

**SIXTH JUDICIAL DISTRICT  
DEPARTMENT OF CORRECTIONAL SERVICES**

**BOARD OF DIRECTORS MEETING**

Date: February 12, 2016

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

Board members present: Joe Oswald, Terry Hertle, Ben Rogers, Jessica Peckover, Dwayne Daniels, Shelby Humbles, Dan Anderson, Ryan Schnackel, Jan Kazimour

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

Guest: Melissa Peters - intern, Leland Freie – Northern Advisory Committee, Shelly Kramer – Client Services Advisory Committee.

**INTRODUCTIONS**

Everyone present introduced themselves.

**PRESENTATION**

Strategic Groups – Bruce Vander Sanden presented a PowerPoint on the Strategic Groups he created for the district to address some core issues. The Strategic Groups are: Interventions, Quality Assurance, IRR/DRAOR/Case Planning and EBP/Core Correctional Practices/What Works.

**REVIEW OF MINUTES**

Shelby Humbles moved to approve minutes of the Board of Directors meeting held on December 11<sup>th</sup>, 2015. Jan Kazimour seconded. Motion carried.

**DIRECTORS REPORT – Bruce Vander Sanden reported:**

- Labor/Management meeting – a PERB (Iowa Public Employment Relations Board) representative came and did a presentation on how to make these meetings more efficient and gave an overview on how they should be ran. This is to help bring additional meaning to the group. The PERB is a neutral state agency that works with both labor and management in employment-related cases. PERB currently consists of three board members, four administrative law judges, and two support staff.
- Federal monitoring at the residential facility. The Feds were at the 6JD for four days and did an extensive federal inspection of the residential facilities. They found no deficiencies and had very positive remarks about the facilities. There are many things that the 6<sup>th</sup> DCS does with federal clients that is above and beyond. Greg Fitzpatrick said the level of the inspection was impressive, they worked seven hours straight and was very thorough.

**FISCAL REPORT**

Kevin Posekany went over the November and December financials.

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Shelby Humbles moved to approve the November and December financials as presented by Mr. Posekany. Dwayne Daniels seconded. Motion carried.

### **ADVISORY COMMITTEE REPORTS**

Southern – Information is in the packet.

Northern – Information is in the packet.

Client Services – No meeting since last report.

Law Enforcement – No meeting since last report.

Cultural Competency – Bruce Vander Sanden reported that this committee is looking for a project.

They are looking at both short-term and long-term goals in relation to having a diverse workforce.

There are some steps we can take now but we would also try and create a long term plan to attract

more into the field. A list of ideas will be generated and there is already an attempt to reach into the high schools. It was suggested that it would be good to ask to ask new hires are what prompted them to the corrections field.

### **OLD BUSINESS – N/A**

### **NEW BUSINESS –**

1. Executive Committee Elections

Joe Oswald moved to approve to continue with the same slate for the 2016 6JD Executive Committee; which includes: Allen Thoms, Ken Popenhagen, Ben Rogers, Janelle Rettig, Jan Kazimour, and Fred Mims. Terry Hertle seconded. Motion carried.

### **POLICY REVIEW – N/A**

### **CONTRACTS – N/A**

### **OUT OF STATE TRAVEL –**

- Tiffany Miller, 1/22-27/16, New Orleans, LA - American Corrections Association Winter Conference 2016. All costs are covered by ICA; this is a request for work time. (Ratify)
- Todd Roberts, 2/16-18/16, Lewiston, ID - MI Training for APPA. All costs are covered by APPA; this is a request for work time. (Ratify)
- Malinda Lamb, 4/11-15/16, New Orleans, LA – IC&RC Spring Meeting – Dr. Lamb is the current president of the IA Board of Certification. All costs are covered by IC&RC; this is a request for work time.

Dwayne moved to approve and ratify the listed out of state travel. Jan Kazimour seconded. Motion carried.

### **PUBLIC COMMENT – N/A**

### **OTHER – N/A**

Shelby Humbles made motion to adjourn at 1:50 p.m. Dwayne Daniels seconded. Motion carried.

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**NEXT MEETING**

The next meeting of the Board of Directors will be on March 11<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 \_\_\_\_\_