



DEPARTMENT OF CORRECTIONS

ADMINISTRATION

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Senator Kyle Schoenfish
Chair, Government Operations and Audit Committee
500 East Capitol Avenue
Pierre, South Dakota 57501

Dear Senator Schoenfish and members of the Committee,

Enclosed is the completed CGL System Operational Review of the South Dakota Department of Corrections. The Department of Corrections (DOC) has reviewed the recommendations, and we are pleased to share that we have already taken action in several areas. In fact, several items were initiated last summer prior to this report, including:

- Implementing organizational changes in leadership and operations to empower supervisors. These changes are endorsed in the report and we will continue to make improvements;
- Conducting civil treatment training to address harassment and hostile work environment concerns, which will become a standardized part of training and evaluation;
- Addressing equipment needs by ordering enough right-hand and left-hand gun holsters;
- Addressing equipment needs by procuring appropriate ballistic vests; and
- Providing full holiday pay for 12-hour shifts instead of only eight hours of a shift, which was codified by Senate Bill 68 during this year's legislative session.

The report also highlights many opportunities for continued improvement in our correctional system. Our team has started implementing many of these changes and will continue to review and implement recommendations from the report. Here are some key successes I would like to share with the Committee so far:


- The legislature helped us make progress during this year's legislative session by funding the land acquisition and design for building a new, 208-bed women's community work center. In the report, CGL notes that the current women's prison is "the most crowded female correctional institution the members of the project team have ever reviewed." The legislative approval to buy the land and complete engineering will help keep this project on track for final funding approval next year (Chapter 3, recommendation 1);
- Staff salaries are increasing with the targeted salary increases recommended by the Governor and approved by the legislature. The new starting pay will be \$20.00 per hour for DOC employees on July 1 instead of the previous \$17.89 mentioned in the report. Current employees

will receive a 6% across the board pay increase, and targeted increases were made to existing positions as well (Chapter 4, recommendation 3);

- The recommendation to establish an inspector general position who reports directly to the secretary has been approved by repurposing a vacant FTE (Chapter 2, recommendation 4);
- The recommendation to hire a director of prisons has been approved, and recruiting and application review are currently in process (Chapter 2 recommendation 5);
- Computer and email access for all employee communication to aid in better connectedness, and more consistent information sharing is completed. All DOC employees now have state email addresses (Chapter 4, recommendation 50 and 46);
- DOC has formed a working group to evaluate and make recommendations on new uniforms to enhance the work environment and internal culture (Chapter 4, recommendation 10);
- DOC is addressing several of the security-related concerns in the report (Chapter 5);
- DOC is implementing a software management system for Pheasantland Industries to provide appropriate financial tracking, controls, and processes. The new Global Shop Solutions Enterprise Resource Planning software will help address these issues (Chapter 6);
- DOC has completed a multi-generational workforce training for senior staff (Chapter 4, recommendation 52);
- DOC is continuing to review security and inmate disciplinary procedures that CGL concluded should be strategic and not abrupt (Chapter 5, recommendation 68); and
- While not mentioned in the report, there are other improvements being made, such as the addition of employee lactation rooms at each facility that were not previously available at all institutions.

I am proud of the work the department has already been able to accomplish in a short amount of time. We will continue to make progress on the recommendations, and I look forward to working with you to modernize our correctional system. If you have any questions regarding the CGL report, please let me know.

Sincerely,



Kellie Wasko
Secretary, SD Department of Corrections

✓c: Mr. Reed Holwegner, Director SD LRC