recreation	6	14	12	32
# of disciplinary reports written by	1	1	0	2

Recreation for altercations occurring in the Orecreational areas.				
# of individual community volunteers involved in the facility recreational programs	0	0	0	0

VOLUNTEER PROGRAMS	April	May	June	Total
# of Formal Religious Services	57	52		172
# of Other Religious Programs (regularly scheduled faith group programs; not services)	25	37		90
# of Seminars (special events; count as event not # of days)	12	10		31
# of Non-religious Programs (AA, GED tutors, etc)	25	26		73
# of Offender Participants (total number in each event, 1 offender may attend numerous events and counted each time)	2,450	2,823		7,568
# of Offenders Served (do not count offenders more than once)	509	506		1,473
# of Volunteers (each volunteer is counted only once)	86	84		253
# of Volunteer Hours Served (total hours of all volunteers)	295.00	331.50		855,000
# of Full-time Chaplain Hours (FT is 21 or more hours per week)	2/178:30	2/176:15		2/521:45
# of Part-time Chaplain Hours (PT is 10-20 hours per week; others are volunteers)	1/68	1/31:00		1/148:00
# of Emergency Notifications by Chaplains	6	5		15

OFFENDER LABOR CREWS	This number will need to be added on September 30, 2017 ~ This is reported quarterly by Maintenance.
Offender Labor Hours Worked	4620
Offender Labor Projects Completed	4
# of Agencies Served	0

TOURS				
	Date	Group Name	# in Group	Areas Visited
4th Quarter	04/11/18	CoreCivic/Private Prisons	5	Education/Vocational
	04/19/18	Jamaica, Haiti, Trinidad/Tabago	30	ALL
	05/02/18	Haiti	7	ALL
	05/15/18	Employer Tour	8	Programs/ECC Tour
	05/17/18	El Salvador	22	ALL

7. TESTING AND INSPECTIONS

LIFE SAFETY

Monthly Testing	April	May	June	Total
SCBA/ iEvac Hoods	10 / 35	10 / 35	10 / 35	30/105
Fire Stand Pipe System	N/A	N/A	N/A	N/A
Emergency Exit Lighting	All 50 Buildings	All 50 Buildings	All 50 Buildings	150
Emergency Generator	4	4	4	12

FIRE DRILLS

April (list each date)	Locations (list each location)	After Action Report
4, 6, 13, 16, 18, 20, 23, 24, 26, 30,	LU-2, LU-8, LU-3, Boiler House, Medical, Furniture, LU-6, LU-5, Vocational, Processing	Talked about extinguishers already being on scene so no need to bring it with them.
May (list each date)	Locations	After Action Report
2, 9, 11, 14, 18, 21, 23, 25	LU-4 3 rd , LU-1, LU-4 1 st , Metal Products, LU-1, Education-Mental Health, Food Service, Visiting	a. Phase I Responders were called to LU-4 / A-Pod Common Area due to the in unit structure a simulated evacuation of the entire Pod is necessary. b. Building design and the cell operation
June (list each date)	Locations	After Action Report
6, 7, 8, 13, 15, 22, 27,28	LU-7 3 rd , LU-5 1 st , LU-5 3 rd , Clinical, Processing, LU-6 2 nd , LU-8 3 rd , LU-2 3 rd , Boiler House 3 rd	Discussed the importance of the two person rule.

ANNUAL EQUIPMENT TESTING

	Fire Alarms	Sprinkler System	Smoke Detection System	Fire Hydrant
Date	5/29/2017	3/29/2018	6/2017	3/29/2018
Performed By	K. Leverette	Randy Turner	K. Leverette	Randy Turner

ANNUAL CDPHE INSPECTION

	April	May	June
Date of Inspection	July 9 th 2018		
# of Violations	0	0	0
Violations Corrected	0	0	0
Violations Pending	0	0	0

Comments if necessary:

ANNUAL FIRE INSPECTION			
	April	May	June
Date of Inspection	June 8 th 2017		
# of Violations	0	0	8
Violations Corrected	0	0	6
Violations Pending	0	0	2