



COLORADO

Department of Corrections

FREMONT CORRECTIONAL FACILITY

MANAGEMENT PLAN/QUARTERLY REPORT

FISCAL YEAR

2020-2021

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

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EXECUTIVE DIRECTOR

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FREMONT CORRECTIONAL FACILITY

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Table of Contents

- A. Executive Summary
- B. Facility/Division Description
- C. Goals and Strategies
- D. Operations
 - 1. Major Developments/Accomplishments
 - 2. Trends/Issues and Actions Taken
 - 3. Security
 - Incident Alert Drills
 - Reportable Incidents
 - Performance Measures
 - Code of Penal Discipline
 - 4. Personnel
 - Narrative
 - Staffing
 - Vacancy Report
 - Employee Grievances
 - Training Hours
 - 5. Offender Population
 - Narrative, if appropriate
 - Grievances
 - 6. Programs
 - Narrative, if appropriate
 - Education
 - Recreation
 - Volunteers
 - Offender Labor Crews
 - Tours
 - 7. Testing and Inspections
 - Life Safety Quarterly Testing
 - Fire Drills
 - Annual Equipment Testing
 - Health Department Inspection
 - Fire Department Inspection

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 in 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 and Furniture Shop). The offenders that participate in one of these programs have 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.

In June 2018, FCF modified operations to accommodate 96 Close Custody offenders to help alleviate jail backlog. This is in addition to the 96 offenders that are Close Custody Re-entry. These offenders are offered cognitive based programming and educational opportunities to assist them with transition to lower custody designations.

Sex Offender Treatment and Monitoring Program (SOTMP) is also offered at FCF. Offenders who successfully complete the program 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 the 7 Habits program.

Since 1957, the facility has undergone twenty-five changes in administration, from Captain Clarence Tipton to the current Warden, Siobhan Burtlow. 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 maximum to minimum: <table> <tr> <td>Close</td><td>11.2%</td></tr> <tr> <td>Medium</td><td>86.7%</td></tr> <tr> <td>Minimum R</td><td>2.2%</td></tr> <tr> <td>Minimum</td><td>0%</td></tr> </table>	Close	11.2%	Medium	86.7%	Minimum R	2.2%	Minimum	0%
Close	11.2%								
Medium	86.7%								
Minimum R	2.2%								
Minimum	0%								
Number of Offenders	1620								
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 713								

Offender Assignments

Institutional Support	
Living Unit Workers	209
Laundry	29
Volunteer Programs	2
Law Library	3
Library	18
Inmate Rep	1
Maintenance	87
Recreation	24
Housekeeping	26
Food Service	235
OCA	44
Close Custody Jobs/Assignments	46
Total	713
Correctional Industries	
Furniture Shop	76
Metal Products	50
Total	126
Academic / Vocational	
ABE / GED (Average)	84

CAD (Average)	7
Customer Service (Average)	0(Teacher Vacancy)
Custodial Training (Average)	7
Construction Technology (Average)	0(Teacher Vacancy)
Machine Shop (Average)	9
Welding (Average)	9
Pre-Release (Average)	3
T4C paid (Average)	4
T4C Close Custody (Average)	0
MRT (Average)	1
Computer Information Systems (CIS)	7
CCCS Courses: (Average)	
Pueblo Community College Oil & Gas Technology	8
Red Rocks Community College-Field Leadership	21
Total	160
Una Medically	3
Una Available	181
Una RP	1
Total	185
Programs - Non-Paid	
Drug and Alcohol	96
MH groups	18
Seven Habits	0
T4C Aftercare	0
T4C non paid	0
WhyTry-Volunteer	0
SOTMP	175
Mental Health Peer Support	6
Total	295

Industries

Colorado Correctional Industries is a division of the Colorado Department of Corrections. Fremont offers Furniture Shop and Metal Products as the two major Industry Programs.

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), CAD, 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 (SBS) Programs offer a cognitive education resource for offenders. Moral Recognition 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.

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 these offenders, who previously had little to no opportunities to parole the ability to gain the skills needed to successfully reintegrate into society.

Clinical Services/Treatment

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

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.

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 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. 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 facility, as well as in Food Service. Some offenders in the program attend ABE/GED as well as work in Correctional Industries.

Actual Unassigned

1284 assigned Offenders
 11 Offenders OTC/OTM unassigned status
 46 Offenders in Restrictive Housing
 185 Unassigned status

Food Service

Regular	Therapeutic Diets	Religious Meals
4900	150	150

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

Laundry

Laundry serves the laundry needs of the Fremont Correctional Facility and the CCI programs assigned to FCF. FCF Laundry provided laundry services for ACC, FMCC and CCI programs assigned to the Canon Minimum Center through October 2020. 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.* Each goal has strategies that are action steps to improve a specific portion of a facility or subprogram. Goals and strategies must have a specific outcome, must be measurable, and include a time frame for completion. Sources are the performance plan, subprogram, and/or facility goals and strategies. An update of goals and strategies are documented quarterly. Goals and strategies are retained in this section until the end of each fiscal year. New goals or strategies may be added at any time during the year.

Goal #	ActionStep	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
CDOC Strategic Policy Initiatives (WIGS)								
Decrease Recidivism Rate								
Strategy #1 Implement virtual programming opportunities in all 20 facilities								
	A.	Explore opportunities to utilize video conferencing to assist offenders with benefits and resources		Willis, K. Moore				1st Qtr: Virtual oil & gas was started this quarter. 2nd Qtr: This strategy has been delayed by COVID restrictions. 3rd Qtr: Development of this strategy has been affected by COVID delays, however as opportunities to utilize video conferencing with partners have presented themselves we have taken advantage of this and are optimistic about the growth potential. 4th Qtr: Development of this strategy has been affected by COVID delays, however as opportunities to utilize video conferencing with partners have

								presented themselves we have taken advantage of this and are optimistic about the growth potential.
	B.	Explore career educational opportunities		Curliss				1st Qtr: Staff are researching additional classes to meet the employment demands in the community. 2nd Qtr: This strategy has been delayed by COVID restrictions. 3rd Qtr: Has been redirected to focus on RTP and finishing current Re-entry. 4th Qtr: Has been redirected to focus on RTP and finishing current Re-entry.

	C1	Transitional Release Planning		K. Moore C. Warner J. Curliss				1st Qtr: The pilot program has been initiated, and parameters were established, some offenders have been assigned. 2nd Qtr: Continue with weekly meeting. FCF is slotted to get the workbooks 2/1/21. Working on setting up MPS program 3rd Qtr: MPS program was set up and 3 offenders have been assigned. Working with Pre-Release and Case Management to get offenders involved. Continue with bi-weekly meeting. At the end of the 3rd Quarter, four offenders met all TRP criteria. 4th Qtr: Offenders continue to be referred into the program. Meetings continue. This is being incorporated into RESTORE.
	D.	Participate in a Transitional Release Planning pilot program		Warner, K. Moore				1st Qtr: Several meetings have been conducted to start the initial implementation. 2nd Qtr: Continue with weekly meeting. FCF is slotted to get the workbooks 2/1/21. Working on setting up MPS program 3rd Qtr: MPS program was set up and 3 offenders have been assigned. Working with Pre-Release and Case Management to get offenders involved. Continue with bi-weekly meeting. At the end of the 3rd Quarter, four offenders met all TRP criteria. 4th Qtr: Offenders continue to be

								referred into the program. Meetings continue. This is being incorporated into RESTORE.
Strategy #2 Reduce monthly technical parole violations								
	A.	Identify and establish an educational opportunity / program for parole violations to all offenders leaving FCF		Simpleman K. Moore Curliss				1st Qtr: This strategy has been delayed by the COVID restrictions on grouping and staffing. 2nd Qtr: This strategy has been delayed by the COVID restrictions on grouping and staffing. 3rd Qtr: This strategy has been delayed by the COVID restrictions on grouping and staffing/Focus on TRP 4th Qtr: This strategy has been delayed by the COVID restrictions on grouping and staffing/Focus on TRP

	B.	Create educational program for staff and offenders for release challenges and resources		Willis Simpleman				1st Qtr: This strategy has been delayed by the COVID restrictions on grouping and staffing. 2nd Qtr: FCF continues to participate in Transitional Release Program initiatives. FCF requested 25 boxes of Go Guides to reinforce opportunities /resources for Offenders upon release. 3rd Qtr: This strategy has been delayed by COVID restrictions/Focus on TRP 4th Qtr: This strategy has been delayed by COVID restrictions/Focus on TRP
	C.	Develop and implement parole preparation groups (In conjunction with CM and Parole, CRES, Pre-release)		Bailey Simmons Simpleman Willis				1st Qtr: This strategy has been delayed by the COVID restrictions on grouping and staffing. 2nd Qtr: Transitional release meetings continue to take place within 90 days of release with high risk / high need / homeless SO offenders. Monthly tabled offender meetings are being held to assist with parole planning. 3rd Qtr: This strategy has been delayed by COVID restrictions. At the end of the 3rd Quarter, four offenders met all TRP criteria. 4th Qtr: This strategy has been delayed by COVID restrictions. At the end of the 3rd Quarter, four offenders met all TRP criteria.

INCREASE THE PERCENTAGE OF MAT PARTICIPATION

	A.	Continue to monitor our MAT program to be an example to other facilities		Smith Sutton J. Moore Warner				1st Qtr: Several DOC facilities were scheduled to observe the FCF process prior to COVID restrictions. Those visits will be rescheduled when it is safe to do so. 2nd Qtr: Several DOC facilities were scheduled to observe the FCF process prior to COVID restrictions. Those visits will be rescheduled when it is safe to do so. 3rd Qtr: FCF worked with CCF to have a team observe the MAT process. FCF continues to monitor the MAT process to improve the efficiency and efficacy of the program. 4th Qtr: FCF recently modified the process for administering suboxone to match the process used by DRDC. This will ensure consistency as well as improve the security measures, mitigating the medication abuse.
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	B.	Educate staff in opportunities to support the MAT program through interactions and incident reporting		Smith Wilson Sutton J. Moore				1st Qtr: This strategy has been delayed by the COVID restrictions on staffing. 2nd Qtr: Ongoing monitoring of medication / program compliance as well as continuing services associated with Vivitrol services on parole. Staff are conducting searches to ensure compliance and accountability prior to removal from the program. 3rd Qtr: FCF has maintained education through roll calls as processes have changed due to cohort strategies. 4th Qtr: FCF has maintained education through roll calls and informing supervisors as processes have changed due to cohort strategies.
	C.	Educate offenders on the program		Smith Wilson Sutton				1st Qtr: Information is disseminated to new offenders who may be eligible for the program. 2nd Qtr: Information is disseminated to new offenders who may be eligible for the program 3rd Qtr: Information is disseminated to new offenders who may be eligible for the program 4th Qtr: Information is disseminated to new offenders who may be eligible for the program
	D.	Quality Control		Smith Wilson				HSA Zade monitors this routinely.

DECREASE STAFF TURNOVER RATE AND IMPROVE THE CULTURE

	A.	Develop a staff donation food program for staff working additional shifts or unexpected hours		Walter Audet Simmons McBride				1st Qtr: A significant amount of food has been collected, and is available for staff in need. 2nd Qtr: Monthly emails are sent to remind about the pantry. Shift Commanders are aware and several staff have received food items. Shift Commanders continue to provide staff with information related to food availability. 3rd Qtr: Staff continue to be reminded that food stores are available for them. 4th Qtr: Staff continue to be reminded that the food pantry has food for donation to staff. Several staff have received food items.
	B.	Develop weekly meeting to provide leadership training and mentoring that will help ensure consistency throughout the facility		Burtlow Bergman Feldhacker				1st Qtr: The Management Team meets with many of the captains each week following the duty officer exchange meeting. All lieutenants are requested to be at the duty officer exchange meetings as well. 2nd Qtr: The Management Team has accomplished this goal through inclusion in implementing cohort strategies and outbreak mitigation related to all areas and facility operations. 3rd Qtr: Crucial Conversations book club training for supervisors was instituted this quarter with initial introduction and books being issued.

								4th Qtr: Continued with Crucial Conversation book issuance and initial assignment. Return to daily roll call involving supervisors in real time transitions within pandemic operations; employee expectation and support consistency as operations return to more normal scheduling and facility's emergence into upcoming department initiatives.
	C.	Determine factors that need to be examined to develop a flex schedule		Maroney Moore Sutton Warner Smith				1st Qtr: Due to COVID restrictions, multiple work areas have developed 10 hour shifts four days per week. This balances a reduction in their time within the facility with meeting the business needs of the facility. 2nd Qtr: Flex scheduling for identified positions continued this quarter due to COVID restrictions. FCF is reviewing appropriate work assignments for flex scheduling as identification in line with AR 100-37. 3rd Qtr: Due to COVID restrictions, multiple work areas continue 10 hour shifts four days per week. FCF IA 100-37 established areas that flex schedules will be considered. 4th Qtr: A 12-hour shift was explored by Majors Warner and Moore, and determined to be more staff intensive. Case Management and Education staff are currently working four 10-hour shifts.

Facility Specific Goals and Strategies

	A.	Look for opportunities to acknowledge staff		Management Team Supervisors				1st Qtr: Individual staff who excel in the work areas are identified each week in the Duty Officer report and in the monthly facility newsletter. 2nd Qtr: This is an ongoing process that continues to acknowledge staff contributions. 3rd Qtr: This is an ongoing process that continues to acknowledge staff contributions. 4th Qtr: The Management Team designed and distributed Challenge coins to commemorate staffs' commitment and hard work during the COVID pandemic.
	B.	Install shelter from the elements for monitoring movement		Engle McBride				1st Qtr: FCF Maintenance is limited in the number of staff and offenders working each day due to COVID, and are focused on daily operational needs 2nd Qtr: FCF Maintenance continues to be limited in the number of staff and offenders working each day due to COVID, and are focused on daily operational needs 3rd Qtr: FCF Maintenance is limited in the number of staff and offenders working each day due to COVID, and are focused on daily operational needs 4th Qtr: : FCF Maintenance is limited in the number of staff and offenders working each day due to COVID, and are focused on daily operational needs

	C.	Evaluate Main Entry Operation		Burtlow Sutton McBride Witt				1st Qtr: Capt. McBride and Lt. Witt have begun to evaluate this operation. 2nd Qtr: FCF had a meeting with FMS to go over the plans to remodel Main Entry. Mrs. Brensing will be in the facility to assist with design in Feb 2021. 3rd Qtr: FMS was at the facility to assist with design in Feb 2021. Project Directive was completed and signed on 3/10/21. The E-Scan was delivered to FCF during this quarter. 4th Qtr: The Project Directive has been approved. The E-Scan has been installed and is up and running. Materials for the remodel have been ordered.
	D.	Assess how records retention policy is being utilized		Walter Audet Kinard McDermott				1st Qtr: FCF Policy Coordinator is helping to identify documentation that needs to be included in this review. 2nd Qtr: Area Administrative Assistants continue to review their areas of responsibility and a list is being finalized to update the IA in accordance with AR 100-27. 3rd Qtr: Area Administrative Assistants continue to review their areas of responsibility and a list is being finalized to update the IA in accordance with AR 4th Qtr: Area Administrative Assistants continue to review their areas of responsibility and a list is being finalized to update the IA in accordance with AR

	E.	Expand Offender/Staff co-facilitated programs		Warner McBride				1st Qtr: Due to cohorts of offenders by living unit, co-facilitated programs have been put on hold. 2nd Qtr: Offender have been offered paper programs, engagement packets and passive recreational opportunities. 3rd Qtr: Due to cohorts of offenders by living unit, co-facilitated programs have been put on hold. Cohorts have limited the number of offenders available to assist with programs 4th Qtr: : Due to cohorts of offenders by living unit, co-facilitated programs have been put on hold. Redemption Road CrossFit has resumed, however just offenders are instructing at this time.
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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.

OPERATIONS

1. MAJOR DEVELOPMENTS/ACCOMPLISHMENTS

CUSTODY / CONTROL

- FCF remains on modified operations in response to the COVID-19 pandemic. An Incident Action Plan (IAP) was developed depicting Stage I, Stage II and Stage III staffing patterns and the facility operations in relation to those stages. Major aspects of this plan includes:
 - COVID-19 testing is conducted on essential workforce offenders weekly.
 - COVID-19 testing is conducted on staff weekly along with daily Binax prior to each shift.
 - All FCF staff and offenders have been issued KN-95 barrier masks with a new one issued every Tuesday.
 - Additional cleaning processes in all units are still underway.
 - Facility has completed 1800+ moves in order to cohort positive, exposed and not detected offenders to an appropriate housing assignment.
 - COVID vaccinations began in the department. Offender vaccination clinics were held routinely and as requested by the offenders.
- FCF has worked routinely this quarter with CDPHE, Army National Guard, Air National Guard and HQ Emergency Management to obtain resources and complete testing.
- FCF conducted breaching exercises and weapons training on June 24th for staff training. Four SORT operators assisted with the training.
- E-scan machine was installed along with phase I completion of the lobby remodel.
- Dylan Hager was promoted to FCF Captain on third shift.
- A staff interdiction was conducted with the assistance of Pueblo and Huerfano County Sheriff's offices, their K-9s and several staff from the Office of the Inspector General.
- Due to the pandemic, many staff have been tasked with working in other than their primary work assignment, coming to work early, staying late and completing numerous double shifts within their assigned work week, all of which staff have been very responsive & are greatly appreciated!
- All areas of Custody and Control have continued working on and have completed most ACA files associated with the upcoming August 2021 audit.
- Promotional readiness training conducted with staff. Mock interviews offered to staff for upcoming promotions.

PHYSICAL PLANT

- On April 1st Phillip Maroney reached a milestone of 25 years of dedicated service to the Colorado Department of Corrections. Congratulations!
- On April 6th Jensenhughes Engineering was at the facility looking at the Boiler House Window.
- Schendt Engineering performed an electrical study of the facility. The study will help the facility know what electrical infrastructure is needed as the demand for electricity continues to increase.
- Schendt Engineering performed an HVAC study of the facility. FCF is the last facility that still utilizes evaporated cooler (swamp coolers) air handlers. HVAC replacement will continue to be FCF's top Controlled Maintenance/Capital Renewal project until funded.
- On April 30th, Sgt. James Gephart has decided to retire after being a dedicated employee since November 1st 2003. Congratulation!
- With the help of FMS, T- M Service finished the re-tube on Boiler #4 and the boiler is up and running again.
- All the heating systems were turned off on May 25th. Time for the cooling season.
- On May 4th a new Administration Chiller was installed.
- On May 12th, FCF's ADA submittal conference was held. Prospective bidders were represented at the conference and toured the facility.
- On May 1st, Captain Kyle West was recognized for 10 years of dedicated service to the Colorado Department of Corrections. Congratulations!!
- On May 15th, Sgt. Ty Evans was promoted to FCF HVAC CSLT II. Congratulations!
- On June 7th, an FMS group along with a representative from the Office of the State Architect toured Living Units Six lower, Eight, One, and Four. Those in attendance were Jim Ransey, Melissa Brensing, Rhonda Bogerlinder, Ron McPheters, Nate Martin, Siobhan Burtlow, David Bergman, Phil Maroney, Casey Warner, Jay Rocchi, and James Moore.
- On June 11th Nunn Construction was hired to start the first three phases of ADA improvements at Fremont Correctional Facility (FCF). The first phase of the project will start sometime in September of this year and will include replacing all the sidewalks on the west side of the facility that are not currently ADA compliant. The first three phases will take approximately 5 years to complete.
- Captain Engle retired with over 28 years of dedicated service to CDOC. He has been a great asset to FCF Maintenance and DOC as a whole. His service to the Department is greatly appreciated and he will be missed.

ADMINISTRATIVE SERVICES

- Installation of a Sorenson Video phone in living unit 3 was completed this week and is fully operational. This is a significant enhancer for our hearing-impaired offenders.
- FCF finished off the first week of July with our 2nd full week back to programming and regular work assignments by cohorts.
- With the cooperation and assistance of FMS, an electrical study was conducted at FCF the week of June 9. This study is crucial for upcoming ADA projects as well as necessary equipment upgrades and repairs facility wide.
- The Annual PREA staffing meeting with the DOC PREA Coordinator was held April 9, 2021.
- The Close Custody classrooms are finally complete and ready for programs which will begin the third week of July.
- FCF accompanied specialists from the Northern, Western, Southern and Canon Pre-Release sections, and the Transitional Release Program (TRP), including Pre-Release Supervisor Joe Mellberg from the Northern division, and Heikei Kovacich from Western, and Nicole Lewis from TRP on a facility tour and visit to the facility program.
- FCF Employee Council held a Nacho Sale for staff in the lounge. Social distancing measures were maintained.
- Captain Quattlebaum was retired on April 30th and was recognized for her 30 year service and dedication to the department. Congratulations!
- Administrative Professionals Day was recognized with a team building activity for our admin assistants.
- FCF identified 3 positive offenders during our weekly essential worker testing (results April 30th). One of these offenders is currently fully vaccinated. We worked with HQ clinical to implement appropriate changes to the cohort plan and complete additional testing which is being done on April 30th.
- FCF had 2 Close Custody offenders take and PASS the GED test the week of April 30th, with a 3rd pending results! We are so proud of this accomplishment and it is a testament to the necessity of bringing the close custody classrooms online which finally occurred earlier this month after several months of construction.
- On May 7th, Three close custody offenders passed all phases of the GED.
- Eleven offenders completed OSHA training.
- All Academic and CTE classes were cancelled due to the radio malfunction.
- The week of May 7, 670 offenders were PCR COVID tested in cooperation with the Colorado National Guard.
- Conducted Lieutenant interviews. Three Sergeants were selected for promotion.
- FCF is requesting assistance from other Canon City facilities due to experiencing a staffing shortage due to a combination of vacancies and the severe impacts of COVID-19.
- Appropriate representatives participated in a TRP and RESTORE presentation/meeting.
- CCFD was present at FCF for our annual fire inspection.

- The Office of Emergency Management assisted with an incident review.
- The ADA walk through was conducted with contractors for bidding this phase of the project.
- Two offender journalists from the *Inside Report* were interviewed for a television series with Script Media.
- FCF has received 27 letters of interest from offenders for GRAACE Alliance.
- Sgt. Mark Williams worked his last day at FCF on May 20, 2021. He is retiring at the end of the month after 23 years of service to the DOC.
- The management team provided a staff support meal from P-Dubs Rolling Smokehouse Food Truck on Tuesday. Staff were able to go out to the parking lot to get themselves a to-go meal and return to work.
- Preparations for in-person visiting were made for a start May 28, 2021. We will also have two sessions on Sunday, May 30, 2021.
- A staff interdiction was conducted with the assistance of Pueblo and Huerfano County Sheriff's offices, their K-9s and several staff from the Office of the Inspector General.

PROGRAMS

- Close Custody classrooms were finished and three classes were scheduled daily in the new classrooms. This has provided assignments for approx. 36 Close Custody Offenders.
- The camera system in Food Service is nearing completion.
FCF Maintenance has removed all of the concrete from the outdoor weight pile and started fixing the drainage issue. New concrete will be poured in May
- In-person classes have resumed and GED testing is showing that we have several offenders ready to take the official tests
- The new concrete for the weight pile has been completed.
- FCF Education has started the process of GED testing for offenders again. We had four graduates in May with several more passing their Ready Test
- Vocational Janitorial completed their class with six graduates. This is the first vocational certificate completion since the beginning of the COVID 19 pandemic.
- FCF Vocational Janitorial graduated a class of six offenders.
- Painting of the Welding and Machining classroom was completed and new equipment was installed.
- Lt. Peoples is retiring from Food Service after almost 28 years of service.
- Sgt. Oller was promoted to Food Service Lieutenant to replace Lt. Peoples.
- Inside Report is having regularly scheduled meetings with DU-PAI.
- Continuing to work on the weight pile in recreation with concrete replacement done in early May. The project is almost complete.
- The weight pile and concrete sidewalks have been completed at the end of May.

NUMBER OF STUDENTS ENROLLED IN EACH CLASS

Program	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
GED	308	267	232	280
Thinking for a Change/ Aftercare	61	55	41	24
Moral Reconation Therapy	29	22	19	15
Why Try	67	58	48	53
Intro To Computer Info Systems	41	36	35	23
CAD	34	30	30	21
JCAP	27	9	9	14
Carpentry	0	0	0	0
Janitorial	38	30	28	20
Machine Shop	32	30	30	27
Welding	30	30	28	27
Customer Service	36	0	0	0
Work Skills	19	6	6	29
Pre-release	0	31	12	56
Creative Writing	0	0	0	0
7Habits on the Inside	0	0	0	0
Flagger Certification	0	0	0	0

2. TRENDS/ISSUES AND ACTIONS TAKEN

CUSTODY / CONTROL

- Policy for Close Custody General Population is not applicable under Administrative Regulation 600-09 Special Management. This has been addressed with management and Shannon Smelser. Follow up and direction is needed.
- FCF Supervisors continue to work with the FCF Training Department to obtain weapons and Armed Transport Certifications for additional staff in an effort to assist FCF with ongoing transports and hospital watches.
- Training at other facilities has been allowed and authorized when a business need is justified to support the facility and the department.
- LU 2 F Pod offender cell doors has been repaired and is no longer a concern.
- LU 1 is experiencing issues with the fire detection system. Maintenance is reviewing options to fix this. Fire rounds are being conducted.
- After a month of troubleshooting and repair, DTR radios returned to normal function.
- This quarter ends with a consistently large number of CO I vacancies and staff on FMLA. FCF routinely assists with the screening/hiring process and would be willing to assist with recruitment strategies.
- FCF supported the LCF facility search efforts with six staff June 14-16.

PHYSICAL PLANT

- FCF's temporary boiler was removed from the facility on May 17th
- The offender restroom and weight pile, in the upper yard, have been remodeled. The weight pile has been expanded by 400 square feet.
- Between April 1, 2021, and June 30, 2021, 765 work orders were opened; 959 were closed. There are 34 that are 30+ days old.
- Through the use of the five water fountain/filling stations located in the facility, 14,296 plastic bottles have been saved between April 1, 2021, and June 30, 2021.

ADMINISTRATIVE SERVICES

- A power outage occurred on May 17, from 1600 to 1800 hours. The power outage affected the entire East Canon Complex and is believed to be the result of animal contact with the lines and not supply or infrastructure related. Power was restored and operations resumed as normal. FCF along with the Canon Complex and CTCF suffered interruptions to the radio service and have been on modified operations since 4.27.21. We have worked with OIT, and HQ resources for support and assistance in identifying and mitigating this equipment challenge.
- Canon City Fire Department reported to Fremont Correctional Facility due to an alarm in fiberglass. The fire alarm occurred after a severe thunderstorm directly over FCF.
- After a month of troubleshooting and repair, DTR radios returned to normal function the week of May 28. Lots of pieces something

PROGRAMS

- Due to cohorting requirements, FCF education is limited in the amount of contact hours provided for offenders. Each designated cohort is receiving approx. five hours in the Academic Hallway per week.
- The significant length of cancelled classes due to COVID mitigation has prevented FCF from completing any CTE certificates or GED completions.
- Cost of Styrofoam trays is greatly impacting the budget of FCF Food Service. Additional cleaning supplies have also been purchased to ensure proper cleaning and sanitizing.
- Equipment in Vocational Machining and Vocational Welding is aging. FCF has received six new welders this month from HQ Education. FCF continues to work with HQ Education to develop a plan to replace additional equipment in the welding and machining programs.
- FCF Education is working with HQ Education to identify college classes that can be offered at FCF.
- Due to the significant number of individual co-horts at FCF, program space and available time slots are limited.

- The significant length of cancelled classes due to COVID mitigation has prevented FCF from completing any CTE certificates or GED completions
- Equipment in Vocational Machining and Vocational Welding is aging. FCF has received six new welders this month from HQ Education. FCF continues to work with HQ Education to develop a plan to replace additional equipment in the welding and machining programs.
- FCF Education is working with HQ Education to identify college classes that can be offered at FCF.
- FCF currently has three GED Teacher vacancies. This leaves FCF with two teachers at this time.
- The GED teacher that worked 12-8pm and helped oversee the Inside Report offenders has resigned to take a position in the private sector. We are working on developing a new schedule to ensure offenders have access to the Inside Report room.
- Equipment in Vocational Machining and Vocational Welding is aging. FCF has received six new welders this month from HQ Education. FCF continues to work with HQ Education to develop a plan to replace additional equipment in the welding and machining programs.
- FCF Education is working with HQ Education to identify college classes that can be offered at FCF.

3. SECURITY

INCIDENT ALERT DRILLS

Quarter	# of Functional Exercises	# of Table Top Exercises	# of Full Scale Exercises	Corrective Measures
1 st	3	0	0	None
2 nd	3	1	0	None
3 rd	3	1	0	None
4 th	0	0	2	None

REPORTABLE INCIDENTS

Incident Type	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
TOTALS	92	161	194	
ALCOHOL	13	5	11	29
ASLT STAFF – HAZ LIQUID	0	1	1	0
ASLT STAFF WOUT SERIOUS INJ	3	1	2	1
BELOW MINIMUM STAFFING	1	0	1	2
CELL EXTRACTION (OC USED)	4	0	1	0
CLIMATE CONTROL DEVICES	0	0	1	0
COMMUNICATION DEVICE	2	3	0	0

Incident Type	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
COMMUNICATIONS	0	0	0	3
DAMAGE TO BUILDINGS/PROPERTY	0	0	0	1
DRUGS/DRUG PARAPHERNALIA	22	7	14	10
DRY CELL OBSERVATION	1	0	1	2
EMERGENCY TRANSPORTS (MEDICAL)	32	61	47	58
EMERGENT NEED ENTRY	0	0	2	0
ESCAPE PARAPHERNALIA	0	0	0	0
EVACUATION	0	0	0	0
FACILITY SEARCH/LOCKDOWN	1	1	4	4
FIGHT	13	7	6	9
FIRE	0	0	0	0
FIREARM, KNIFE, BLUDGEON	12	2	4	8
FORCE TEAM ACTIVATED (NO UOF)	0	2	0	0
GROUP DISTURBANCE	0	0	1	0
HARD INTERMEDIATE CONTROL	0	0	11	0
HEALTH INCIDENT (MULT INMATES)	0	0	0	1
HUNGER STRIKE (SINGLE INMATE)	9	11	8	5
ID/UNIFORM/CIVILIAN CLOTH	9	1	3	4
IMPLEMENT SPECIAL CONTROLS	4	3	4	1
INCIDENT ALERT DRILL	0	0	2	3
INJURY/ILL REQ OFF GRD TRANSPORT	1	0	0	1
INMATE ASLT WITH SERIOUS INJ	1	1	1	2
INMATE ASLT W/OUT SER INJURY	6	1	1	0
MEDICALLY ATTENDED	0	3	0	1
MEDICALLY UNATTENDED	0	0	0	1
POTABLE WATER DEVICE	2	1	0	0
SECURITY DEVICE	11	3	5	13
SECURITY EQUIPMENT	0	0	0	1
SECURITY MONITORING EXERCISE	6	1	14	10
SELF-INFLICTED INJURY	13	2	3	1
SEXUAL ACT	1	2	0	2
SEXUAL CONTACT	0	1	2	1
SEXUAL HARASSMENT	8	7	9	6
SOFT EMPTY HAND CONTROL	12	2	8	3
SOFT INTERMEDIATE CONTROL	6	0	13	7
STAFF INJURY	27	30	19	18
SUICIDE	0	0	1	0
SUICIDE ATTEMPT(MH ASSESSMENT)	0	0	1	0
TOBACCO	0	0	0	0

Incident Type	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
TOOLS (CLASS A & B)	0	0	1	0
UNKNOWN	0	1	0	0
UTILITY SERVICE	0	1	0	3

PERFORMANCE MEASURES

SEARCHES	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
# of cell searches	2219	515	446	150
# of common area searches	843	642	646	717
TRANSPORTS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Transports done by facility transport personnel	40	73	42	44
# of offenders	60	79	48	58
# of miles	522	4797	1081	1354
# of personnel hours	102	336	45.5	103
Transports done by non-transport facility personnel	49	52	68	76
# of offenders	85	62	65	90
# of miles	1217	3165	2957	4689
# of personnel hours	246	18	216.50	271
Hospital Supervision	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of offenders	5	15	8	18
# of personnel hours	324	3576	868	2892
Special Teams: # of Active Members	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
ERT	17	17	17	17
SORT	0	0	0	0
ESCAPE	9	9	9	9
Crisis Negotiation	1	1	1	1
Critical Incident Response	4	4	4	4
Honor Guard	2	1	1	1

COPD CHARGES/CONVICTIONS

Class 1 COPDs	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Charges	19	10	30	33
Convictions	16	10	30	33
Charges to Convictions	84%	100%	100%	100%
Class 2 COPDs	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Charges	68	67	84	65
Convictions	68	63	82	56
Charges to Convictions	100%	94%	97.62%	86.15%

HISTORICAL COPD DATA

FISCAL YEAR	CLASS I CONVICTIONS	CLASS II CONVICTIONS	IARPs
2019 thru 2020	45	225	28
2018 thru 2019	37	265	19
2017 thru 2018	37	176	36
2016 thru 2017	164	534	115
2015 thru 2016	216	595	215
2014 thru 2015	206	445	234
2013 thru 2014	165	925	0
2012 thru 2013	165	1059	3
2011 thru 2012	185	1044	3

4. PERSONNEL

STAFFING	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Requests for Transfers In	4	4	8	6
Requests for Transfers Out	5	16	9	15
# Transferred In	6	6 (3 from SCC)	4	4
# Transferred Out	3	2	5	4
Overtime Hours	10,521.64	19,866.18	20,838	18,782
12/16 Hour Shifts	0/1024	729/1100	1432/307	373/716
# of Staff on Flex Schedules	0	0	0	0
FMLA Hours	4,868.97	6,427.08	2,591.22	7,319.44
Turnover Rate	3.76%	1.56%	2.38%	3.77%
Times under Minimum Staffing	1	0	1	2

VACANCY REPORT	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# Authorized FTEs	491	428	420	420
# Vacancies	20	20	10	15
% Vacancies	4%	4.67	2.38%	3.57

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

TRAINING HOURS

FY: 20-21	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Class Originated Within Facility/Agency:				
CDOC:	50	19	114	37
Outside Agency / Vendor:	0	0	0	0
Participant Source Distribution				
CDOC Personnel	392	390	405	410
Outside Agency Personnel	1	1	5	1
Participant Gender Distribution				
Female	143	143	149	154
Male	250	248	261	257
Participant Ethnic Distribution				
Caucasian Non-Hispanic	263	263	271	270
Hispanic/Spanish/Latin	91	88	94	100
African American	21	22	23	22
Asian American	4	4	5	5
Native American	11	11	11	11
Other	0	0	0	0
Participant Job Assignment Distribution				
Administration	1	1	1	1
Case Management	22	22	22	22
Clerical Support	11	11	12	13
Clinical Services	42	41	43	39
Correctional Industries	0	0	0	0
Custody Control	238	236	247	256
Food Service / Maint	52	53	54	53
Support Programs	15	15	15	15

FY: 20-21	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Parole/Community	0	0	0	0

5. OFFENDER POPULATION

Population Figures by Scored Custody Level	Quarter 1	Quarter 2	Quarter 3	Quarter 4
CLOSE	155	135	116	93
MEDIUM	1234	1144	1051	1161
MINIMUM	1	1	0	2
MINIMUM RESTRICTIVE	17	20	20	21
Population Figures by Ethnicity	Quarter 1	Quarter 2	Quarter 3	Quarter 4
AM. INDIAN	48	43	41	42
ASIAN	16	12	11	13
BLACK	285	269	241	256
HISPANIC	410	387	354	368
WHITE	647	590	540	593

Subject Step 1 Grievances	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Total	288	602	562	454
Account	7	11	5	13
Assignment Discrimination	1	0	0	0
Canteen	33	46	34	26
Case Management	2	4	8	6
Dental	2	4	5	6
Disagree with accommodations	4	7	5	1
Equal Access	6	0	0	0
Earned Time	0	1	5	1
Food Service	7	24	19	5
Housing Conditions	13	51	27	17
Jobs	9	53	56	30
Laundry	29	13	18	12
Legal Access	12	9	5	11
Mail room	35	31	40	19
Medical	94	99	137	132
Mental Health	10	8	20	12

Subject Step 1 Grievances	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Other	43	134	72	69
Privileges	7	36	7	7
Programs	1	0	3	4
Property	27	24	32	30
Recreation	2	1	5	0
Religion	4	5	1	10
Staff Conduct	56	37	58	32
Visitation	1	0	0	5
Hygiene	0	2	0	0
PREA	0	2	0	0
Publications	0	0	0	1
Safety	0	0	0	2
Staff Issues	0	0	0	2

Subject: Step 2 Grievances	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Total	98	212	148	
Account	3	5	0	3
Canteen	6	8	8	8
Case Management	1	1	1	0
Earned Time	7	1	2	0
Food Service	2	10	0	2
Housing Conditions	3	14	6	9
Jobs	1	22	22	17
Laundry	11	6	3	6
Legal Access	1	5	1	7
Mail room	19	7	7	10
Medical	48	47	42	51
Other	18	37	29	28
PREA	0	1	0	0
Privileges	1	4	3	3
Property	11	9	9	9
Recreation	0	0	0	0
Religion	0	2	0	2
Searches	0	0	0	0
Staff Conduct	14	19	15	16
Visitation	0	0	0	4

6. PROGRAMS

RECREATION	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
# of offenders, who participate in programs that are structured, implemented, supervised and coordinated by Recreational Programs. (include hair activities)	1717	0	108	1868
# of offenders that enter recreation areas for	42925	9479	20,848	12,324
# of structured programs offered at the facility; programs facilitated and coordinated by Recreational Programs	11	0	0	6
# of disciplinary reports written by Recreational Programs for altercations occurring in the recreational area.	0	0	0	0
# of individual community volunteers involved in the facility recreation program	0	0	0	0
VOLUNTEER PROGRAMS	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
# of Formal Religious Services	0	0	31	88
# of Other Religious Programs (regularly scheduled faith group programs; not services)	0	0	1	2
# of Seminars (special events; count as event not # of days)	0	0	1	17
# of Non-Religious Programs (AA, GED Tutors etc)	0	0	0	0
# of Offender Participants (Total number in each event, 1 offender may attend numerous events and counted each time)	0	0	467	1491
# of Offenders Served (do not count offenders more than once)	0	0	0	0
# of Volunteers (each volunteer is counted only once)	0	0	0	0
# of Volunteer Hours Served (Total hours of all volunteers)	0	0	0	0
Chaplain Hours	437	278	364	423
# of Emergency Notifications by Chaplains	9	13	12	5

OFFENDER LABOR CREWS	1 st Quarter	2nd Quarter	3rd Quarter	4 th Quarter
Offender Labor Hours Worked	4896	1120	2320	2520
Offender Labor Projects Completed	2	0	1	2
# of Agencies Served	1	1	1	1

TOURS				
	Date	Group Name	# in Group	Areas Visited
1 st Quarter	Aug. 27 & 28	Boiler Destructive Exam	11	Back Gate and Boiler House
2 nd Quarter	Nov. 11	Boiler #1 Incident investigation	14	Back Gate and Boiler House
3 rd Quarter	N/A due to COVID			
4 th Quarter	N/A due to COVID			

7. TESTING AND INSPECTIONS

LIFE SAFETY

Quarterly Testing	1 st Quarter	2 nd Quarter	3rd Quarter	4 th Quarter
SCBA	N/A	N/A	N/A	N/A
Fire Stand Pipe System	Checked monthly	Checked monthly	Checked monthly	Checked monthly
Emergency Exit Lighting	Completed Monthly	Completed Monthly	Completed Monthly	Completed Monthly
Emergency Generator	Completed Quarterly	Completed Quarterly	Completed Quarterly	Completed Monthly

FIRE DRILLS

1 st Quarter Dates	Locations	After Action Report
Postponed due to COVID		
2 nd Quarter Dates	Locations	After Action Report
Postponed due to COVID		
3 rd Quarter Dates	Locations	After Action Report
Postponed due to COVID		
4 th Quarter Dates	Locations	After Action Report
Postponed due to COVID		

ANNUAL EQUIPMENT TESTING

	Fire Alarms	Sprinkler System	Smoke Detection System	Fire Hydrant
Date	In-Progress	In-Progress	In-Progress	6-18-2020
Performed By	Martin Waln	Martin Waln	Martin Waln	Kyle West & Pete Anderson

ANNUAL CDPHE INSPECTION (INCLUDE FOOD SERVICE)

Note: add to data dictionary that this includes annual inspection, not mid-year

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Date of Inspection	9/23-24, 20 Annually	In-Progress	In-Progress	In-Progress
# of Violations	52			
Violations Corrected	3			
Violations Pending	49			

Comments if necessary:

ANNUAL FIRE INSPECTION

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Date of Inspection	Not completed due to COVID.	Not completed due to COVID restrictions.	Not completed due to COVID restrictions.	Not completed due to COVID restrictions.
# of Violations	-	-	-	-
Violations Corrected	-	-	-	-
Violations Pending	-	-	-	-

Comments if necessary: