

**SIXTH JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES  
BOARD OF DIRECTORS MEETING**

Date: January 10, 2020

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

Board members present: Keith Rippey, Lisa Green-Douglas, Joe Oswald, Jan Kazimour, Fred Mims, Monica Challenger, Shelby Humbles, Jr., Shane Kron, Susie Weinacht, Royceann Porter, Michelle Canfield

Staff members present: Bruce Vander Sanden, Kevin Posekany, Sue Morgan

Guests: Josh Lederman

**INTRODUCTIONS/WELCOME GUESTS**

Everyone introduced themselves.

**REVIEW OF MINUTES**

Lisa Green-Douglas made a motion to the 9/13/19 and 11/13/19 Board Meeting minutes as presented. Monica Challenger second. Motion carried.

**DIRECTOR'S REPORT**

- Bruce was appointed to the Governor's Focus Group. Summary of Focus Group and all recommendations is part of the Board packet.
- Attended APPA along with two new supervisors who are participating in the Leadership Institute.
- National Institute on Corrections –the culture assessment and recommendation grant is currently soliciting qualified applicants.

**FISCAL REPORT**

Kevin Posekany explained the November financials that incorporates August-October budgets.

Susie Weinacht made a motion to approve the August – November 2019 fiscal reports. Monica Challenger second. Motion carried.

Kevin explained Amended Budget in which revenues decreased by \$10,000 due to cutback with Federal UA/s and an increase in expenditures of \$20,000 for future trainings and \$61,482 for Hinzman Center sprinkler system.

Joe Oswald made a motion to approve the Amended Budget. Susie Weinacht second. Motion carried.

**ADVISORY COMMITTEE REPORTS**

Southern (12/10/19) Page 11 – Updates on collaborative initiatives. Discussed Goodwill of Heartland that assists immigrants, refugees and persons coming out of prison.

Northern (next meeting 1/21/20) – N/A

Client Services (next meeting 1/16/20) – N/A

Law Enforcement (12/4/19) – Page 12 and 13 – discussed trying to hire qualified people

Cultural Competency (3/12/20) – N/A

**OLD BUSINESS**

Other

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**NEW BUSINESS**

- Governor's Focus Committee – Discussed in Director's Report. Place on next meeting's agenda.
- Director's Evaluation – Keith Rippy requested an opportunity to go into closed session.

Shelly Humbles made a motion to go into closed session at 1:45 p.m. per Iowa Code Chapter 21.5.1.i. Fred Mims second. Motion carried.

Roll call: Ayes: Keith Rippy, Lisa Green-Douglas, Royceann Porter, Joe Oswald, Jan Kazimour, Fred Mims, Shelby Humbles, Shane Kron, Susie Weinacht, Michelle Canfield  
Nays: N/A  
Sue Morgan was also in attendance.

Fred Mims made a motion to go out of closed session at 1:54 p.m. Shelby Humbles second. Motion carried.

Roll call: Ayes: Keith Rippy, Lisa Green-Douglas, Royceann Porter, Joe Oswald, Jan Kazimour, Fred Mims, Shelby Humbles, Shane Kron, Susie Weinacht, Michelle Canfield  
Nays: N/A  
Sue Morgan was also in attendance.

Fred Mims made a motion to approve Bruce Vander Sanden's evaluation. Susie Weinacht second. Motion carried.

Keith Rippy commended Bruce Vander Sanden on his hard work and dedication and how the Sixth Judicial District DCS is on the leading edge.

**POLICY REVIEW**

110-20 Use of Force  
156-20 Interventions + Form  
2202-20 DTC Team, Roles and Responsibilities  
2203-20 DTC General Supervision Standards  
2363-20 ANCHOR–Notification of Supervisory Staff  
2513-20 Residential Health Services + Forms

Monica Challenger made a motion to approve the above listed policies. Susie Weinacht second. Motion carried.

**CONTRACT REVIEW**

- Orbis Partners - for CR2 Training & oversight – the Executive Committee has already approved this contract needs to be ratified by the Board.

Susie Weinacht made a motion to ratify the Orbis Partners contract. Fred Mims second. Motion carried.

- Hinzman Sprinkler System - the Executive Committee has already approved this contract needs to be ratified by the Board.

Susie Weinacht made a motion to ratify the Hinzman Sprinkler System contract. Shelby Humbles second. Motion carried.

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**OUT OF STATE TRAVEL/TRAINING**

The Executive Committee has already approved the out of state travel/training needs to be ratified by the Board.

Jan Kazimour made a motion to ratify the Out of State Training/Travel. Shane Kron second. Motion carried.

**PUBLIC COMMENTS**

No comment.

**OTHER**

N/A

Fred Mims made a motion to adjourn. Monica Challenger second. Motion carried. Board meeting ended at 2:03 p.m

**NEXT BOARD MEETING**

The next meeting of the Board of Directors will be on March 13, 2020 @ 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: \_\_\_\_\_