

**SIXTH JUDICIAL DISTRICT  
DEPARTMENT OF CORRECTIONAL SERVICES**

**BOARD OF DIRECTORS MEETING**

Date: December 11, 2015

Location: 951 29<sup>th</sup> Avenue SW, Cedar Rapids, Iowa

Board members present: Joe Oswald, Terry Hertle, Allan Thoms, Ben Rogers, Jessica Peckover, Dwayne Daniels, Fred Mims, Shelby Humbles, Dan Anderson

Staff members present: Bruce Vander Sanden, Angela Brubaker, Greg Fitzpatrick, Gabe Schaapveld, Kevin Posekany, Malinda Lamb, Bob Anderson

Guest: Ryan Schnackel, Southern Advisory committee; Leland Freie, Northern Advisory committee

**INTRODUCTIONS**

Everyone present introduced themselves.

**PRESENTATION**

Allan Thoms introduced Bob Anderson who presented on Seamless Supervision. Bob Anderson talked about his experience and the importance of relationships, whether it is with clients or other organizations. Seamless supervision is the practice where clients keep the same counselor/case manager throughout their supervision, to keep continuity. Being able to build on this relationship will assist in the success of the client. The work group formed to create the structure for this went to different districts that are already trying this. They reviewed what the other districts were doing and learned from their experiences. Bob Anderson said keeping staff informed and having buy-in is important for the success with this. After meeting for a year, they are going to implement this on January 19<sup>th</sup>. This meant changing some duties and roles of staff. They looked at training needs to implement this plan. One aspect is budgeting with the clients. Probation officers needed knowledge and training on this since it was done on the residential side. There was training on this on December 2<sup>nd</sup> 2015. There will be another training next week on the kiosk system, which helps the client communicate with their agent. This committee is meeting next Friday to go over some of the final steps to get this up and running. With this model the clients will take a more active role in their budgeting. There will be more focus on discharge planning with the clients. They want this plan solidified before the client leaves the facility. He thinks this model will give case managers more of an investment with their clients. He feels this will help clients be more successful upon discharge. Terry Hertle asked how high risk and low risk is determined. Bob Anderson said they use assessments: IA Risk Revised and the DRAOR assessment. Ben Rogers asked if a client has federal benefits and are in the care of the 6JD do they continue to get these benefits? Their benefits are suspended while under supervision, but these can be reinstated after they are discharged. Malinda Lamb added that the prison system is assisting clients with applying for these. She also noted that the 6JD has partnered with Linn County Health and they assist clients with signing up for benefits. Bob Anderson noted that Jessica Peckover has worked with the 6JD on these situations. Shelby Humbles asked about the training needed for staff and how it will impact them. Bob Anderson said the field staff will need to learn about the residential side and vice versa. He noted that until this is implemented, we don't know for sure what adjustments will be needed. He said this is something they will need to adjust and have

## BOARD OF DIRECTORS MEETING

December 11, 2015 – page 2

more training as this rolls out. Bruce Vander Sanden added that the training that is most important is the ability to impact change in the offenders. Budgeting and other tasks will need to be learned. He said there is research that states clients having the same case manager throughout their supervision make them more successful. Bob Anderson said there are three other districts that are doing this. Staffing numbers will stay the same. He hopes not to have turnover in staff. Dwayne Daniels asked what the buy-in for staff is. Bob Anderson said he has sold it as this will make their clients more successful and that is something staff wants also. Dwayne Daniels asked if the other districts have made adjustments with their programs and the 6JD will need to do the same. Bob Anderson said the clients do know about this. Allan Thoms asked Bob Anderson to come back after it's been implemented to give an update.

### REVIEW OF MINUTES

Ben Rogers moved to approve minutes of the Board of Directors meeting held on October 9<sup>th</sup>, 2015 and October 27<sup>th</sup>, 2015. Dwayne Daniels seconded. Motion carried.

### DIRECTORS REPORT – Bruce Vander Sanden reported:

- He has completed a majority of his performance reviews.
- The Annual Report is complete and each board member was given a copy at this meeting. He noted that we have condensed this. He stated that the 6JD is required by code to send a copy to DOC Central Office and all county supervisors. Allan Thoms asked if the legislators receive this, he feels they should. Bruce commented that this represents what our agency does.
- DOC in Des Moines has a statewide recidivism reduction work group and has a grant for this. There was a retreat in Des Moines that he attended. There was a consultant at this meeting and they talked about culture. Since he has become director, four other districts have a new director or are working on getting a new director. The directors communicate a lot and they are working on the cultures and collaborating more.
- On December 2<sup>nd</sup>, 2015, he attended the DOC budget meeting with the Governor. This is the first time this has occurred. Prison reduction and making sure CBCs have the proper staff, as well as Drug Treatment Courts (DTC) were discussed. It was noted that DTC is an alternative to prison and feels this program is beneficial. Jessica Peckover invited the Board members to the DTC court graduation being held on December 15, 2015. Angela Brubaker will send out the press release to Board members.
- Next Friday, December 18<sup>th</sup> at 11:30 a.m. the 6JD will have a Holiday potluck and the 6JD Board is invited.

Allan Thoms asked about the racial imbalance during sentencing and he said it doesn't seem to be on the agenda for the Criminal Justice Policy Reform. Bruce Vander Sanden said the only information is what he received via email. Allan Thoms feels there is a racial disparity in sentencing and he feels this needs to be addressed. He noted the first questions that should be addressed: Is this really happening and then if so, why. Jessica Peckover said she thinks they are looking into this.

### FISCAL REPORT

Kevin Posekany went over the September and October financials, the FY16 budget amendment and the drug forfeiture. He talked about the SAMSHA and Drug Court Discretionary grants and the carry

## BOARD OF DIRECTORS MEETING

December 11, 2015 – page 3

forward for these. He explained the Training and Technology funds and the restrictions on how we can spend them. Dwayne Daniels asked about the reimbursements line, this is primarily workman's compensation and is an annual premium.

Dwayne Daniels moved to approve the September and October financials, the FY16 budget amendment as presented by Mr. Posekany. Ben Rogers seconded. Motion carried.

### **ADVISORY COMMITTEE REPORTS**

Southern – We will report on this at the next meeting.

Northern – No meeting since last report.

Client Services – No meeting since last report.

Law Enforcement – No meeting since last report.

Victim – Meeting TBD

Cultural Competency – No meeting since last report.

Rural – Meeting TBD

### **ANCHOR CENTER**

Malinda Lamb said things continue to go well at the ANCHOR Center. There are 12 clients housed there currently and programming is going well. They are working on changing some of the programming topics. There is one client that is successfully working toward transitioning back into the community. Malinda Lamb can bring data to the next meeting on where the clients come from: field, prison, referrals.

### **OLD BUSINESS –**

1. Board By-Laws

Dwayne Daniels made a motion to remove “Article VIII” completely. Terry Hertle second. Motion carried.

Shelby Humbles made a motion to approve the 6JD By-Laws with the above noted revision. Ben Rogers second. Motion Carried.

2. Other:

Allan Thoms asked Ben Rogers and Dwayne Daniels about the District Director evaluation.

Ben Rogers said that he and Dwayne Daniels met and have revamped the evaluation. He talked about the changes they are proposing. Ben Rogers said they are still working on the form and how they will redo it. This should be done soon.

### **NEW BUSINESS – N/A**

### **POLICY REVIEW –**

048-15 Department Awards

Shelby Humbles made a motion to approve the Department Award policy with the change that the Leadership Award be voted on and presented by the Board of Directors. Ben Rogers Second. Motion carried.

BOARD OF DIRECTORS MEETING  
December 11, 2015 – page 4

**CONTRACTS – N/A**

**OUT OF STATE TRAVEL – N/A**

**PUBLIC COMMENT – N/A**

**OTHER**

Dwayne Daniels made motion to adjourn at 2:50 p.m. Shelby Humbles seconded. Motion carried.

**NEXT MEETING**

The next meeting of the Board of Directors will be on January 8<sup>th</sup>, 2016 1:00 p.m. at the Correctional Services Complex, 951 29<sup>th</sup> Avenue SW, Cedar Rapids, Iowa. The presentation will be the determined.

Submitted by Angela Brubaker, Board Secretary

Approved by \_\_\_\_\_