

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

BOARD OF DIRECTORS MEETING

Date: June 8, 2018

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

Board members present: Allan Thoms, Ken Popenhagen, Monica Challenger, Shelby Humbles, Lisa Green-Douglass, Joe Oswald, Rick Primmer, Ryan Schnackel

Staff members present: Bruce Vander Sanden, Greg Fitzpatrick, Kevin Posekany, Angela Brecht, Gabe Schaapveld

Guest: Jerry Bartruff, IDOC Director

INTRODUCTIONS/WELCOME GUESTS

Everyone present introduced themselves.

PRESENTATION

Bruce Vander Sanden presented the PowerPoint he presented at the IDOC Board meeting on May 4th. The recruiting video will be emailed out for the Board to review.

REVIEW OF MINUTES

Allan Thoms asked to add a statement about what an asset Jessica Peckover was to the 6JD Board as she is relocating to Texas. Jerry Bartruff added that Jessica Peckover was an excellent resource to Johnson County and was consistent in her work at the state level. Lisa Green-Douglass agreed. Also correct the date of the next meeting.

Lisa Green Douglass made a motion to approve the April 20th, 2018 minutes with noted amendments. Shelby Humbles second. Motion carried.

DIRECTOR'S REPORT

- IDOC Board meeting was at the Faches Center on May 4th.
- Two day APPA management team training on May 24th and 25th. The training was developed and trainers were trained through the SRR grant. The three topics covered were: Transition to Supervisor, Emotional Intelligence and Coaching/Mentoring.
- Excited about a new training program that was purchased called BizLibrary. This will include micro learning modules.
- Had PREA audit of the Hinzman and Nelson residential facilities and we passed.
- Surprise fed audit as required by the contract and no issues identified.
- ICA had their conference in Iowa City and Rod Courtney got Agent of the Year award.
- Sally Kreamer and Steve Dix came to the 6JD and talked about the budget.
- Bruce Vander Sanden has been asked to be part of a panel for a public safety forum. They will focus on rural county issues.

Board of Director's Meeting Minutes (6/8/18)

Page 2

- Jeff Wright, the Chairman of the BOP, will be coming to tour our facilities. Two members of the legislative caucus staff are coming for a tour also.
- Embarking on an exciting project.
 - ANCHOR Center will become a gender-responsive building for women.
 - All aspects of supervision for women will be done at the ANCHOR Center.
 - This will be a seamless model.
 - The ANCHOR Center will continue to address co-occurring issues.
 - This project is completely staff driven. BizLibrary will be used by staff to assist with creating this.
 - Allan Thoms asked if we will be able to track progress better and the 6JD believes so. Bruce Vander Sanden said this is something that the workgroup has been tasked to include in creating this.
 - Jerry Bartruff said he's confident that the 6JD is addressing an emerging need.
 - Allan Thoms asked about dropping the men's programming.
 - Lisa Green-Douglass stated that this seems more efficient to her.
 - Allan Thoms had some concerns and would like to continue this discussion at a later date. He would like to know how we can serve more clients with the same amount of staff.
 - Joe Oswald feels this is creating a safer environment for females.
 - Gabe Schaapveld said having the females and males in the same building is a logistical challenge and creates numerous problems. If you take the females and remove them and open those empty beds in LANC/GRHC and it can shorten the wait list.
 - Greg Fitzpatrick chimed in that the statistics are stating that the percentage of women with mental health needs is growing.

FISCAL REPORT FY18

Kevin Posekany went over the April fiscal information and FY19 budget in the packet. Expenses are under by 6% at this point in time. We are currently holding a couple of vacancies.

Lisa Green-Douglass made a motion to approve April financials and the FY19 budget as presented. Monica Challenger second. Motion carried.

ADVISORY COMMITTEE REPORTS

Southern – Next meeting is 6/12/18.

Northern – Ken Popenhagen stated Rod Courtney is retiring and we will try to have someone replace him in his office. Allan Thoms asked about the Marion police department sidewalks that Ben Keen reported are being developed. Bruce Vander Sanden said that Joe McHale, Marion Police Chief, mentioned that they are expecting businesses that develop around the area will be building more sidewalks.

Client Services – Next meeting 10/11/18.

Law Enforcement – The minutes will be covered at the next Board meeting.

Cultural Competency – Next meeting 6/14/18.

Board of Director's Meeting Minutes (6/8/18)

Page 3

OLD BUSINESS

- Other – n/a

NEW BUSINESS

- State Auditor's Office Project: Kevin Posekany said this is a statewide initiative. The state auditor's office is going back five years to verify when there was a change in wage for staff members and if it was valid. He was hoping to have them do this at the site visit. He noted that we are prepared for this.
- Governor Reynolds vetoed the PSA language and we will proceed until the end of the year and present on the impact it has. We will keep good documentation.
- Other – n/a

POLICY REVIEW –

2541-18 Resident Phone Usage + Form

Shelby Humbles made a motion to approve the policy noted above. Rick Primmer second. Motion carried.

CONTRACT REVIEW –

- Wellington Heights Lease
- SWAN Consulting
- R. Cole Consulting
- Kirkwood Lease

Shelby Humbles made a motion to approve the contract listed above. Rick Primmer second. Motion carried.

OUT OF STATE TRAVEL/TRAINING –

Cynthia Dennis, Dave Boote, and Lainie Smith are traveling on 7/22-24/18 to St. Louis, MO for BOP National Contractors Training; cost is approximately \$1470.67 and also requesting work time. This is to replace an earlier approved raining that was postponed.

Lisa Green- Douglass made a motion to approve the out of state travel request. Ryan Schnackel seconded. Motion carried.

PUBLIC COMMENTS – Jerry Bartruff said to keep up the good work in the 6JD.

OTHER –n/a

Lisa Green-Douglass made a motion to adjourn. Shelby Humbles seconded. Motion carried. Board meeting ended at 2:55 p.m.

Board of Director's Meeting Minutes (6/8/18)
Page 4

NEXT MEETING

The next meeting of the Board of Directors will be on July 20th, 2018 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 _____