

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

BOARD OF DIRECTORS MEETING

Date: November 15, 2016

Location: 951 29th Avenue SW, Cedar Rapids, Iowa

Board members present: Allan Thoms, Ken Popenhagen, Janelle Rettig, Fred Mims, Barry Bedford

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

Guest: Sally Kreamer, Central Office DOC

INTRODUCTIONS

Everyone present introduced themselves.

PRESENTATION – Legislative Night Program – Bruce Vander Sanden

Bruce Vander Sanden went over the Legislative Night agenda and topics: Success Stories, Mental Health Issues in Corrections, Employment Barriers and the statewide Recidivism Rates/Report. He discussed the information in the Recidivism Rate Trends: Probation & Parole Target Populations packet.

Allan Thoms asked about the felony employment barriers document. Greg F. talked about how this information pertains to a specific job that the client applies for. Bruce Vander Sanden noted that it is good information to give the legislators so they are aware of it.

REVIEW OF MINUTES

The minutes were reviewed. Allan Thoms asked for one change on page two of the minutes. No quorum, so the 2016 October minutes will be approved at the next meeting

DIRECTOR’S REPORT – Bruce Vander Sanden reported:

- Corrections Fatigue is a training that everyone in the state is required to take. The 6JD has had all their staff attend except for 14.
- Wellington Heights had their annual pumpkin giveaway on October 28th. The neighborhood kids had the day off so it was a constant trickle of kids, but not the usual rush after they get out of school. This event went very well and some ANCHOR Center clients assisted with this.
- On November 4th the ILEA academy graduation was held. Two 6JD staff graduated from this: Stephanie Wallander and Kirk Brecht. They received a lot of compliments.
- November 6th He stated that he gave a presentation to the Lovely Lane Social issues group about recidivism. Fifteen people attended, as well as Art Stead, and they had a great discussion.
- The Breakfast of Thanksgiving was held this morning. This is a long standing tradition where management team cooks breakfast for all the staff. This is a nice way to thank staff and show our appreciation.

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Allan Thoms brought up the state auditor report from November 3rd, 2016. He compared the 6JD Segregation of Duties Finding to the 8JD Segregation of Duties Finding. The vacation cap was also explained and discussed. It was noted that the 6JD was written up for the vacation caps, and other districts have similar practices but were not written up. Allan Thoms wanted to talk about next steps to address this. Janelle Rettig feels they aren't worth taking action on. Bruce Vander Sanden stated Kevin Posekany already has a practice in place to address the segregation of duties finding.

FISCAL REPORT –

Kevin Posekany went over the October financials. Due to no quorum; this item will be approved at the next meeting.

ADVISORY COMMITTEE REPORTS –

- Southern: Bruce Vander Sanden said this committee does a good job of sharing information. North Liberty is expanding rapidly and it is beneficial to have Tracey Mulcahey on this committee. They are honing in on a project and contemplating: employment, voting rights, or something along those lines.
- Northern: Ken Popenhagen stated this committee is also deciding on a project and have been having discussions about this. They talked about the neighborhood offices. Allan Thoms asked about the Mission of Hope and Greg Fitzpatrick stated he has to connect with the new interim director. It was noted that suicide and heroin are becoming more problematic overall.
- Cultural Competency: Bruce Vander Sanden reported on this and stated he is looking for assistance in revamping the hiring tools the 6JD uses. He noted that 25% of our staff is 55 or older and succession planning is important. What attracts the younger generation to this job is different than what attracted current staff to these jobs.

OLD BUSINESS – n/a

NEW BUSINESS – n/a

POLICY REVIEW – Malinda Lamb reviewed the policies listed below. These will be sent out to the executive committee for approval. Janelle Rettig stated she approves these policies.

- 918-16 SOP Electronic Monitoring – Malinda Lamb
- 906-16 SOP Fees – Malinda Lamb

CONTRACT REVIEW – n/a

OUT OF STATE TRAVEL/TRAINING – n/a

PUBLIC COMMENTS –

- Sally Kreamer added that with the fee discussion, they reviewed the administrative code and code. She gave the history of the fee changes and how they are making the sex offender fees and programming consistent across the state.

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OTHER –

Janelle Rettig stated that Johnson County is entering a contract with the University of Iowa to study disproportionate minority contact and outcomes from the contact.

No quorum for motion to adjourn. Board meeting ended at 5:45 p.m.

NEXT MEETING

The next meeting of the Board of Directors will be on December 9th, 2016 at 1:00 p.m. at the Correctional Services Complex, 951 29th Avenue SW, Cedar Rapids, Iowa.

Submitted by Angela Brubaker, Board Secretary

Approved by _____