

**Sixth Judicial District Department of Correctional Services
Board of Directors Meeting
Friday, March 12, 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: Monica Challenger, Bill Faircloth, Shelby Humbles, Shelly Kramer, Shane Kron, Fred Mims, Joe Oswald, Royceann Porter, Keith Rippy, Ben Rogers, Susie Weinacht

Absent: Michele Canfield, John Gahring, Jan Kazimour, Rick Primmer, Ryan Schnackel

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); Justin Wheatley, Residential Supervisor

Guests: Janet Abejo-Parker

STAFF PRESENTATION

Ryan Cizmadia, Residential Officer, and Lindsay Skelton, Probation Officer, presented on “The COVID Experience”.

Mercy opened up vaccinations to all staff today.

REVIEW OF MINUTES

Susie Weinacht and Ben Rogers moved and seconded approval of the January 15, 2021 Board of Directors meeting minutes. Motion carried.

DIRECTOR’S REPORT

- Continues to serve as an American Probation and Parole Association mentor for two mentees
- Continues to conduct weekly COVID calls with Management Team members and has been advocating for the vaccine for staff. Special thanks to Supervisor Ben Rogers for his assistance. As of today, Mercy Hospital has opened up vaccines to all 6th DCS staff.
- Met with KSL Research, our vendor for the workplace culture assessment, in a virtual meeting to discuss next steps. We are the first program that has taken this in-depth of a review with intentional action steps for follow-up. They hope to use what they learn to create a national model in the future. They are very interested in the topic of correctional fatigue.
- Attended the quarterly statewide meeting for the Justice Advisory Board. Much time was devoted to sex offender laws and school resource officer topics. Recommended for research and review of the sex offender laws and their effectiveness.
- Met with new Johnson County Sheriff Brad Kunkel and new Iowa City Police Chief Dustin Liston.
- Engaged in dialogue with Reform Alliance who is trying to introduce a major probation reform bill.
- Participated in DOC and DCS monthly meetings.
- Plans are underway for a celebration and recognition event for the 50th Anniversary of the 6th DCS in March of 2023.

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FINANCIAL REPORT

Bruce Vander Sanden, Director, provided the January Financial Report.

Joe Oswald and Fred Mims moved and seconded approval of the January Financial Report as presented. Motion carried.

ADVISORY COMMITTEE REPORTS

- Southern (suspended until further notice)
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- Client Services (next meeting on 4/6/21)
- Law Enforcement (last meeting on 3/3/21) – Resumed regular meeting schedule since suspended last year due to COVID. Will begin work to address challenges in recruitment and hiring by hosting a corridor joint criminal justice and corrections recruitment and job fair.
- Culture Competency (last meeting on 3/11/21) – Fruitful conversation centered on staff demographics, the Racial Disparity Report action plan, and pipeline ideas to assist with recruitment. Welcomed new member Lemi Tilahun.

BOARD BUSINESS

1. Board Elections
Fred Mims and Shelby Humbles moved and seconded to approve to reelect the current officers and Executive Committee membership from 2020 to continue on through 2021. Motion carried.
2. Table of Organization
Monica Challenger and Fred Mims moved and seconded to approve the Table of Organization as presented. Motion carried.
3. FY2021 Qualtrics contract – ratification
Fred Mims and Royceann Porter moved and seconded to ratify the contract. Motion carried.
4. PDQ approval for new PPO II position (Cedar Rapids residential)
Fred Mims and Susie Weinacht moved and seconded to approve two new positions (PPO II and Community Program Monitor) to add to Table of Organization. Motion carried. NOTE: These positions will be funded with local income.
5. Policy review – None
6. Out-of-state travel/training – None
7. Other – Keith announced that Linn County Mental Health Access Center had its grand opening last week. He commended Ben's work to see this project through. The services this access center provides is critical to our community and we are fortunate to have one in both Johnson County and Linn County.

PUBLIC COMMENTS

None.

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OTHER

Keith Rippy, Board Chair, recommended to move the May 14th meeting to June 11th to allow for efficiency in processing FY2022 contracts for Board approval.

Shelby Humbles and Ben Rogers moved and seconded to hold the next Board meeting on June 11th, 2021. Motion carried.

The next Board meeting will be held on **June 11, 2021**.

There being no further business coming before the Board, Shelby Humbles and Fred Mims moved and seconded to adjourn the meeting at 1:54 p.m. Motion carried.

Respectfully submitted by:

Jodie Stoessel, Board Secretary

Approved by Board:

Keith Rippy, Board Chair