

**Sixth Judicial District Department of Correctional Services
Board of Directors Meeting
Friday, January 15, 2021, 1:00 P.M.
Linn Room | Zoom Teleconference due to COVID-19 Pandemic**

Keith Rippy, Board Chair, called the meeting to order at 1:03 p.m.

Board Present: Michele Canfield, Monica Challenger, Shelby Humbles, Shelly Kramer, Shane Kron, Fred Mims, Joe Oswald, Royceann Porter, Keith Rippy, Ben Rogers, Ryan Schnackel, Susie Weinacht

Absent: Dan Anderson, John Gahring, Jan Kazimour, Rick Primmer

Staff Present: Bruce Vander Sanden, Director; Laura Strait, Assistant Director; Rob Metzger, Division Manager; Vickie Kindl, Administrative Officer; Jodie Stoessel, Administrative Assistant; Michelle Reese, PPO III (union rep)

Guests: Theresa Graham-Mineart; Sally Kreamer; Stephanie Munsterman-Scriven; Terry Rhinehart

REVIEW OF MINUTES

Susie Weinacht and Shelby Humbles moved and seconded approval of the October 9, 2020 Board of Directors meeting minutes. Motion carried.

In order to accommodate the schedules of Ben Rogers and Ryan Schnackel, the agenda was adjusted to move the Financial Report and FY2021 Budget Amendment to be presented after the approval of minutes. Also, due to the requirement to go into closed session for the Director's Evaluation, public comments was moved up to after the "Policy review" item under board business to allow guests to be dismissed for the closed session.

FINANCIAL REPORT

Vickie Kindl, Administrative Officer, provided the December Financial Report and FY2021 Amended Budget.

Ben Rogers and Monica Challenger moved and seconded approval of the December Financial Report and FY2021 Budget Amendment as presented. Motion carried.

DIRECTOR'S REPORT

- Shared two videos, created by staff, highlighting the 2020 year in review.
- Introduced Dr. Rob Metzger as the new Division Manager. He replaces Sam Black who retired in December.
- Provided COVID and vaccination updates.
- The district received two grants (totaling approximately \$250,000) from the federal Edward Byrne Memorial Justice Assistant Grant (JAG) Program through the Iowa Governor's Office of Drug Control Policy. This will help equip us for continued virtual meetings and classes. The majority of these funds replaced desktop computers with laptops; bolstering our remote access capacity; and upgrading conference spaces with televisions, PCs and webcams.
- The Governor's FOCUS Committee on Criminal Justice Reform continued to meet over the summer and fall. The October 2020 report was included in the Board packet and can also be found here: <https://governor.iowa.gov/sites/default/files/documents/FOCUS%20Committee%20Report%202020.pdf?>

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- Damage from the derecho totaled over \$530,000. Brian Mullinnix, Residential Supervisor, and Vickie Kindl, Administrative Officer, have done an outstanding job exploring all options for the district to be compensated to the fullest extent possible.
- Thank you to DOC for working on our behalf to secure CARES Act funding for \$733,000, particularly when our local income has been significantly impacted due to the pandemic.

ADVISORY COMMITTEE REPORTS

- Southern (suspended until further notice)
- Northern (suspended until further notice)
- Client Services (suspended until further notice)
- Law Enforcement (suspended until further notice)
- Culture Competency (last meeting on 1/14/21) – Fruitful conversation centered on the Racial Disparity Report and the district's response to it. The committee shared resources with staff. Hiring practices discussion also ensued.

BOARD BUSINESS

1. FY2021 Budget Amendment (see above)
2. FY2021 Uprust contract - ratification
Shelby Humbles and Susie Weinacht moved and seconded to ratify the contract. Motion carried.
3. Policy review
 - a. S006-20 Severe Weather/Emergency Closing
Joe Oswald and Monica Challenger moved and seconded to approve the above listed policy.
4. Director's Evaluation – Closed Session
5. Other – None.

PUBLIC COMMENTS

None

CLOSED SESSION: DIRECTOR'S EVALUATION

In order to discuss the annual performance review of Director Bruce Vander Sanden, Monica Challenger made a motion at 1:38 p.m. to move into Closed Session according to Iowa Code 21.5.1.i. Susie Weinacht seconded. Motion carried.

Roll call: Michele Canfield; Monica Challenger; Shelby Humbles; Shane Kron; Fred Mims; Joe Oswald; Royceann Porter; Keith Rippy.

Also present: Jodie Stoessel.

Fred Mims made a motion at 1:47 p.m. to end the Closed Session. Susie Weinacht seconded the motion. Motion carried.

Roll call: Michele Canfield; Monica Challenger; Shelby Humbles; Shane Kron; Fred Mims; Joe Oswald; Royceann Porter; Keith Rippy.

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Also present: Jodie Stoessel.

Upon return to regular session, Fred Mims and Susie Weinacht moved and seconded approval of the following action by the Board of Directors:

Approve the performance evaluation of Director Bruce Vander Sanden with amendments as discussed. Motion carried.

The next Board meeting will be held on **March 12, 2021**.

There being no further business coming before the Board, Fred Mims and Royceann Porter moved and seconded to adjourn the meeting at 1:50 p.m. Motion carried.

Respectfully submitted by:

Jodie Stoessel, Board Secretary

Approved by Board:

Keith Rippy, Board Chair