

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

BOARD OF DIRECTORS MEETING

Date: September 8, 2017

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

Board members present: Jan Kazimour, Lisa Green-Douglass, Allan Thoms, Dan Anderson, Ryan Schnackel, Richard Primmer, Keith Rippey, Joe McHale, Fred Mims, Jessica Peckover, and Ken Popenhagen

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

INTRODUCTIONS

Everyone present introduced themselves.

PRESENTATION

Bruce Vander Sanden introduced HRU PO Tracy Weems and she presented on Operation Clean Sweep. She gave a brief history on the WARN meetings and how they came to assist with this operation. On August 23 and 24 the 6JD HRU officers worked with the different law enforcement agencies to talk with individuals identified by the Social Networking Analysis (SNA) process. They offered encouragement and assistance but also emphasized the need to stay clear of criminal conduct.

This took place the same day there was an incident at the Cedar Rapids Public Works with a disgruntled employee. All the participants helping with the operation assisted with the Public Works incident also.

Joe McHale talked about SNA and how it works. He started the no violence alliance; Dr. Andrew Fox worked with him on SNA analysis of relationships and noted this has been around a long time. He said they reviewed the data from scratch for law enforcement and community corrections and digitized the information. He said they wanted to do focused deterrents. They can focus on the high risk individuals and the people they hang around and where they hang out. This operation was the first time they have done a countywide collaboration. They want to streamline a way to get services to people who need them.

There were 140 clients they reached out to for Operation Clean Sweep. Joe McHale said he can do a presentation on the clusters and data the SNA does. It was asked, "What's next?" Joe McHale said he needs analytics; to keep the data fresh and updated.

REVIEW OF MINUTES

Fred Mims made a motion to approve the August 11th, 2017 minutes. Lisa Green-Douglass second. Motion carried.

DIRECTOR'S REPORT – Bruce Vander Sanden reported:

- Leadership Council – this is a new workgroup he has developed and he said staff members were to submit their name by September 1st and he received 30 candidates.

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- Accreditation – We are supposed to have an accreditation by IDOC every two years. It has been 12 years since we had a full accreditation completed. Our district provided a lot of valuable feedback on the process as it was recreated. We received our report and submitted our response for the areas that were determined to not fully meet standards. We challenged several areas that we believe were not accurate based on data pulled from ICON. Our response was well received and Bruce should be able to share the final review at the next meeting.
- Statewide Residential Workgroup – Waylon McCullough and Bruce Vander Sanden were asked to head up a statewide residential review group and look at best practices for facilities in Iowa. They are reviewing all the districts and looking at the best practices that include reviewing studies and data. He will have more information on this in the future. They want to make sure they are using resources to the best of our ability

FISCAL REPORT –

Kevin Posekany went over the July fiscal information. He stated we receive state appropriation quarterly which is why the revenues line is above budget for the one month.

Rick Primmer made a motion to approve the July financials. Ryan Schnackel second. Motion carried.

ADVISORY COMMITTEE REPORTS –

- Southern: Next meeting is 10/10/17.
- Northern: Next meeting is 9/19/17.
- Client Services: Jessica Peckover reported that this committee is reorganizing. There aren't a lot of client service projects going on presently. They are planning on meeting twice a year. They are going to review the risks needs and responsivity data at the next meeting so everyone understands this. This committee wants to make good use of everyone's time and if there are certain issues/projects going on they will meet more often.
Allan Thoms asked about the ANCHOR Center and funding. Jessica Peckover said that there are questions from community resources about the ANCHOR Center. There probably is a need to have more information out to the public. Jessica Peckover feels the community isn't very informed about the functions of the ANCHOR Center. Dr. Malinda Lamb said it would be best to have Rob Metzger and Melanie Steffens going to groups and talking to them and answering questions about the ANCHOR Center. Allan Thoms said the more information we get out there the better, especially for funding.
- Law Enforcement: Next meeting is 10/4/17.
- Cultural Competency: Next meeting is 9/14/17.

OLD BUSINESS –

- Allan Thoms noted that they are working on Bruce Vander Sanden's evaluation. Jessica Peckover and Ben Rogers will be on this committee. Angela Brubaker sent out the form to 15 6JD staff members + Sally Kreamer to complete. They plan to bring this to the Board at the October meeting and will hold a closed session. Executive committee will review this first.

NEW BUSINESS – n/a

POLICY REVIEW – Policy was approved. There was discussion on the performance evaluation and expanding this. Allan Thoms feels there should be employee input and doesn't understand the policy completely and would like to table this until October.

- a) 025-17 Reduction in Force + form – Kevin Posekany

Fred Mims made a motion to approve the policy listed above. Joe McHale second. Motion carried. Noting the Allan Thoms opposed.

OUT OF STATE TRAVEL/TRAINING –

Malinda Lamb - 10/16-18/17 - Omaha, NE - IC&RC Annual meeting – Malinda is the President of Iowa Board of Certification (IBC) and all costs will be covered by IBC; she is seeking work time.

Ken Popenhagen made a motion to approve the out of state travel. Keith Rippy second. Motion carried.

PUBLIC COMMENTS –

Gabe Schaapveld said that he did the CIT training and it was really good and the sheriff wants to get every staff member through this. He stated that the 6JD HRU staff is all planning on going through this.

Ken Popenhagen made a motion to adjourn. Jessica Peckover seconded. Motion carried. Board meeting ended at 2:35 p.m.

NEXT MEETING

The next meeting of the Board of Directors will be on September 8th, 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 _____