

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

BOARD OF DIRECTORS MEETING

Date: October 13, 2017

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

Board members present: Lisa Green-Douglass, Allan Thoms, Jessica Peckover, Ken Popenhagen, Joe Oswald, Dan Anderson, Shelby Humbles, Ben Rogers,

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

INTRODUCTIONS

Everyone present introduced themselves.

PRESENTATION

Vickie Kindl did a presentation on the 6JD work days. The history of Jack's pond was discussed.

REVIEW OF MINUTES

Ken Popenhagen made a motion to approve the September 8th, 2017 minutes. Shelby Humbles second. Motion carried.

DIRECTOR'S REPORT – Bruce Vander Sanden reported:

- Work days – he feels the work days went well. Gave staff some pride in our buildings and provided team building.
- NEO (New Employee Orientation) – The 6JD Developed our own orientation and has had 8-9 go through it already.
- IDOC came to Cedar Rapids on October 5th, 2017 for the 2nd half of our accreditation. Looked at any concerns and the 6JD received a lot of praise.
- Legislative Night will be held on Wednesday, November 8th from 6:00 – 8:00 p.m. with a Board meeting being held before at 4:30 p.m.
- 6JD leadership council – he stated that there were 30 applicants and he narrowed this down to 10; which was difficult. He personally talked to each person who applied and there will be a rotation of staff on this council. The first meeting will be held on Monday and he will report on this at a future meeting.

FISCAL REPORT –

Kevin Posekany went over the August fiscal information. He noted that state appropriations are on track. He discussed that some expenses are paid quarterly or yearly and that makes the percentages look high for current date.. He noted that the 6JD is right where we need to be and in good shape.

Shelby Humbles made a motion to approve the August financials. Fred Mims second. Motion carried.

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ADVISORY COMMITTEE REPORTS –

- Southern: n/a
- Northern: n/a
- Client Services: n/a
- Law Enforcement: n/a
- Cultural Competency: Shelby Humbles reported that this committee is looking for more committee members. Allan Thoms gave Shelby Humbles a couple of names to contact. Shelby Humbles stated that the committee members decided to change the meeting time to 11:30am. It was noted that Monica Challenger talked to the Grant Wood AEA about the program with the 7th grade girls at Coe. She didn't feel there was enough diversity involved in this and it wouldn't be a good fit for the recruiting strategy. Talked about youth academy and Greg Fitzpatrick is involved with one through the Cedar Rapids Chamber of Commerce. He feels it's a good strategy to try to recruit more young candidates. Maybe go into the high schools and it was noted that we have gone to a few. This committee discussed interviewing and reviewed some questions that were found.

OLD BUSINESS – n/a

NEW BUSINESS –

- Legislative Night: November 8th, 2017 Angela Brubaker handed out the invite and the topics were reviewed. The Board meeting will be held at 4:30 p.m. beforehand. Allan Thoms suggested giving an update on ANCHOR Center noting to the legislators that it's alive and well.

POLICY REVIEW – Policy was approved subject to some minor word-smithing. Ben Rogers asked about the Good Samaritan law and shelf life for the drug.

- 175-17 Opioid Overdose Intervention Narcan (Naloxone) – Greg Fitzpatrick

Ben Rogers made a motion to approve the policy listed above. Jessica Peckover second. Motion carried.

NEW BUSINESS – continued

- Director Evaluation – Allan Thoms requested an opportunity to go into executive session.

Fred Mims made a motion to go into closed session at 2:00 p.m. per Iowa Code Chapter 21.5, I.i. Jessica Peckover second. Motion approved.

Roll call: Ayes: Allan Thoms, Shelby Humbles, Ken Popenhagen, Jessica Peckover, Joe Oswald, Fred Mims, Ben Rogers, Lisa Green-Douglass, Dan Anderson

Nays – n/a

Angela Brubaker was also in attendance.

Ben Rogers made a motion to go out of closed session at 2:25 p.m. Lisa Green-Douglass second. Motion carried.

Roll call: Ayes: Allan Thoms, Shelby Humbles, Ken Popenhagen, Jessica Peckover, Joe Oswald, Fred Mims, Ben Rogers, Lisa Green-Douglass, Dan Anderson

Nays – n/a

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Ben Rogers made a motion to accept the evaluation as presented which includes praise for a job well done. Allan Thoms will present the evaluation to Bruce Vander Sanden after this meeting and thank him on behalf of the Board for a job well done. Lisa Green-Douglass seconded. Motion carried.

- Other: n/a

OUT OF STATE TRAVEL/TRAINING – n/a

PUBLIC COMMENTS – n/a

OTHER:

Dan Anderson made a motion to adjourn. Joe Oswald seconded. Motion carried. Board meeting ended at 2:25 p.m.

NEXT MEETING

The next meeting of the Board of Directors will be on November 8 , 2017 at 4:30 p.m. prior to Legislative Night at the Correctional Services Complex, 951 29th Avenue SW, Cedar Rapids, Iowa.

Submitted by Angela Brubaker, Board Secretary

Approved by _____