

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

BOARD OF DIRECTORS MEETING

Date: April 14, 2017

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

Board members present: Joe Oswald, Rick Primmer, Jessica Peckover, Shelby Humbles Jr., Dwayne Daniels, Jan Kazimour, Lisa Green-Douglass, Ryan Schnackel, Allan Thoms

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

INTRODUCTIONS

Everyone present introduced themselves.

REVIEW OF MINUTES

Joe Oswald made a motion to approve the February 10th, 2017 minutes. Dwayne Daniels second. Motion carried.

DIRECTOR'S REPORT – Bruce Vander Sanden reported:

- We had the 6JD annual legislative night last November and we invited our local legislators to attend. At this meeting he highlights the projects/programs that are going well, future plans and needs, and doesn't ask for money if possible. A few representatives weren't able to make this meeting so he has been trying to connect with them.
 - He met with Representative Rizer and Representative Bennett. The meetings were positive and they were both receptive. He felt both of them walked away impressed.
- The annual 6JD audit review is going on currently. The auditors are here Monday through Thursday this week and next, and maybe a couple of days the next week.
- Making rounds to staff meetings to making himself available to staff.
- The District Directors took on some state projects:
 - State residential facilities: 1st phase - collecting data and the will review this information; 2nd phase will be looking at if they could build residential facilities from scratch, what would they look like?
- Hosted a recent training on social media (three days). Gabe Schaapveld said it was a good training. They went over all the different social media platforms and how criminals can access your information easily. Midwest Gang Investigators Association (MGIA) presented this training and it was beneficial.
- Core Correctional Practices (CCP) – these districtwide trainings have started and they have completed the first two rounds.
- Victims' rights week – hosted the victim empathy circle and PO Rod Courtney led this.
- There were three retirements two weeks ago and we are working on their replacements.

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FISCAL REPORT –

Kevin Posekany went over the January and February 2017 financials included in the packet. He noted that in state appropriations, there was a \$150,000 deappropriation in the budget. The 6JD budget is 67% through the year. We are beyond this percentage for revenue and the deductions are a little off due to payroll.

Allen Thoms asked about the other districts and how they fared with the cuts. Bruce Vander Sanden noted that the Third District had to close a residential facility. He stated that Director Bartruff has been very inclusive with directors and wardens to generating solutions. He has demonstrated great leadership. The institutions had to absorb the largest portion of the cuts.

Shelby Humbles made a motion to approve the January and February financials. Jessica Peckover seconded. Motion carried.

FY18 & FY19 Budget Outlook

Bruce Vander Sanden noted that the \$150,000 deappropriation will not be in the 6JD budget next year.

ADVISORY COMMITTEE REPORTS –

- Southern: Ryan Schnackel noted the highlights of this meeting:
 - Working on the Critical Incident Training (CIT) in Johnson County for law enforcement and the ODARA assessment is also being implemented. The ODARA scores out domestic abuse offenders and it helps determine if the offender should be released or not, all of Johnson County police have been trained on this.
 - The chef at Hope House is amazing, and he is getting the clients involved in the kitchen.
 - Allan Thoms asked about the Catherine McCauley center and transitioning women. Dr. Malinda Lamb noted that Sam Black has a good working relationship with them and this is in transition at the moment.
- Northern: Greg Fitzpatrick stated:
 - Rod Courtney, who is involved with the VIP group, has partnered with Mt. Mercy to do research on this and look at the effectiveness of this group/program.
 - Heroin epidemic – working with CRPD AI Fear on this.
 - He was notified by Justin Wheatley and Suzi Fabian that Justin Wasson has stepped down as President at the Wellington Heights neighborhood association but will be Vice President.
 - Employment is a potential project. Once a new offender employment specialist is hired, we will have them assess the 6JD needs and report to this committee.
 - Residential currently has a 2 – 3 month waiting list and it was noted that this is the norm across the state. This does ebb and flow and the 6JD usually has a shorter waiting timeframe. We work with the feds as well.
- Client Services: Jessica Peckover stated that this committee had their first meeting in a while.
 - They are working on refiguring the purpose of this committee and when they will meet. Their next meeting is in July and they will review the information that is brought back from each agency about client gaps in services. The ongoing struggle with health care coverage for clients was discussed.

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- DHS will be attending a meeting that Jessica Peckover will be at and she is going to ask them some questions and if they would mind attending a meeting or join the committee and possibly partnering with them.
- ANCHOR Center is going well. Allan Thoms asked about a benchmarking process. Dr. Malinda Lamb stated they have been open about two years now, and will need more time to measure if the clients are successful. There are definitely incremental successes, finding housing where it is hard, finding employment, being sober longer, etc.... Allan Thoms mentioned how hard it was to get ANCHOR Center up and running and wants to know how we can publicize the success of this. He noted that he will be asking about Drug Treatment Court.
- Shelby Humbles Jr. asked if the two companies opting out of the insurance will affect ANCHOR Center residents. Dr. Malinda Lamb said they don't know the full impact of this. Jessica Peckover stated that it is affecting clients that are coming out and how they can stabilize them in the community. But won't affect ANCHOR Center directly. The staff and counselors do a great job finding scarce resources for clients. They partner with Linn County Public Health.
- Dwayne Daniels asked how clients are funded. Dr. Malinda Lamb asked for what? He asked overall, and the funds are in the state appropriation the 6JD receives. Clients transitioning out will definitely be impacted.
- Allan Thoms asked about private funding to open up the rest of ANCHOR Center. Maybe United Way, we need to have the story to sell it. Dr. Malinda Lamb noted that grants are temporary.
- **Cultural Competency:** Dwayne Daniels said that Bruce Vander Sanden identified two areas to focus on. Marketing strategies and strategic marketing concepts long-term and hiring questions with the vision, mission, strategic plan and PRIDE in mind. Changed the time of this meeting to 11:30am and working on recruiting. They are meeting quarterly and he will give a complete update at the next Board meeting.

OLD BUSINESS – N/A

NEW BUSINESS –

- Personnel Procedures
Bruce Vander Sanden noted that there are some changes to Chapter 20 and collective bargaining. The directors are working with DAS and DOC to establish policies and procedures that were covered by collective bargaining. This is in the early phase. Lisa Green-Douglass brought up the pending lawsuits and if this will stick. The 6JD is still working under Chapter 20, but starting July 1st this will change. People were really worried about health insurance. A lot of misinformation is going around. All insurance/benefits we currently have will be effective through the calendar year, December 31st, 2017.

POLICY REVIEW –

F013-17 Revenue Deposits & Reconciliation – K. Posekany

049-17 Substance Abuse – K. Posekany

Dwayne Daniels made a motion to approve the policies listed above. Shelby Humbles Jr. seconded. Motion carried.

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069-17 Last Wishes Program – M. Skaggs

Dwayne Daniels made a motion to approve the policies listed above. Jessica Peckover seconded. Motion carried.

126-17 Transfer of Supervision – C. Franzenburg With minor changes made: change “Department” to “District.”

705-17A Parole Violation Review & Revocation Process – J. Allen/L. Strait

Dwayne Daniels made a motion to approve the contracts listed above. Jan Kazimour seconded. Motion carried.

CONTRACT REVIEW –

MVL Properties c/o Westwinds Real Estate – Greg F.

SWAN Consulting – Greg F.

Cynthia Elwick dba Old School Bus. Park Vinton lease) – Greg F.

Wellington Hts. Neighborhood Assoc. – Greg F.

Jessica Peckover made a motion to approve the contracts listed above. Dwayne Daniels seconded. Motion carried.

ASAC – ANCHOR Center Outpatient Treatment Contract – Malinda L.

Joe Oswald made a motion to approve the contracts listed above. Dwayne Daniels seconded. Motion carried.

Mary Lynn Betz, Toledo cleaning service – Kevin P.

Shelby Humbles Jr. made a motion to approve the contracts listed above. Jessica Peckover seconded. Motion carried.

OUT OF STATE TRAVEL/TRAINING – n/a

PUBLIC COMMENTS – n/a

OTHER: n/a

Shelby made a motion to adjourn. Lisa Green Douglass seconded. Motion carried. Board meeting ended at 2:20 p.m.

NEXT MEETING

The next meeting of the Board of Directors will be on June 9th, 2017 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 _____