

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES
BOARD OF DIRECTORS MEETING**

Date: December 9, 2016

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

Board members present: Allan Thoms, Dan Anderson, Ken Popenhagen, Jan Kazimour, Janelle Rettig, Fred Mims, Shelby Humbles, Joe Oswald, Jessica Peckover, Terry Hertle, Leland Freie, Ryan Schnackel

Staff members present: Kevin Posekany, Gabe Schaapveld, Bruce VanderSanden, Kelly Schultz, Jim Berger, Lori Warden, Michael Gerald, Sue Morgan

INTRODUCTIONS

Everyone present introduced themselves.

PRESENTATION - SOP (Sex Offender Program) – Kelly Schultz, Jim Berger, Michael Gerald, Lori Warden

Kelly Schultz showed a PowerPoint on the Sex Offender Program, noting the various supervision levels, assessments given, and treatment provided.

REVIEW OF MINUTES – 10/14/16 & 11/15/16 Board of Directors meeting

Ken Popenhagen made a motion to approve the October 14, 2016 and November 15, 2016 minutes. Shelby Humbles second. Motion carried.

DIRECTOR'S REPORT – Bruce Vander Sanden reported:

- November 17, 2016 he attended the monthly Directors meeting in Des Moines and co-facilitated the statewide labor management meeting with Julie Schultz.
- November 28 was the Drug Treatment Court Graduation– 5 participants graduated.
- December 12 we are moving from Outlook to Google – to save the State money.
- Michael Gerald and Jennifer Geiger went to Des Moines to attend specialized Core Correctional Practice training from Cincinnati provided through a grant. The goal was that the participants would go back to their District and provide the training to staff. There was a rigorous testing process, there were 36 participants and only 16 received gold status and are able facilitate training by themselves. Michael and Jennifer both received gold status. The State set a goal to have case managers trained within 2 years. Bruce stated that all 6th Judicial District DCS staff will receive the training within 18 months; he believes all staff will benefit from training as all staff members contribute to the success of the Department.
- He has reached out to some Legislators that couldn't attend Legislative Night. He will meet with Ken Rizer after the 1st of the year.

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- This is Terry Hertle and Janelle Rettig's last Board of Director's Meeting; he thanked them for their attendance and involvement with the Board.
 - Terry Hertle stated that he was glad to serve on the Board. He praised Allan and Bruce for the work that has been done in the 6th DCS and the way we conducted ourselves during the special review by the auditor's office. He felt it was handled well and they remained professional during a chaotic time.
 - Janelle Rettig stated that they rotate terms and the new Johnson County Board of Supervisor representative will be Lisa Green Douglas. She noted that Lisa spent the last 10 years teaching Spanish nationally to law enforcement.

FISCAL REPORT

Kevin Posekany went over the October 2016 fiscal information in the packet. He noted that amendments will be done in the upcoming months, some due to carryover funds. He noted that an amendment will need to be done on Drug Court due to discretionary funding. For out of state travel, he noted that we have done a lot of traveling for training in the first couple of quarters, this line item will be amended in the next couple of months.

Joe Oswald made a motion to accept the October fiscal report presented by Kevin Posekany. Janelle Rettig second. Motion carried

ADVISORY COMMITTEE REPORTS

No Advisory Committee reports provided – here is the upcoming meeting schedule:

- Southern (next meeting 12/13/16)
- Northern (next meeting 1/17/17)
- Client Services (next meeting 1/12/17)
- Law Enforcement (next meeting TBD)
- Cultural Competency (next meeting 1/12/17)

OLD BUSINESS

Nothing discussed.

NEW BUSINESS

Nothing discussed.

POLICY REVIEW

Allan Thoms asked the Board to approve policies 918-16 SOP Electronic Monitoring and 906-16 SOP Fees that were previously approved by the Executive Committee.

Shelby Humbles made a motion to ratify policies 918-16 and 906-16 as presented. Jan Kazimour second. Motion carried.

Kelly Schultz provided an overview of a new policy 902-17 SO Assessment, Case Management and Supervision Standards in which a Statewide Committee has been working on to have uniform policies throughout the State.

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Jan Kazimour made a motion to approved policy 902-17 as presented. Fred Mims second. Motion carried.

CONTRACT REVIEW –

- Mission of Hope renewal – Moundview Office (1/1/17-12/31/17 - \$210/monthly – increased \$10/monthly)

Terry Hertle made a motion to approve the Mission of Hope contract as presented. Fred Mims second. Motion carried.

OUT OF STATE TRAVEL/TRAINING – n/a

PUBLIC COMMENTS – n/a

NEXT MEETING:

The next meeting of the Board of Directors will be on January 13, 2017 at 1:00 p.m. at the Correctional Services Complex, 951 29th Avenue SW, Cedar Rapids, Iowa.

Submitted by Sue Morgan, Interim Board Secretary

Approved by _____