

**Sixth Judicial District Department of Correctional Services**  
**Board of Directors Meeting**  
**Friday, August 13, 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, Shelly Kramer, Fred Mims, Joe Oswald, Royceann Porter, Keith Rippy, Ben Rogers, Susie Weinacht

Absent: Michele Canfield, John Gahring, Shelby Humbles, Jan Kazimour, Shane Kron, 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;

Guests: Jeannette Archer-Simons

#### **STAFF PRESENTATION**

Gabe Schaapveld, HRU Supervisor, and Rashar Morgan, Probation/Parole Officer, presented on the Five Year Strategic Plan.

#### **REVIEW OF MINUTES**

Monica Challenger and Ben Rogers moved and seconded approval of the March 12 and June 11, 2021 Board of Directors meeting minutes. Motion carried.

#### **DIRECTOR'S REPORT**

- Reverted back to weekly COVID calls with Management Team members. A mask mandate is in affect when social distancing cannot occur.
- Carrying over a considerable amount of carry forward from FY2021 due to unanticipated income streams—higher amount of federal rent, securing CARES Act funding midyear, insurance reimbursement from derecho with several projects yet to be completed.
- Continues to serve as a mentor for the American Probation and Parole Association. In addition to two of his mentees graduating, two Sixth DCS staff—Gabe Schaapveld and Drew Konicek—are also graduating this month.
- Participating in budget calls. DOC is receiving an additional \$20 million in allocations of which \$10 million has already been determined. Our share is \$361,990. The other \$10 million is yet TBD, but is intended to fill vacancies that institutions and CBCs cannot fund. Sixth DCS has requested \$414,000 for intervention expansion.
- Recently completed the federal audit, which was on site. Staff continue to do a tremendous job, as only minor findings are found and are corrected immediately.
- Hosting RISE (Reintegration Initiative for Safety and Empowerment) program (part of Fresh Start Ministries) ribbon cutting on Thursday, 9/9/2021 @ 1:30 p.m. Laura Strait sits on their Board of Directors. All Sixth DCS board members will be invited to attend.
- Securing commitment from Northern Advisory Committee members for 10/12/2021 meeting. This is the last advisory committee yet to resume since they were suspended due to the pandemic.
- Continue to participate in DOC and DCS monthly meetings.

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- Plans continue for the Sixth DCS 50<sup>th</sup> Anniversary celebration to be held March 2023.
- Met with Alliant Energy Foundation and ANCHOR Center staff to discuss potential funding for a bee project. This project could potentially be incorporated into a future industry to assist clients in developing new skills.

### FINANCIAL REPORT

Vickie Kindl, Administrative Officer, provided a budget update.

### ADVISORY COMMITTEE REPORTS

- Client Services (last meeting on 8/3/2021) – Shared agency updates and discussed goals for next year. Recently welcomed two new members, Rachel Leach from UIHC and Gabe Gluba from ASAC. Discussed future professional development opportunities including Jermaine Galloway’s (Tall Cop Says Stop) “High in Plain Sight” workshop, and potentially a session on cognitive processing therapy, or bringing in a speaker to discuss human trafficking.
- Culture Competency (next meeting on 9/9/2021) – No updates since last meeting. Updated minutes were included in meeting packet.
- Law Enforcement (next meeting on 9/1/2021) – No updates since last meeting.
- Northern (next meeting tentatively 10/19/2021)
- Southern (next meeting on 10/12/2021) - No updates since last meeting.

### BOARD BUSINESS

1. Policy Review
  - Fred Mims and Ben Rogers moved and seconded to approve policy 0055-21 Policy Against Discrimination. Motion carried.
2. Out-of-State Travel
  - Joe Oswald and Fred Mims moved and seconded to approve the out-of-state travel requests as presented. Motion carried.
3. Public Comments - None
4. Other –
  - a. Board bylaws are to be reviewed and approved every 3 years. Board members should review the bylaws (included in meeting packet) in advance of the October 8, 2021 meeting, sending any questions or comments to Director Bruce Vander Sanden in advance. These will be approved at the October 8, 2021 Board meeting.
  - b. Keith Rippey, Board Chair, asked Linn County Supervisor Ben Rogers for an update on the Mental Health Access Center, of which he provided.

### PUBLIC COMMENTS

None.

### OTHER

There being no further business coming before the Board, Monica Challenger and Ben Rogers moved and seconded to adjourn the meeting at 1:33 p.m. Motion carried.

The next Board meeting will be held on **October 8, 2021**.

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Respectfully submitted by:

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Jodie Stoessel, Board Secretary

Approved by Board:

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Keith Rippy, Board Chair