

**SIXTH JUDICIAL DISTRICT  
DEPARTMENT OF CORRECTIONAL SERVICES**

**BOARD OF DIRECTORS MEETING**

Date: February 2, 2018

Location: 951 29<sup>th</sup> Avenue SW, Cedar Rapids, Iowa

Board members present: Allan Thoms, Dan Anderson, Jessica Peckover, Ken Popenhagen, Lisa Green-Douglass, Ryan Schnackel, Joe Oswald, Shelby Humbles, Monica Challenger, Fred Mims

Staff members present: Bruce Vander Sanden, Malinda Lamb, Greg Fitzpatrick, Kevin Posekany, Kelly Schultz, Angela Brecht, Cynthia Dennis, Gabe Schaapveld

Guest: Sally Creamer, IDOC

**INTRODUCTIONS/WELCOME GUESTS**

Everyone present introduced themselves.

**PRESENTATION**

Kelly Schultz provided an overview of the Public Safety Assessment (PSA). This instrument is addressing pretrial reform, focusing on failure to appear and new offenses. The PSA uses static factors and does not require an offender interview. Once the data is inputted, it will print out the score that indicates a recommendation. The judge still has discretion. Stakeholder trainings are scheduled for the end of February or the beginning of March.

**POLICY REVIEW – Policy was approved as presented.**

1. 2540-18 Extended Transition Program (ETP)/ Day Reporting (DR) – Cynthia Dennis  
This is performance based, not time based. Protective and stability factors are the focus. They control their own path.

Fred Mims made a motion to approve the policy listed above. Shelby Humbles second. Motion carried.

**ELECTIONS**

Fred Mims made a motion to keep the same slate (Allan Thoms – chair, Ken Popenhagen – 1<sup>st</sup> Vice Chair, Ben Rogers 2<sup>nd</sup> Vice Chair; Executive committee: Ben Rogers, Fred Mims, Jan Kazimour, Ken Popenhagen and adding Shelby Humbles). Lisa Green-Douglass second. Motion carried.

**REVIEW OF MINUTES**

Allan Thoms mentioned the felon restriction list and that this should be reviewed. Bruce Vander Sanden said legislation has been introduced that removes the criminal history question from employment applications but employers are still allowed to check it before offering a job.

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Joe Oswald made a motion to approve the 11/08/17 and 12/08/17 minutes. Lisa Green-Douglass second. Motion carried.

### **DIRECTOR'S REPORT – Bruce Vander Sanden reported**

- He is making the rounds to staff meetings – five since the last board meeting. Most questions are about the budget and IPERS. He answers these questions to the best of his ability. The 6JD commitment is to keep our staff employed.
- We had two Christmas events, one in Coralville and Cedar Rapids.
- He attended the directors meeting, management team, Strategic planning, and presented at the 6th DCS new employee orientation (NEO).
- He attended a meeting with IMCC regarding hard to place clients. There are a lot of hard to place clients and talked about appropriate referrals for ANCHOR. They talked about restrictions and they will have a bigger meeting in a couple of weeks with all wardens and directors.
- Cathy Franzenburg, the Toledo supervisor retired. Had a nice going away dinner for her.
- He went to the legislative breakfast that was held yesterday and it was well attended. DOC Board meeting was after.
- The current budget .9% cut; which is a cut of \$132,000, will probably be a permanent cut. He said we are always reviewing options. One thing that is a mixed blessing – retirements and open positions help with this.
- 6JD does elearning on sexual harassment training for each staff and this started in 2009. Each staff member has to pass this annually.

### **FISCAL REPORT FY18**

November and December – Kevin Posekany reported. The reduction/budget cut won't show up until April probably. With employee health insurance changes starting Jan 1<sup>st</sup>, this will assist with costs also.

Ken Popenhagen made a motion to approve the November and December budget as presented. Shelby Humbles second. Motion carried

### **ADVISORY COMMITTEE REPORTS**

- Southern (12/12/17) – Ryan Schnackel wasn't in attendance but said they went over the committee updates, started industries curriculum. He will talk to Joey Matousek about the "In Your Shoes" program and if this can be done at churches. There is training the end of this month in Iowa City on this. ODARA – when someone gets arrested on a domestic assault, law enforcement does a questionnaire with the client and the judge reviews the ODARA score and uses this to decide if they are high risk or not. IDAP is the domestic abuse program and we are working on getting more facilitators and rectifying this.
- Northern (next meeting 3/20/18)
- Client Services (next meeting 4/12/18)
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- Law Enforcement – Greg Fitzpatrick said there were two major topics – the PSA presentation went well (same presentation that the 6JD Board received today). Bruce Vander Sanden started the discussion about succession planning. Not a whole lot of different approaches. Law Enforcement is struggling to get enthusiastic, qualified candidates. Looking at going to schools and internships. The 6JD has several internships, and a lot of them have been hired here. A lot of these are from Mt. Mercy.
- Cultural Competency – Elections of positions was done and they discussed adding members to the committee. Each member made a commitment to reach out to appropriate potential members and will direct them to Bruce Vander Sanden. Allan Thoms brought up two candidates for mayor that he felt would be good. Strategies on recruitment and minorities were discussed. The 6JD is creating a recruitment video.

### **OLD BUSINESS**

- ANCHOR – Malinda Lamb said that the clients worked on a dollhouse and accessories that was found in rough shape at the Toledo office. They try to incorporate as many skills as possible. Allan Thoms said we have this big call for mental health services, we have the ANCHOR Center and it's not full. This is an opportunity and maybe we should look at how we can assist with filling this facility. Jessica Peckover spoke up and said a lot of legislation feels that we need to focus on community services to prevent clients from going into ANCHOR and services for them after they come out of ANCHOR. There is a lot of recommendations to legislators for better crisis services in the community to prevent clients going to the ANCHOR Center or the ER. She feels the push should be community based services. Sally Kreamer said she thinks this is correct. She said there is a lot of sex offenders that need places to go after their sentence is complete. They have dementia, severe health issues, and other special needs.
- Other – n/a

### **NEW BUSINESS**

- Other – n/a

### **CONTRACT REVIEW – n/a**

### **OUT OF STATE TRAVEL/TRAINING –**

Cynthia Dennis, Lainie Smith, Dave Boote, and Gabe Schaapveld from 3/25 – 27/18 to St. Louis, MO for the Bureau of Prisons Regional Contractors' Training Conference; required training; total costs for all is \$1,611.67 and work time.

Lisa Green-Douglass made a motion to approve the listed out of state travel. Shelby Humbles seconded. Motion carried.

### **PUBLIC COMMENTS – n/a**

Sally Kreamer noted that the 6JD does a great job on outcomes and prioritizing needs and it's important for this Board to know that. Good outcomes here at the 6JD.

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**OTHER** –n/a

Lisa Green-Douglass made a motion to adjourn. Shelby Humbles seconded. Motion carried.  
Board meeting ended at 2:35 p.m.

**NEXT MEETING**

The next meeting of the Board of Directors will be on March 9<sup>th</sup>, 2018 at 1:00 p.m. at the Correctional Services Complex, 951 29<sup>th</sup> Avenue SW, Cedar Rapids, Iowa.

Submitted by Angela Brubaker, Board Secretary

Approved by \_\_\_\_\_