

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

BOARD OF DIRECTORS MEETING

Date: October 12th, 2018

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

Board members present: Ryan Schnackel, Lisa Green-Douglass, Allan Thoms, Joe Oswald, Shelby Humbles Jr., Shelly Kramer, Jan Kazimour, Keith Rippy, Monica Challenger, and Kenny Popenhagen

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

INTRODUCTIONS/WELCOME GUESTS

Everyone introduced themselves.

REVIEW OF MINUTES

Shelby Humbles Jr. made a motion to approve the August 10, 2018 minutes. Lisa Green-Douglass Seconded. Motion carried

Allan Thoms asked about Linn County renting space at the Wenzel Center; Bruce Vander Sanden hasn't heard anything yet and will follow up with them.

PRESENTATION: National Night Out – Ben Keen

Ben Keen presented a PowerPoint on this event.

Allan Thoms asked about HRU awareness increasing? Ben Keen said people recognize the HRU vehicles and are starting to know what they do.

DIRECTOR'S REPORT – Bruce Vander Sanden reported

- Completed four district dialogues. The email with the summary about these was shared with this board. Topic included: Infrastructure, recidivism, the ANCHOR Center restructure committee and the Leadership council.
- Starting a new 6JD leadership academy with eight participants.
- Working through Admin rules update with DCS and DOC. Local control was preserved during this process. He wanted to make the Board aware of this. Allan Thoms said it's almost impossible to get the rules review committee to back off, and it was impressive that they got them to change this.
- Attended ICA in Des Moines and the Directors meet at this conference. Polish delegate wants to form a five year partnership and exchange. The first group will travel in May 2019 and Bruce has been invited. Bruce presented the long term exchange possibility to the ICA board and they are interested in being the coordinating/supporting entity for the future.
- Held a New Employee Orientation recently and this went well and a lot of our staff participated in the presentations, as well as other districts.
- The ANCHOR Center restructuring group has made the conversion. They held a week long training prior to the first day. There will be a dedication ceremony on October 30th.
- Legislative night is November 14th at 6:00 p.m.

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- He said the data speaks for itself and he is proud of the work the 6JD does. He attended the last DOC Board meeting and they were touting the great work the 6JD does. Some data worth noting: for everyone one individual in the prison system, the 6JD has six on probation/parole. The state statistics report that for every one individual in prison, there are 3.3 on probation/parole.
- Handed out the audit report and noted the 6JD has no matters noted across the slate.

Allan Thoms asked for a presentation on the ANCHOR Center. Bruce Vander Sanden said once staff has this done we will send it out to the 6JD Board.

FISCAL REPORT

- FY18 Year End
- FY19 July & August

Kevin Posekany went over the information in the packet and noted some of the discrepancies. Fed rent reimbursement is at 82% we knew it was down and adjusted some expenditures. He noted that we have reduced the projection for FY19 for fed rent. Bruce Vander Sanden stated that the 6JD has had more fed monitors this year.

Lisa Green-Douglass made a motion to approve FY18 year-end data. Joe Oswald second. Motion carried.

Lisa Green-Douglass made a motion to approve the FY19 July and August fiscal reports with minor corrections. Shelby Humbles seconded. Motion carried.

ADVISORY COMMITTEE REPORTS

Southern (10/9/18 – will cover this at the next meeting)

Northern (next meeting 9/18/18)

Client Services (10/11/18 – will cover this at the next meeting)

Law Enforcement (9/5/18)

Bruce Vander Sanden said they discussed recruitment, public safety issues and briefed this committee on PSA and asked for input on issues they might have for the PSA. Employee recruitment was a main focus and this committee is contemplating hosting a criminal justice job fair including several CJ agencies next spring.

Monica Challenger recommended having some high school students attend something similar to this.

Lisa Green-Douglass noted that it would probably be good to reach out to junior high students and maybe doing something interactive, mini-camp maybe.

Cultural Competency (9/13/18)

Shelby Humbles said that he agrees that we have to start recruiting potential candidates at a younger age. He talked about Unsnapping and some of the interactions with the kids. He noted that we have to work with the schools. The 6JD is hosting an implicit bias training next Tuesday.

OLD BUSINESS

- By Laws – Update and Approval

Allan Thoms noted the gender balance and that we need to be aware of this and try our best to comply. He also noted on page 18 – Communication with staff. He wants to make sure we are compliant.

Ken Popenhagen made a motion to approve the by-laws. Keith Rippy seconded. Motion carried.

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- Directors Evaluation – this will be ready for the November meeting.
- Other

NEW BUSINESS

- Legislative Night reminder (11/14/18) Strike “candidates” from the invitation.
- Table of Organization

Lisa Green-Douglass made a motion to approve the 6JD DCS table of organization. Keith Rippy seconded. Motion carried.

- ANCHOR Center Ceremony – the invitation was included in the Board packet and the 6JD will do a press release.
- Other

POLICY REVIEW

- 919-18 Special Sentence Discharge – Malinda Lamb

Monica Challenger made a motion to approve the policy listed above. Shelby Humbles seconded. Motion carried.

CONTRACT REVIEW –

Resources for Human Development; Linn County DTC – Rob Metzger

Jan Kazimour made a motion to approve the contract listed above. Monica Challenger seconded. Motion carried.

OUT OF STATE TRAVEL/TRAINING – n/a

PUBLIC COMMENTS – n/a

OTHER

Lisa Green-Douglass made a motion to adjourn. Shelby Humbles seconded. Motion carried. Board meeting ended at 3:00 p.m.

NEXT MEETING

The next meeting of the Board of Directors will be on November 14th, 2018 @ 4:30 p.m. at the Correctional Services Complex, 951 29th Avenue SW, Cedar Rapids, Iowa.

Submitted by Angela Brecht, Board Secretary

Approved by _____