

Date: July 12, 2019

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

Board members present: Keith Rippy, Lisa Green-Douglass, Fred Mims, Monica Challenger, Jan Kazimour, Shane Kron, Ben Rogers, Susie Weinacht, Shelly Kramer, Chad Knott, Dan Anderson, Shelby Humbles

Staff members present: Bruce Vander Sanden, Kevin Posekany, Sue Morgan, Laura Strait, Tiffany Miller, Erin Peters, Josh Mertka, Brad Schumacher

Guests: Josh Lederman, Lederman Bail Bonds, Sally Kraemer

## **INTRODUCTIONS/WELCOME GUESTS**

### **PRESENTATION**

- 6JD DCS Garden Presentation – Tiffany Miller and Erin Peters went over a PowerPoint and explained how we are currently in our second growing season. A handout was provided explaining the Master Gardener Project in which funding is provided through the Iowa State University Extension & Outreach Master Gardener Program. This year's funding was \$2,000 and last year's was \$4,000. Board members were invited to visit the garden following the Board meeting.
  - DCS provides land, water and labor which are residential clients
  - Grant provides materials, plants, education – Clients attend educational class once or twice monthly and they learn how to weed, water, harvest, and what pests to watch out for. They have reached out to Drug Treatment Court and HACAP. There are mental health benefits to gardening that include relieving stress, anxiety, anger issues and it provides physical activity along with them receiving fresh organic food. Mulch was donated by Master Gardeners. Last year we harvested 322 pounds of produce which was donated to residential kitchen from 17 organic vegetables. In 2019 we planted 28 different types of produce. Future plans include developing a partnership with HACAP and want to donate to the community, developing job skills, reaching out to more clients.
  - Lisa Green-Douglass stated she is very impressed with the program. She made the following suggestions for future growth:
    - Harvesting seeds
    - Preservation measures
    - Developing a seed library
    - Client involved in planning the garden
  - Laura Strait stated she is very impressed with Tiffany and Erin who are the future of DCS.

### **REVIEW OF MINUTES**

Lisa Green Douglass made a motion to approve the May 10<sup>th</sup>, 2019 minutes. Monica Challenger seconded. Motion carried.

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

- FY19 closed out in good shape. There are carry forward funds which Kevin Posekany will overview in Financial Report. We did receive an additional \$230,000 funding added to our budget.

## **BOARD OF DIRECTORS MEETING**

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- New DOC Director -Dr. Beth Skinner, she has a wealth of knowledge. She started in the 6<sup>th</sup> Judicial District DCS as a Residential Officer at Hope House and worked her way up to Probation/Parole Supervisor. She is well versed in Community Based Corrections.
- The Poland trip was very productive. The correctional conference was well attended and many visits were made to CJ agencies in many jurisdictions. There was some discussion with economic development organizations. The requirement of asking applicants about their criminal past was not the norm in Poland. They will be sending a delegation here at the end of September.
- Ruth Zanoni, JD with Just Connect Iowa sent out an email regarding a Restorative Justice Reform training with speaker Kay Pranis who is internationally known, being held at the Cedar Rapids Library on July 17<sup>th</sup> @ 6:30 p.m. She is looking to do more work on this. An email will be sent to the Board regarding this training.
- Attended a LE roundtable coordinated by Linn County Board of Supervisor Stacy Walker. It has been meeting for some time and I was invited to join the group. Their current focus is addressing youth violence.

### **FISCAL REPORT – Kevin Posekany reported:**

- FY19 April and May on pages 4 and 5. Revenues at 98% collected. NOTE: Federal rent was one of the highest months; Jail Diversion grant a little behind but they are 3 months behind as they pay quarterly. Expenditures at 86% - 3 payrolls remaining to cover this fiscal year. NOTE: Equipment category – replaced HRU vehicle.
- FY20 Budget – State Appropriation \$230,000K higher, \$145,000 and funding a Community Treatment Coordinator (CTC) position, small amount for costs of Google. We are carrying forward approximately \$550,000 through May. We have 60 days following June 30<sup>th</sup> to pay all FY19 bills. We are upgrading the sprinkler system, which will include residential sprinklers, received \$150,000 from Legislature. Expenditures - 176 positions which includes new CTC. Personnel Travel Instate category includes \$60,000 for training. Food budget remains the same. Outside Repairs includes fire alarm and sprinkler system; we currently have a significantly old fire alarm panel.

Keith Rippey asked what is included in the Professional Services category – Kevin explained items such as PREA audit, contracts for nursing and ASAC.

Bruce Vander Sanden stated when we build our budget we are realistic with expenses and conservative when projecting revenues.

Ben Rogers made a motion to approve the FY 19 April and May fiscal reports. Dan Anderson seconded. Motion carried.

Susie Weinacht made a motion to approve the FY20 budget. Fred Mims second. Motion carried.

### **ADVISORY COMMITTEE REPORTS**

Southern (next meeting 8/13/19)

Northern (next meeting 7/16/19)

Client Services (next meeting 7/18/19)

Law Enforcement (held 6/5/19) See pages 7 & 8 – Shane Kron stated meeting was on employee recruitment and how to retain employees.

Cultural Competency (next meeting 9/12/19)

**BOARD OF DIRECTORS MEETING**

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**OLD BUSINESS**

- Other

**NEW BUSINESS**

- FY20 Purchase of Service Agreement – ratify (Executive Committee has approved these and needs Board to approve.

Ben Rogers made a motion to approve the FY20 Purchase of Service Agreement. Susie Weinacht seconded. Motion carried.

- Leadership Award – ratify (Executive Committee has approved these and needs Board to approve.

Ben Rogers made a motion to approve the Leadership Award. Fred Mims seconded. Motion carried.

- Other

**POLICY REVIEW – n/a**

**CONTRACT REVIEW – Ratify**

1. ASAC, DTC, \$55,000/annually
2. Toledo lease, Hlas - \$400/monthly
3. Wellington Heights lease, \$450/monthly
4. ASAC, Belle Plaine lease, \$100/monthly
5. Westwinds lease, \$2391/monthly
6. St. Luke’s Hospital, ANCHOR nursing, \$4500/monthly
7. Mary Lynn Betz, Toledo Cleaning, \$160/monthly
8. St. Luke’s Hospital, Federal Physicals, \$150/physicals
9. MH/DS of E. Central Office, Jail Diversion
10. RHD, Resources for Human Dev., Linn Co DTC grant
11. IA Consortium for Sub. Abuse, Linn Co DTC grant

Ben Rogers made a motion to approve the contracts listed above. Susie Weinacht seconded. Motion carried.

**OUT OF STATE TRAVEL/TRAINING – n/a**

**PUBLIC COMMENTS – none**

**OTHER** - Lisa Green-Douglass will not be at the September 13<sup>th</sup> Board of Directors meeting.

Monica Challenger made a motion to adjourn. Dan Anderson seconded. Motion carried Board meeting ended at 1:45 p.m.

**NEXT MEETING**

The next meeting of the Board of Directors will be on September 13<sup>th</sup>, 2019 @ 1:00 p.m. at the Correctional Services Complex, 951 29<sup>th</sup> Avenue SW, Cedar Rapids, Iowa.

Submitted by Sue Morgan, Interim Board Secretary

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