



COLORADO

Department of Corrections

FREMONT CORRECTIONAL FACILITY

MANAGEMENT PLAN/QUARTERLY REPORT

FISCAL YEAR

2022-2023

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

JARED POLIS
GOVERNOR

MOSES STANCIL
EXECUTIVE DIRECTOR

DEPUTY EXECUTIVE DIRECTOR

MATTHEW HANSEN
DIRECTOR OF PRISONS

SIOBHAN BURTLOW, WARDEN
FREMONT CORRECTIONAL FACILITY

A handwritten signature in blue ink, appearing to be "SB", is written over the name Siobhan Burtlow.

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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 1,602 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). The offenders that participate in this program have the opportunity to save money for restitution, child support, and their release. CCI programs provide opportunities for offenders 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 the 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. Outside agencies and volunteers address topics ranging from medical, employment, education, family reunification and possible re-entry barriers. FCF 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 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 and Young Adults Convicted as Adults Program (JYACAP).

FCF was selected as a pilot facility for the RESTORE program. Parole Case Managers in conjunction with Community Partners from the Latino Coalition have offices in the education hallway. Staff from RESTORE meet with offenders and set up in-reach/employment events with members from communities throughout Colorado.

FCF has been designated and participated in the Milestone Mentoring Program. Nine mentors have been selected and trained through NCPS/Milestone Export. The mentors have been paired with mentees who meet regularly and the team meets several times monthly, as well as quarterly with the management team.

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
Fremont Correctional Facility

Offender Custody Level/Mix:

Close	12.3%
Medium	86.5%
Minimum R	1.0%
Minimum	0.2%

Offender population mix:

Black	18.8%
White	46.2%
Hisp.	30.2%
Indn.	3.2%
Asian	1.2%
Other	0.4%

Total Offender capacity: 1602

Physical Plant

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

Special Needs Offenders

Sex Offenders, Mental Health, Chronic Care, etc.

Offender Assignments

Sex Offenders	651
Sex Offenders currently in treatment	120
Alcohol and Drug treatment	75
Living Unit Workers	248
Laundry	26
Volunteer Programs	2
Law Library	2
Library	12
Inmate Rep	2
Maintenance	122
Recreation	42
Housekeeping	32
Food Service	286
OCA	73
Close Custody Jobs/Assignments	33
TC Jobs	80
JYACAP	13
DU PAI Newspaper	7
Total	980

Industries	
Metal Products	68
Total	68

Academic / Vocational	
ABE / GED (Average)	56
CAD (Average)	0
Customer Service (Average)	0(Teacher Vacancy)
Custodial Training (Average)	10
Machine Shop (Average)	10
Welding (Average)	0(Teacher Vacancy)
TRP (Average)	24
T4C (Average)	3
T4C Close Custody (Average)	0
MRT (Average)	8
Why Try	0
Why Try (Close)	1
Computer Information Systems (CIS)	11
Work Skills (CIs) (WINCR)	0

CCCS Courses: (Average)	
Red Rocks Community College (ABEA)	2
Adams State University Small Business	4
Trinidad State Junior College(Second Chance Pell)	18

Total 264

Living Unit Workers	267
Laundry	31
Volunteer Programs	3
Law Library	2
Library	13
Inmate Rep	2
Maintenance	111
Recreation	30
Rec Vol	31
Rec Weeds	10
Housekeeping	20
Food Service	289
OCA	81
Close Custody Jobs/Assignments	30
TC Jobs	78
JYACAP	17
DU PAI Newspaper	7
	Total 1020

Industries

Metal Products 54

Total 54

Actual Unassigned

Una Available	351
Una RP	0
Medically Unassigned	8
	Total 359

Colorado Correctional Industries is a division of the Colorado Department of Corrections. Fremont currently has the Metals and Manufacturing Program.

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 Foundations of Career and Technical Education (FCTE), Computer Aided Drafting, 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. FCF participates in the Second Chance Pell Grant through Trinidad State Junior College.

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 and Young Adults Convicted as Adults Program is a multi-phase, 3-year(minimum) program whereby offenders participate in life skills instruction that prepares them for real-world activities, receives training in Career and Technical Education, and develop work skills through classroom training and on the job training. Each offender has a unique case plan that addresses particular programming needs through a curriculum that utilizes industry standards in a technology-rich environment that includes, in part, Virtual Reality (VR) and Driving Simulation tools. The goal of JYACAP is to prepare offenders 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 Responsivity 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 and 20 beds for Aftercare (graduates). TC added 30 additional beds as precursor 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 Unassigned	
Una Available	296
Una RP	0
Medically Unassigned	9
Total	305

Food Service			
	Regular	Therapeutic Diets	Religious Meals
	4900	70	300

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

Laundry

Laundry serves the facility populations of FCF and CCI 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

FY 22-23

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

Goal #	Action Step	Strategies	Priority	Lead Person	Start Date	End Date	Resources Required Contingency Yes/No	Status
CDOC Strategic Policy Initiatives (WIGS)								
Strategy #1 Decrease Recidivism Rate								
A.	Continue to support and expand RESTORE / Re-Entry services to reduce the TPV rate and address future needs of releasing offenders. **Job Fairs / Mock interviews / Explore RESTORE Family reunification events.			Major Warner Kristi Moore Anisia Perea Jan Yunker	9/1/22	7/1/23		1st Qtr: Multiple in-reach events have been held. Community Partners are meeting with offenders to help prepare them for release. 2nd Qtr: In-reach events were scheduled and conducted every month this quarter. RESTORE continues to expand and serve more of the FCF offenders. Close Custody offenders were included this quarter. FCF held the first Family Reunification Event at FCF since the onset of the COVID-19 pandemic. 3rd Qtr: We will conclude the quarter with a change in personnel. FCF RESTORE is going well and we

								Back-to-Basics information. Informational posters were placed in Living Unit 1 notifying Close Custody population of available resources. 3rd Qtr: Low level intervention binders updated and replaced in every living unit. Roll Call training, educating staff on the utilization of low level intervention books, conducted by Lt. Coon. 4th Qtr: Low level intervention strategies continue to be utilized and staff informed through roll call reminders, orientation and situationally as needed. The facility is also in the process of acquiring a comfort animal and offering this resource as well.
C.	Provide Mental Health First Aid Training to at least 50% of all disciplines of FCF staffing.				HSA Genetta Captain Hager Nurse III Meyers	9/1/22	6/1/23	1st Qtr: Two classes are scheduled for November 2022. 2nd Qtr: FCF conducted three mental health first aid courses, providing training to a total of 25 staff. These staff included both Custody/Control and Administrative Support staff. 3rd Qtr: FCF offered 8 dedicated 8-hour training dates in the 3rd quarter to all disciplines of FCF. 1 programs staff, 4 administrative support staff, and 38 C/C staff attended. FCF currently has 169 staff

							total that have become certified in MHFA, this accounts for 44% of our current staffed positions. 4 th Qtr: FCF continued to offer MHFA throughout the year working towards our goal of 50% of our staff having been trained. Despite serious staffing challenges FCF attained 48.25% with 117 staff trained in FY 23 and a total of 215 FCF staff trained. Additionally, FCF began collaborating with other Canon facilities to offer this course to staff outside of FCF which is a great benefit to the DOC as a whole!
D.	Establish quarterly roll call trainings that focus on the utilization of low level MH interventions, Peer Recovery Coaches, dynamic security and facility initiatives	Major Sutton Capt. Artichoker Capt. Maldonado Capt. Rocchi Capt. Benavidz	9/1/22	12/1/22			1st Qtr: FCF is developing a roll call information rotation. Information will run 3-4 days and then rotate to new information. 2nd Qtr: Information has been distributed via roll call titler messages and Shift Commander pass-on. 3rd Qtr: 3rd Quarter roll call training focused on low level MH interventions as all resource books were updated in the quarter. 4th Qtr: 4th Quarter roll call training focused on low level MH interventions as all resource books were updated in the quarter.

E.	Continued implementation of Milestone Mentoring Program to include all aspects of education, selection, measurement and engagement	Major McBride Capt. Sherwood Lt. Courtney Liaison II	9/1/22	7/1/23	1st Qtr: Milestone mentees have been assigned to every mentor. The mentors were recognized for completing the required training. 2nd Qtr: Continued implementation of Milestone mentoring, to include meetings and scheduling of Mentor/Mentee orientation. Liaison II Rowe is actively engaged in moving the program forward. 3rd Qtr: FCF's Liaison II resigned during the quarter, however this did not impact MM. Mentors continue to work with their mentees and there were a few additions this quarter as mentees moved on. Monthly meetings with management team members have continued. Weekly meetings are held between the Mentor and Mentee. FCF is conducting Liaison II interviews on 04.27.2023 4th Qtr: FCF Liaison II position remains vacant. Interviews have been conducted and the facility is awaiting finalization of selection. FCF has continued with Milestone Mentoring meetings, and mentors and mentees continue to meet.
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F.	Explore opportunities to expand Dynamic Security Contact tracking to include all disciplines of FCF staff interactions ie. education, administration, clinical and support services.	Major Sutton Capt. Artichoker	9/1/22	11/1/22	1st Qtr: Multiple disciplines are currently covering custody/control posts which has provided new opportunities to interact with offenders and enter dynamic security chronos. 2nd Qtr: The Management Team continues to offer Dynamic training every two weeks for staff members as part of New Employee Orientation. 3rd Qtr: Dynamic Security has been expanded to include many applications of daily interactions, security practices, culture and navigation of everyday obstacles. FCF Management members instruct this class with each class (approximately every 2 weeks) 4th Qtr: FCF Management members have continued to instruct this class with each class (approximately every 2 weeks). Tracking can now be done very accurately from EoMIS
Wig 2 Increase Virtual Programming and Education					
A.	Explore the use of virtual programming to include VA appointments and referrals.	HSA Genetta Nurse III Meyers Nurse III Dang	9/1/22	12/1/22	1st Qtr: Clinical staff are in the planning stages of implementing this objective.

									2nd Qtr: Clinical is evaluating opportunities to expand access to VA appointments when the technical issues with the equipment have been resolved. 3rd Qtr: Clinical is evaluating opportunities to expand access to VA appointments when the technical issues with the equipment have been resolved. 4th Qtr: The telehealth equipment is working well and telehealth appointments are expanding on a regular basis to provide a multitude of clinical services to the inmates at FCF.
B.	Continue the use of and tracking of Tele- health services to include: pre-op, specialty and behavioral health services and crisis evaluations.			HSA Genetta Nurse II Meyers Nurse II Dang	9/1/22	6/1/23			1st Qtr: FCF Clinical is tracking the use of tele-health appointments. FCF has had an increase in tele-health appointments. Interviews were conducted for a new mental health clinician that will provide tele-health. 2nd Qtr: 9 offenders received tele-health appointments for chronic care. 5 specialty appointments were conducted using tele-health. Clinical Services is working through technical issues with equipment to make tele-health more accessible. 3rd Qtr: 47 offenders received tele-health appointments for chronic

							care and 9 specialists appointments were completed. Tele-health cart equipment issues have been resolved. 4th Qtr: 48 offenders completed telehealth appointments to include 13 specialists appointments. Telehealth equipment is working well. Mental health telehealth is running extremely well. A new part time remote mental health position was hired and working well with the inmates at FCF. She has been a huge asset to the team. Psychiatry continues to see inmates four days a week via telehealth with no issues noted.
C.	Continue to utilize and track Second Chance Pell Grant virtual opportunities and enrollments.	Major McBride Teacher II Shinofield	9/1/22	6/1/23			1st Qtr: Additional students have been assigned to Second Chance Pell Grant. The scale and scope of Second Chance Pell Grant is changing with recent changes to policy. 2nd Qtr: Second Chance Pell Grant participation continues to expand. With the addition of the Liaison II Position, Second Chance Pell Grant students have been provided additional time to perform course work. 3rd Qtr: Updated cyber security protocol has been implemented due to a security breach with the D2L

								system. Although there was a period of time where computers were not available, virtual learning continued and students used paper and pens. 32 students remain active in the Second Chance Pell Grant. 4th Qtr: Virtual learning continues and students use Chromebooks to access classes with D2L. They use a Google platform for storage and creating documents for classes.
D.	Explore the opportunity to utilize virtual reality tools as an additional interactive offender learning environment.			JYACAP Pritt Teacher II Shinofield Capt. Sherwood	9/1/22	12/1/22		1st Qtr: Body Swaps technology has been purchased and will be integrated into the curriculum during the next quarter. 2nd Qtr: Due to the CDOC Chromebook project, staff were unable to move forward with VR technology this quarter. 3rd Qtr: HQ Education is in the process of acquiring VR equipment that FCF will pilot. 4th Qtr: HQ Education is engaged in the bid process for new VR technology. FCF JYACAP will be one of the pilot programs.
E.	Increase the utilization of offender led and co-facilitated			Major McBride Lt. Courtney Capt. Dashner	9/1/22	2/28/23		1st Qtr: An offender led "Introduction to writing class" is currently

						programming opportunities and offender orientations. (Peer Recovery, Peer Assistants, Programming, Mentoring etc.)	underway. FCF is working with Amanda Clausen to increase the number of peer mentoring opportunities. 2nd Qtr: FCF has implemented the Close Custody Alternatives to Violence Project and has graduated two classes. In addition, a DU PAI “introduction to writing” class was completed. 7 Habits of Highly Effective People continues to be a sought after class at FCF; to include providing opportunities for Medium and Close custody offenders. Peer led Redemption Road CrossFit and Yoga is well attended by the FCF offender population. 3rd Qtr: FCF has implemented the Close Custody Alternatives to Violence Project and has graduated two classes. In addition, a DU PAI “introduction to writing” class was completed. 7 Habits of Highly Effective People continues to be a sought after class at FCF; to include providing opportunities for Medium and Close custody offenders. Peer led Redemption Road CrossFit and Yoga is well attended by the FCF offender population. 4th Qtr: FCF continues with providing 7 Habits of Highly Effective People to the general population and Close Custody offenders. 7 Habits also is
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									now providing additional classes of Sharpening the Saw, and Speed of Trust. Peer Education (Peer Recovery Coaches) continue to provide contact hours. Redemption Road Crossfit and Yoga is highly attended by our population. DU PAI Inside Report has submitted a completed edition to Annie Skinner (PIO) for final approval. DU PAI has began early preparation for an upcoming production of the Wiz. Offender led programming is ongoing.
Wig #3 Decrease Staff Turnover Rate									
A.	Develop and implement a "Way to Shine" award that immediately acknowledges staff through the use of a voucher card from the coffee cart or council cart.	FCF Management Team	9/1/22	12/1/22					1st Qtr: Currently exploring ways to recognize staff now that COVID restrictions have decreased. FCF Duty Officer recognizes an area or individual weekly. FCF implemented the "Shout Out" section in the monthly newsletter. 2nd Qtr: Life Safety Vincent Guara implemented a Life Safety questionnaire to help staff expand their knowledge regarding life/safety issues. The staff that responded with the most correct answers were given credit with the Employee Council snacks and one of the surveys had a pizza as the prize. FCF has implemented a "way to shine" card that provides \$3.00 credit to the staff

									council snack cart.
									3rd Qtr: Way to Shine cards are out and available. FCF supervisors and managers continue to use multiple mediums to recognize staff, i.e. weekly Duty Report, Monthly Staff Shout Outs, Daily Pass on and Titlers in Roll Call in addition to more formal 1450-19 documentations.
									4th Qtr: Way to Shine cards are out and available. FCF supervisors and managers continue to use multiple mediums to recognize staff, i.e. weekly Duty Report, Monthly Staff Shout Outs, Daily Pass on and Titlers in Roll Call in addition to more formal 1450-19 documentations.
B.	Explore opportunities to incentivize the FTO Program staff positions. Expand the FTO program to include additional disciplines and related duties / assignments.		Major Sutton Capt. Hager Capt. Smith Capt. Artichoker Lt. Soucie Lt. Stoss Lt. Chism	9/1/22	2/1/23				1st Qtr: A committee has been established to expand the FTO program. FCF recently implemented 12 hour shifts due to staffing shortages. This will delay the implementation of this objective. 2nd Qtr: Lt. Soucie, FCF Training Coordinator, has made adjustments to the FCF IA. He presented his plans to the FCF Management Team and gained approval. Implementation of tech new FTO Program will begin next quarter.
									3rd Qtr: FTO training scheduled for

							April 17, 2023 with a target of 20 FTO's. 4th Qtr: FTO Training was successfully conducted. FTO's have all been assigned staff to mentor and have been working together to complete FTO Packets for all newer staff.
C.	Develop an FCF Quarterly Chat session that is recorded and shared with FCF staff.		Warden Burtlow Shannon Smelser PA Brownfield	9/1/22	12/1/22		1st Qtr: FCF is planning the logistics of how to disseminate the information to staff. While the planning is being completed, Warden Burtlow has been attending multiple roll calls and sharing information. 2nd Qtr: The FCF Management Team continues to attend roll calls and make themselves available to answer staff questions. 3rd Qtr: Operations currently do not support a wide opportunity for a live chat session. The FCF Management Team continues to attend roll calls and make themselves available to answer staff questions. Generally a manager is present at at least one roll call (AM and PM each week) 4th Qtr: This goal was not met as intended. FCF Management Team focused engagement with staff in group settings, roll calls and training classes. News letter and facility wide messages as well as the roll-call titler

							are used to disseminate information that all staff need.
D.	Explore continued opportunities to acknowledge staff contributions: Cotton Candy with the Warden, Pancakes, BBQ, "Get to Know ____" supported by volunteers and Management Team.		FCF Management Team	9/1/22	2/1/23		1st Qtr: Keurigs, snacks and toaster ovens have been placed in multiple work areas. FCF will conduct a pancake breakfast next quarter. 2nd Qtr: FCF Management Team has implemented a "way to shine" card that provides \$3.00 credit to the staff council snack cart. In addition, staff members are recognized in the monthly newsletter for stand-out performance. FCF celebrated the holiday season with a catered party and gifts for all staff members. 3rd Qtr: Way to Shine cards are being utilized, FCF Management took part in the "You are Golden" recognition and fundraiser with the Employee Council. 4th Qtr: Warden Burtlow invited all staff to join her in the FCF Break Room for "Cotton Candy with the Warden". FCF Employee Council along with the FCF Management Team held numerous events during Employee Appreciation Week.
E.	Encourage staff to engage in departmental surveys that impact recruitment and		SRC Shipley Capt. Maldonado CM II Garcia CM II Simmons	9/1/22	3/1/23		1st Qtr: FCF Life Safety has distributed multiple surveys to assist staff with Wellness and Personal

retention and the value of work being performed.					
					Safety. Multiple surveys were sent to custody/control staff seeking input regarding their preference between eight or twelve hour shifts. This was in compliance with the WINS agreement. 2nd Qtr: FCF Life Safety continues to provide educational surveys to enhance the safety of the facility, which in-turn promotes the values of the work being performed. The Security Service Captain distributes virtual training/quizzes that focus on a back-to-the-basics approach to corrections; topics include searches, counts and other basic principles. 3rd Qtr: FCF Life Safety Officer and Security Support Supervisor are conducting regular survey training and information sharing to build back to the basics, empower and engage staff and recognize accomplishments. FCF Newsletter always has a hidden gem to encourage readership. The Employee Council or Management supports a "prize" for correct answers or first submission. 4th Qtr: FCF has ensured that staff are made aware of department-wide information through ensuring this information is shared within roll call and in the daily pass on. This includes and is especially pertinent to the recruiting and retention efforts by the

									DOC.
F.	Identify staff that would be willing to support the Talent Acquisition Team.		Lt. Feldhacker SRC Shipley	9/1/22	12/31/22				1st Qtr: Supervisors from FCF did attend rapid hiring events this quarter. 2nd Qtr: Line staff and supervisors from FCF did attend rapid hiring events this quarter. The CDOC Talent Acquisition team toured FCF. 3rd Qtr: Major McBride and Warden Burtlow have agreed to part of a project to support the Talent Acquisition Team. Details of the project and Major McBride's involvement at this time is unknown. During this quarter FCF hosted two T&A filmings to be utilized in the recruitment of staff and portrayal of correctional settings. These were coordinated in partnership with ECC and SORT/Armory to further diversify the view. All areas of the facility were highlighted to include Clinical, MH, Food Services, Maintenance and Education in addition to the customary C&C view. 4th Qtr: FCF has identified and utilized a large number of staff for T&A events. This quarter, Capt. Smith and Warden Burtlow appeared in recruitment spots with other DOC employees and Capt. Maldonado

									assisted with Veteran's recruitment. A number of supervisors assisted with CO I testing.
Wig #4 Facility Specific Goals									
A.	Explore opportunities to improve outdoor areas providing weather protection for staff and offenders, in addition to improving areas frequently used by staff. (sun sails, heaters, benches, tables)	Major Maroney Capt. C. West Capt. K. West	7/1/22	10/1/22					1st Qtr: Sun shades areas have been installed on the westside of the facility. The staff lounge has been remodeled to make it more staff friendly. 2nd Qtr: A Project Directive for a staff coffee bar has been submitted. Computers in the staff lounge have been installed. 3rd Qtr: Respite areas have been identified. Two areas in administration will provide staff rest areas after working long extended shifts. 4th Qtr: FCF Maintenance installed a sun shade in the courtyard for staff to enjoy during Employee Appreciation Week. The sun shade will remain in place throughout the summer months to allow the Employee Council the opportunity to use while cooking meals i.e BBQ, hot dogs and hamburgers.
B.	Encourage increased staff engagement in the Employee Council from all	FCF Management Team	9/1/22	3/1/23					1st Qtr: FCF Management Team has met with area supervisors and

	and progressive movement.						programming continues to expand; 7 Habits of Highly Effective People and the Alternatives to Violence Class have been well received. The Management Team continues to use the Close Custody offender council to share information and address concerns. 3rd Qtr: FCF continued to expand on program improvements. RESTORE offered various in-reach events to include My Colorado Journey. 7 Habits and AVP continue. FCF restructured Unit 1 bed utilization to make D-pod housing mandatory for RESTORE participants and medium overrides. Failure to accept housing will be reviewed by ICC. Unit barbershop, canteen room, and unit office area had physical plant improvements to create a safer and more productive environment. 4th Qtr: FCF continued to expand on program improvements. FCF Management has continued to meet with Living Unit 1 offenders and have been increasing privileges best on compliant behaviors that are demonstrated.
D.	Establish quarterly chat meetings with the FCF Management Team to share information.	FCF Management Team	9/1/22	12/01/22			1st Qtr: FCF Management Team has encouraged staff to attend weekly Duty Officer exchanges and the

E.	Develop a series of Mini Trainings that touches on a Back to the Basics approach to all areas of correctional practices / processes. This could include roll call, Google Meets and supervisor communication.	Major Sutton Lt. Soucie Lt. Youngs Capt. Smith	9/1/22	6/1/23	1st Qtr: Planning stages of this objective are in place to include training on SAB/SVR assessments and additional training videos tailored to basic correctional practices. 2nd Qtr: The Security Service Captain distributes virtual training/quizzes that focus on a back-to-the-basics approach to corrections; topics include searches, counts and other basic principles. The Security Services Captain developed and distributed an SAB/SVR assessment tutorial for all supervisors. All Custody/Control supervisors have contributed to staff development through a back-to-the-basics approach. 3rd Qtr: FCF Life Safety Officer and Security Support Supervisor are conducting regular survey training and information sharing to build back to the basics, empower and engage staff and recognize accomplishments. FCF Newsletter always has a hidden gem to encourage readership. The Employee Council or Management supports a “prize” for correct answers or first submission. 4th Qtr: FCF Life Safety Officer and Security Support Supervisor are conducting regular survey training and information sharing to build back to the basics, empower and engage
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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 the Department but could be delayed for higher priority issues.

OPERATIONS

1. MAJOR DEVELOPMENTS/ACCOMPLISHMENTS

CUSTODY / CONTROL

- FCF put Yellow Identification Cards in place in order to ensure Pell Grant Offenders are able to make it to their assigned classes in a timely manner. A memo was distributed to all staff identifying the colored I.D Process.
- FCF did receive a new keywatcher box. This will extend the life time of the current keywatcher boxes and allow for the storage of additional keys.
- FCF has continued to participate in the UKG Working group that is pending implementation.
- Sergeants Mercedes Salazar and Brandi Kessler attended and successfully graduated from the ERT Academy.
- FCF Implemented a universal location for sharps containers in the Living Units in order to make a safer environment where sharps containers are more accessible.
- A new camera was installed near the FCF Keywatcher for a secondary form of identification for tracking keys.
- FCF has designated Lt. Malissa Adams and Capt. Gregory Smith as our GRAACE leads.
- Executive Director Stancil presented Sgt. Lopez with the CDOC Purple Heart. Also in attendance for the presentation was Interim Director of Prisons Melissa Smith, Deputy Director of Prisons Steve Owens, Interim Deputy Director of Prisons Scott Dauffenbach and members of Sgt. Lopez' family. Sgt. Lopez was seriously assaulted by an offender on February 22, 2022. Sgt. Lopez sustained injuries that required transport via AMR to a local hospital.
- FCF Implemented a new 5 day Sergeant Orientation that proved successful. Moving forward FCF will begin supplementing current Sergeants through the course.

PHYSICAL PLANT

- FCF Freezer #1 Project began the first part of May and was completed on schedule.
- Nunn Construction completed the shower repair project in Living Unit 4 Pods C&D. Nunn Construction will continue to repair the showers in Living Unit 4 throughout the first quarter of FY 23-24. During the project, FCF has moved all offenders out of the affected pods.
- Due to the ADA Visiting project, FCF suspended in-person visits and relocated WebEx. The project was completed on time and services were returned to normal on June 2, 2023.
- Rhonda Boger-Linder and Melissa Brensing lead a tour of FMS staff and staff from the OSA & OSPB. The tour focused on projects for Capital Construction, Capital Renewal and Controlled Maintenance requests.

- Work continued on the identified respite areas for staff. The project is nearing completion and the furniture has arrived.
- FCF Maintenance completed additional concrete projects to ensure proper drainage from stormwater.
- Kitchen scanners-The scanners on both the East & West dining halls are installed and wired back to the security offices as are the two monitors on the serving lines. FCF food service tested the system for approx. three weeks prior to full implementation.

ADMINISTRATIVE SERVICES

- The MMCALL system was installed in Living Unit 3. Currently, FCF has two offenders that have been approved by Headquarters ADA to have access to the MMCALL watches.
- Executive Director Stancil presented Sgt. Lopez with the CDOC Purple Heart. Also in attendance for the presentation was Interim Director of Prisons Melissa Smith, Deputy Director of Prisons Steve Owens, Interim Deputy Director of Prisons Scott Dauffenbach and members of Sgt. Lopez' family. Sgt. Lopez was seriously assaulted by an offender on February 22, 2022. Sgt. Lopez sustained injuries that required transport via AMR to a local hospital. In addition to the presentation, the Directors in attendance acknowledged Employee Appreciation Week and thanked the staff for everything that they do. CCI Director Jessica Warren visited FCF during this week to acknowledge staff and assist with employee appreciation week activities. Dr. Maul and Lenny Woodson visited FCF during this week to assist with employee appreciation week activities.
- Pathful.com visited FCF to film a career path video for their platform. This will hopefully aid in recruitment and retention efforts.
- FCF hosted the DOC Wellness Team.
- FCF presented Dynamic Security training for all new employees with each graduation. We have expanded this course to discuss and train on live application to the daily interactions and expectations of an officer, i.e. when counting, tool practices, report writing, facility schedule as well as applying the concepts with peers, supervisors and even at home.
- Warden Burtlow recognized staff from the Fremont County Sheriff Department, OIG and Parole for recent mutual aid.
- FCF conducted Field Training Officer training for 17 staff members that were selected by area supervisors. The training was conducted to ensure that all current FTO's were knowledgeable and prepared to train new staff.
- FCF hosted numerous tours for ICA that included delegates from multiple countries. The countries included: Mexico, Georgia, Ecuador, Kenya, Panama, Eastern Caribbean and Niger
- FCF Management Team hosted a tour of 4 representatives from the Department of Detention Facilities of Maryland.
- RESTORE hosted volunteers to present a My Colorado Journey Workshop to offenders participating in RESTORE.
- RESTORE hosted two representatives from Hazelbrook community center for a CCP in-reach.
- RESTORE held a Housing/Employment In-Reach. 7 vendors from Denver, Colorado Springs and Pueblo attended the event. 97 offenders participated in the event.

- JYACAP staff and FCF Management met with all JYACAP offenders to assist with the implementation of new vocational skill building options.
- The FCF Management Team welcomed a visit from Merideth McGrath, Interim Deputy Executive Director of Community Operations. Director McGrath visited with staff and offenders regarding RESTORE; in addition to touring the Correctional Industries Metal Shop.
- A RESTORE event with Servicios de la Raza took place on May 23rd in MPR1.
- A RESTORE Inreach was held on May 25th, involving Peter Kim from Hazelbrook Community Center.
- FCF sent a representative to the Veterans Stand Down fair at the Arapahoe County fairgrounds for the CDOC Talent Acquisition Team.
- Warden Burtlow & Capt. Smith joined several other CDOC staff at KKTU to film promotional recruitment commercials.
- The FCF PREA audit was completed on June 12th and 13th. This was an internal audit chaired by Major Butcher. The auditors did not present any real concerns at this time.

PROGRAMS

- FCF held its first Family Reunification event since the on-set of the COVID-19 pandemic. 16 offenders and 34 visitors participated.
- A question and answer session was conducted by staff from the Beacon at Skyline. The session was to provide offenders with information regarding progression opportunities at the Beacon.
- RESTORE conducted an inreach involving the Hazelbrook Community Center.
- 2 FCF Instructors attended ICEV (CTE curriculum) training.
- FCF celebrated the graduation of 9 Close Custody offenders from the Alternatives to Violence Program (AVP).
- A Milestone Mentoring meeting was conducted.
- 7 Habits of Highly Effective People Graduation for the general population.
- 7 Habits of Highly Effective People Graduation for Close Custody offenders.
- FCF participated in the Choices Recovery Coach academy involving offender peer assistants.
- FCF participated in the Second Chance Center Legislation Inside meeting.
- FCF provided a Family Reunification event on June 22nd, 2023. 36 offenders and 87 family members participated. Event included a popcorn machine and crafts for children.
- FCF Participated in a Blues Behind Bars event.
- DU PAI Inside Report conducted numerous interviews to include Beth McCann from the Denver District Attorney's office, Tom Nelson from Community Corrections, and Jenna Charest from Denver Parole SSU.
- Rachel Fowler conducted training for Peer Education (Recovery Coaches).
- FCF Library conducted Mothers Day, and Fathers Day card making events.
- FCF Recreation conducted Memorial Day activities.
- FCF Crossfit hosted an event for Memorial Day.

- FCF conducted a Memorial Day service with the offender population involving the facility chaplains and veteran staff.
- Prison Fellowship hosted a softball event in recreation.
- Evangelistic Outreach hosted a “Hope” event.
- FCF conducted interviews for a Liaison II position.

NUMBER OF STUDENTS ENROLLED IN EACH CLASS

Program	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
HSE	73	73	67	56
Thinking for a Change/ Aftercare	15	15	23	3
Moral Recognition Therapy	13	13	0	8
Why Try	11	11	0	1
Intro To Computer Info Systems	11	11	11	11
CAD	0	0	0	0
JYACAP	15	15	15	16
Carpentry	0	0	0	0
Janitorial	0	12	12	10
Machine Shop	13	13	13	10
Welding	0	0	0	0
Customer Service	0	0	0	0
Work Skills (WIN CR)	8	8	4	0
Pre-release	***0	***0	***0	***0
7Habits	60	60	60	60
Flagger Certification	0	0	0	0

*** No Pre-Release due to the implementation of RESTORE.

2. TRENDS/ISSUES AND ACTIONS TAKEN

CUSTODY / CONTROL

- FCF assisted CTU with 42 medical day trips.
- FCF continues to have drainage issues associated with the ADA shower project in Living Unit 4 causing day hall flooding.
- Living Unit 1 was placed on cell restrictions due to the discovery of multiple items of dangerous contraband and to facilitate the repair of the shower walls.
- Due to the ADA Visiting project, FCF temporarily suspended in-person visits, relocate WebEx operations and will make necessary adjustments for attorney visits pending completion of the project. May Parole board will not be affected. At this time the June Parole Board will not be affected, however if there are project delays we will make alternate arrangements.
- 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.

- 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.
- The computer system statewide was inoperable for the majority of three separate days (approx. 30 hours) due to a damaged fiber optic line. Additionally, we suffered several days of eOmis issues related to count errors.
- FCF has continued to have an usually high number of emergency transports and hospital supervisions. FCF Custody works closely with Clinical staff and when possible the local facilities to ensure staffing is appropriately maintained. Routinely we have had to request assistance from regional facilities to aid in staffing these transports with both appropriately trained staff and to sustain staff numbers. Over a several day period during this quarter we had 6 hospitalized offenders equating to an additional 24 posts to man. Numerous times during this quarter we had 2-4 trips or supervisions simultaneously.

PHYSICAL PLANT

- Between April 1, 2023 and June 30, 2023 151 work orders were opened; 445 were closed. There are 30 that are 30+ days old.
- Due to severe rainstorms in the Canon City area on 5/11/2023, several roof leaks were identified and mitigated by FCF Maintenance. FCF is in the process of reviewing all electrical equipment in the areas of the leaks to determine any possible damage.
- FCF Maintenance completed additional concrete projects to ensure proper drainage from stormwater.
- Rhonda Boger-Linder and Melissa Brensing lead a tour of FMS staff and staff from the OSA & OSPB. The tour focused on projects for Capital Construction, Capital Renewal and Controlled Maintenance requests.
- FCF implemented an ID scanner in Food Service.
- Chris Ackerman and his team from Schendt Engineering were at the facility to start a HVAC study of FCF's HVAC systems. This is the beginning phase of getting FCF's HVAC systems replaced.
- FCF has experienced HVAC issues in the West side Living Units due to increasing heat and humidity. Physical Plant is working diligently to resolve the concerns.
- FMS and FCF Management conducted a construction walk-through with Nunn Construction to evaluate the completion of the ADA project in FCF Visiting.
- Through the use of the twelve water fountain/filling stations located in the facility, 27422 plastic bottles have been saved between April 1, 2023, and June 30, 2023.
- On Thursday, June 15, 2023 at approximately 8:00 PM, FCF Maintenance conducted repairs on the steam lines. During the repair the steam and water supply to the facility was turned off. The steam and water supply was turned back on at 3:00 AM.

ADMINISTRATIVE SERVICES

- FCF Management met with Parole Leadership to discuss RESTORE pilot expansion and potential changes.
- FCF requested the assistance of CIRT for two days after the unexpected passing of CSTS I Rod Snyder.

- The computer system statewide was inoperable for the majority of three separate days (approx. 30 hours) due to a damaged fiber optic line. Additionally, we suffered several days of eOmis issues related to count errors.
- FCF met with the Compass Vending representative to discuss challenges with and options for better servicing our vending needs.
- FCF was informed of the impending transfer of one of our Release Case Managers for RESTORE and worked with Parole Managers on a transition plan. The new RCM has been hired and will be attending CTA in April.
- FCF held a meeting utilizing an ASL interpreter to address the needs of the hearing impaired population.
- Staff from FCF have been actively working on Compliance Committees to help develop the new auditing tool.
- IT connection issues occurred again this week causing lengthy count times and medlines.
- FCF Management Team conducted a tour with Dr. Flermoen and 2 psychologist interns from Centennial Correctional Facility. This meeting will greatly improve collaboration in transitioning offenders to the general population environment from RTP and gave us a better depth of understanding of overall mental health resource acquisition and use for our dynamic population.

PROGRAMS

- Instructors / Teachers are on post assisting in meeting the facility staffing needs.
- Second Chance Pell Grant, Red Rocks Community College and Adams State post secondary classes continue.
- Current vacancies are as follows: 1 Welding instructor, 3 GED instructors, 1 Liaison II.
- DU PAI *Inside Report* Newspaper submitted to Department PIO Annie Skinner for review.

3. SECURITY

INCIDENT ALERT DRILLS

Quarter	# of Functional Exercises	# of Table Top Exercises	# of Full Scale Exercises	Corrective Measures
1 st	1	1	0	0
2 nd	4	1	1	0
3 rd	11	0	0	0
4 th	3	1	1	0

REPORTABLE INCIDENTS

Incident Type	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
TOTALS	247	278	347	334
ALCOHOL	13	24	28	29

Incident Type	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
ASLT STAFF - HAZ LIQUID	0	0	0	0
ASLT STAFF WOUT SERIOUS INJ	3	2	0	2
ATTEMPTED SEXUAL ACT	0	0	0	0
ASLT STAFF - SPITTING	1	0	1	0
ALTERNATE MEAL SERVICE	0	0	1	0
BELOW MINIMUM STAFFING	29	29	23	10
CELL EXTRACTION (OC USED)	0	0	1	0
CLIMATE CONTROL DEVICES	2	1	0	0
COMMUNICATION DEVICE	8	4	8	18
COMMUNICATIONS	0	3	1	3
DAMAGE TO BUILDINGS/PROPERTY	1	0	1	3
DRUGS/DRUG PARAPHERNALIA	22	29	51	58
DRY CELL OBSERVATION	4	1	1	0
EMERGENCY TRANSPORTS (MEDICAL)	47	40	74	75
EMERGENCY TRANSPORTS (SECURITY)	1	0	4	1
EMERGENT NEED ENTRY	1	1	10	0
ESCAPE PARAPHERNALIA	2	4	2	1
EVACUATION	0	0	0	0
FACILITY SEARCH/LOCKDOWN	1	11	4	1
FIGHT	12	8	9	19
FIRE	0	0	1	0
FIREARM, KNIFE, BLUDGEON	8	10	16	9
FORCE TEAM ACTIVATED (NO UOF)	0	0	3	0
FORCED CELL ENTRY (TRADITIONAL)	0	0	1	0
GROUP DISTURBANCE	0	1	0	0
HARD EMPTY HAND CONTROL	2	0	0	0
HARD INTERMEDIATE CONTROL	0	0	0	0
HEALTH INCIDENT (MULT INMATES)	0	0	0	0
HUNGER STRIKE (SINGLE INMATE)	7	5	0	1
ID/UNIFORM/CIVILIAN CLOTH	2	4	1	2
IMPLEMENT SPECIAL CONTROLS	2	3	6	1
INCIDENT ALERT DRILL	1	6	3	3
INJURY/ILL REQ OFF GRD TRANSPORT	4	3	1	1
INMATE ASLT WITH SERIOUS INJ	4	1	3	1
INMATE ASLT W/OUT SER INJURY	4	6	5	6
INMATE ASLT HAZARDOUS LIQUID	0	0	0	0
KEYS(PERSONAL/FACILITY)	0	0	0	1
MEDICALLY ATTENDED	1	1	0	0
MEDICALLY UNATTENDED	0	0	0	0
POTABLE WATER DEVICE	1	0	0	2
RESTRAINT CHAIR	0	1	3	0
SECURITY DEVICE	6	8	5	14
SECURITY EQUIPMENT	0	0	0	1

Incident Type	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
SECURITY MONITORING EXERCISE	0	5	11	19
SELF-INFLICTED INJURY	10	4	3	1
SEXUAL ACT	3	4	2	1
SEXUAL CONTACT	1	1	2	1
SEXUAL HARASSMENT	14	8	18	10
SOFT EMPTY HAND CONTROL	12	14	15	14
SOFT INTERMEDIATE CONTROL	2	2	2	2
STAFF INJURY	19	29	21	19
SUICIDE	0	0	0	0
SUICIDE ATTEMPT(MH ASSESSMENT)	0	0	0	0
TOBACCO	0	0	0	0
TOOLS (CLASS A & B)	0	0	0	0
UNKNOWN	0	0	0	0
UTILITY SERVICE	1	1	2	3
OUTSIDE SECURITY THREAT	0	0	0	0
ASLT STAFF - ATTEMPT	0	2	1	1
ATTEMPTED SEXUAL ACT	0	1	0	0
ALST STAFF - INCIDENTAL CONTACT	0	0	1	0

PERFORMANCE MEASURES

SEARCHES	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
# of cell searches	969	1326	1854	1309
# of common area searches	429	216	326	453
TRANSPORTS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Transports done by facility transport personnel	50	25	29	50
# of offenders	56	27	33	37
# of miles	2155	1185	1497	2880
# of personnel hours	117	73	81	126
Transports done by non-transport facility personnel	82	43	91	58
# of offenders	90	63	91	58
# of miles	2981	3079	2924	3048
# of personnel hours	203	150	323	497
Hospital Supervision	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
# of offenders	15	7	12	11
# of personnel hours	1782	987	3384	3072
Special Teams: # of Active Members	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter

ERT	8	7	8	5
SORT	1	1	1	1
ESCAPE	9	9	9	9
Crisis Negotiation	1	4	1	1
Critical Incident Response	4	4	4	4
Honor Guard	1	1	1	1

COPD CHARGES/CONVICTIONS

Class 1 COPDs	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Charges	38	30	49	66
Convictions	37	28	42	56
Charges to Convictions	97.37%	93.33%	85.71%%	84.85%

Class 2 COPDs	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Charges	102	118	246	281
Convictions	97	106	230	260
Charges to Convictions	95.10%	89.93%	93.50%	92.53%

HISTORICAL COPD DATA			
FISCAL YEAR	CLASS I CONVICTIONS	CLASS II CONVICTIONS	IARPs
2021 thru 2022	125	422	60
2020 thru 2021	89	269	80
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	144	3

4. PERSONNEL

STAFFING	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Requests for Transfers In	0	1	8	3
Requests for Transfers Out	3	6	13	7
# Transferred In	2	0	1	2
# Transferred Out	3	2	1	4
Overtime Hours	24,384	25,532.75	26,277.56	28,508.57
12/16 Hour Shifts	3,017/1268.50	5,511/94	5118/28	6459/34

# of Staff on Flex Schedules *	0	0	0	0
FMLA Hours	8018.48	6704.48	5258.46	6143.48
Turnover Rate	2.54%	3.56	5.66	5.04
Times under Minimum Staffing	29	29	23	10

* FCF remains on an emergency staffing/operational matrix and not traditional schedules have been maintained since implementation during pandemic operations. Flex schedules will be evaluated when the facility returns to a more normal staffing pattern.

VACANCY REPORT	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
# Authorized FTEs	420	420	420	420
# Vacancies	79	60	65	49
% Vacancies	18.8%	14.3%	15.5%	11.7%

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

TRAINING	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Total Staff Trained	330	346	243	241
Total Staff Training Hours	3286	4616	4255	4564

5. OFFENDER POPULATION

Population Figures by Scored Custody Level	Quarter 1	Quarter 2	Quarter 3	Quarter 4
CLOSE	13.4%	12.9%	12.4%	12.3%
MEDIUM	84.3%	84.5%	85.8%	86.5%
MINIMUM	.13%	0%	0%	.2%
MINIMUM RESTRICTIVE	2.23%	2.6%	1.8%	1.0%

Population Figures by Ethnicity	Quarter 1	Quarter 2	Quarter 3	Quarter 4
AM. INDIAN	3.1%	3.0%	3.37%	3.2%
ASIAN	1.7%	1.4%	1.37%	1.2%
BLACK	19.5%	18.1%	17.43%	18.8%
HISPANIC	28.9%	29.8%	30.03%	30.2%
WHITE	46.5%	47.5%	47.4%	46.2%

Subject Step 1 Grievances	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Total	380	320	392	449
Account	10	6	12	8
Assignment Discrimination	0	0	0	0
Canteen	46	40	45	51
Case Management	4	9	11	14
Dental	6	5	7	5
Disagree with accommodations	0	0	0	0
Equal Access	1	0	0	1
Earned Time	3	1	2	4
Food Service	7	3	9	7
Housing Conditions	2	5	4	6
Hygiene	0	0	1	3
Jobs	10	5	8	15
Laundry	5	8	12	6
Legal Access	2	0	1	2
Mail room	22	9	19	15
Medical	91	99	103	139
Mental Health	27	15	14	15
Other	31	27	48	51
Privileges	1	0	0	2
PREA	1	1	1	0
Physical Access Compl/Housing	1	0	0	0
Programs	7	3	1	4
Property	48	41	57	60
Publications	4	3	0	1
Recreation	2	3	3	3
Religion	3	2	2	6
Safety	1	0	3	0
Staff Conduct	40	30	28	27
Staff Issues	0	0	0	0
Staff Sexual Harassment	1	0	0	0
Visitation	4	3	1	4

Subject: Step 2 Grievances	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Total	126	80	113	134
Account	2	3	4	2
Canteen	11	6	10	13
Case Management	2	1	4	9
Dental	3	1	1	1
Earned Time	2	1	0	0
Food Service	4	2	1	1

Subject: Step 2 Grievances	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Housing Conditions	0	0	1	2
Hygiene	1	0	0	0
Jobs	2	3	1	7
Laundry	3	1	2	0
Legal Access	1	1	0	0
Mail room	7	6	2	8
Medical	29	19	26	24
Mental Health	12	7	6	9
Other	15	5	14	19
PREA	1	0	1	0
Privileges	0	0	0	0
Programs	3	0	0	0
Property	12	11	22	22
Publications	3	1	1	1
Recreation	0	1	2	1
Religion	1	0	0	3
Safety	0	0	1	0
Searches	2	0	0	0
Staff Conduct	9	10	14	9
Visitation	1	0	0	1

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)	3,825	3074	3177	3374
# of offenders that enter recreation areas for whatever recreational activity.	33,796	20356	23051	45680
# of structured programs offered at the facility; programs facilitated and coordinated by Recreational Programs	20	18	24	25
# 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	45	21	5	28
VOLUNTEER PROGRAMS	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
# of Formal Religious Services	147	154	147	149

# of Other Religious Programs (regularly scheduled faith group programs; not services)	84	76	91	89
# of Seminars (special events; count as event not # of days)	15	28	25	39
# of Non-Religious Programs (AA, GED Tutors etc)	25	48	35	29
# of Offender Participants (Total number in each event, 1 offender may attend numerous events and counted each time)	830	919	763	755
# of Offenders Served (do not count offenders more than once)	1145	1302	1322	1586
# of Volunteers (each volunteer is counted only once)	84	136	99	101
# of Volunteer Hours Served (Total hours of all volunteers)	349.5	378.5	363	349.50
Chaplain Hours	728.6	819	737.45	757.55
# of Emergency Notifications by Chaplains	8	13	8	5

OFFENDER LABOR CREWS		1 st Quarter	2nd Quarter	3rd Quarter	4 th Quarter
Offender Labor Hours Worked		4228	3696	5040	8400
Offender Labor Projects Completed		3	3	3	2
# of Agencies Served		1	1	1	1
TOURS					
	Date	Group Name	# in Group	Areas Visited	
1 st Quarter	6/28/2022	HQ and CDLE Education	10	FCF Education	
	7/12/2022	FMS and FCF Management		LU4, Management	
	7/14/2022	FMS and CCI Management		Furniture Shop	
	8/15/2022	ACA Audit	4	FCF Facility	
	8/24/2022	FMS Punch List Tour ADA		LU 4	
	9/2/2022	P. Smith, Community Partners	3	CI Buildings	
	9/27/2022	ICTMC Mexico Group	37	FCF Facility	
	9/30/2022	Punch List Tour		LU 4	
2 nd Quarter	10/11/2022	District Attorneys Tour	10	FCF Facility	
	11/3/2022	Parole Board	3	FCF Facility	
	11/4/2022	Recidiviz	4	FCF Facility	
	12/16/2022	Community Operations	5	FCF Facility	
	12/23/2022	FMS/MAT Tour	5	FCF Facility	
3 rd Quarter	1/13/2023	FMS/Treanor	2	LU 4	
	1/13/2023	CI Director & Manager	2	FCF Furniture Shop	

	1/20/2023	ICA	32	FCF Facility
	2/3/2023	Meredith McGrath	1	FCF Restore/Metal
	2/3/2023	FBOP	10	FCF Jayacap/ Incentive and CI
	3/3/2023	Melissa Smith	1	FCF Programs
	3/3/2023	FBOP	10	FCF JYACAP
	3/3/2023	ICA Kosovo	20	FCF Facility
4 th Quarter	4/5/2023	ICA Kenya & Georgia	19	FCF Facility
	5/3/2023	ICA Mexico	29	FCF Facility
	5/18/2023	ICA Panama & Eastern Caribbean	16	FCF Facility

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 Quarterly

FIRE DRILLS

1 st Quarter Dates	Locations	After Action Report
07/15/2022	Living Unit 6 Lower E pod fire alarm and E Pod evacuation	UNK
2 nd Quarter Dates	Living Unit 6 Lower H-pod. Fire alarm activation requiring evacuation of the day hall.	An After action plan was completed. Damaged equipment was replaced. Staff response evaluated and addressed.
3rd Quarter Dates	Visiting Fire Alarm, high custody evacuation procedures.	AAR completed drill was a success. Good response.
06/21/2023	Fire Drill LU7 Complete Evacuation	AAR Completed Total of 2 staff, 194 inmates evacuated, including 15 ADA offenders, no issues, great response.

ANNUAL EQUIPMENT TESTING

Fire Alarms	Sprinkler System	Smoke Detection System	Fire Hydrant
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Date	08/2022	08/2022	08/2022	07/2022
Performed By	Cpt. Rocchi, LSO Vince Guara	Cpt. Rocchi, LSO Vince Guara	Cpt. Rocchi, LSO Vince Guara	Sgt. Gallagher/Cpt. West

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	September 20th & 21, 2021	November 3rd & 4th, 2022	April 6th 2023	-
# of Violations	42	73	5	-
Violations Corrected	42	POA completed	Corrected on the Spot	-
Violations Pending	0	0	0	-

Comments if necessary: November 3rd and 4th, 2022 - CDPHE Health Inspection.

ANNUAL FIRE INSPECTION				
	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Date of Inspection	July 20-21, 2022	-	-	-
# of Violations	1	-	-	-
Violations Corrected	1	-	-	-
Violations Pending	0	-	-	-

Comments if necessary: Annual Fire Inspection is scheduled for the end of July.

