

**Sixth Judicial District Department of Correctional Services**  
**Board of Directors Meeting**  
**Friday, October 8, 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, Fred Mims, Joe Oswald, Keith Rippy, Ben Rogers, Susie Weinacht

Absent: Bill Faircloth, John Gahring, Jan Kazimour, Shane Kron, Royceann Porter, 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: Dawn Hansen (IDOC); Myrna Loehrlein

## **PRESENTATION**

Captain Brent Long from the Cedar Rapids Police Department provided an update on the community's Group Violence Initiative.

## **REVIEW OF MINUTES**

Ben Rogers and Fred Mims moved and seconded approval of the August 13, 2021 Board of Directors meeting minutes. Motion carried.

## **DIRECTOR'S REPORT**

- Provided four **District Dialogues** sessions at three different locations that included topics of 5-year strategic plan, criminal justice reform efforts, Agents of Change mindset, performance reviews, intervention plan overview, fiscal update, and a Leadership Council update on the workplace climate assessment.
- **Use of prison report** – See report included in meeting packet. Research Director, Sarah Fineran, created an executive summary report *Direct Sentencing Outcomes and Community Corrections Efforts Result in Less Imprisonment in the 6<sup>th</sup> Judicial District*. This report reflects that the 6<sup>th</sup> DCS uses prison as a consequence as a last resort. The district is way below the state average and Iowa as a whole is in the bottom 1/3 of the country for use of incarceration as a consequence.
- Have partnered with **deNovo Marketing** to work on the “agent of change” brand and to create a recruitment video.
- Hosted a 2-day **Frontline Supervisor training** facilitated by IDOC.
- Held the **RISE ribbon cutting** on 9/9/2021 (Reintegration Initiative for Safety and Empowerment). It is a program that provides resources and support to those that were formerly incarcerated. Assistant Director Laura Strait serves on their Board. Lieutenant Governor Gregg and IDOC Director Skinner were in attendance.
- Weekly **COVID calls** continue and will adjust the frequency accordingly.
- Partnering with **U of I** to **study** the impact the pandemic had on client success.
- He has been serving on the **Justice Advisory Board**.

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- Will be partnering with the **Cedar Rapids Public Library** regarding their new initiative of a “human library”. Members will be able to check out a human being (e.g. formerly incarcerated individual, a homeless person, a person with substance abuse issues, etc.) and listen to their story.
- Will be assisting with the **Expungement Clinic** and providing a consumer base.
- **Legislative Night** will be Thursday, November 4<sup>th</sup> from 5:30-7:30 p.m. All Board members are invited to attend.
- Four (4) individuals will be attending the upcoming **APPA Executive Summit**. The district also plans to sponsor two more staff to attend the APPA Leadership Institute next year.

### FINANCIAL REPORT

Vickie Kindl, Administrative Officer, provided a budget update.

Ben Rogers and Monica Challenger moved and seconded approval of the August Financial Report as presented. Motion carried.

### ADVISORY COMMITTEE REPORTS

- Client Services (last meeting on 10/5/2021) – Have had trouble getting a quorum the last two meetings. Are focusing efforts on providing a professional development event for Spring 2022 on the topic of human trafficking.
- Cultural Competency (last meeting on 9/30/2021) – Looking forward to collecting client feedback via a survey related to racial disparity treatment once the COVID impact survey is complete. Continue to offer Implicit Bias training and other professional development opportunities related to DEI. See also director’s update.
- Law Enforcement (next meeting on 9/1/2021) – No updates since last meeting. Updated minutes were included in the meeting packet. Continue to talk about recruitment and hiring processes to get qualified applicants and a diverse workforce.
- Northern (next meeting 10/19/2021)
- Southern (next meeting on 12/14/2021) - No updates since last meeting. October 12<sup>th</sup> meeting was canceled due to the All Department Picnic. Updated minutes were included in the meeting packet.

### BOARD BUSINESS

#### 1. **Board bylaws**

Board bylaws are required to be reviewed every 3 years. Discussed proposed changes to include: 1) changed timeline of membership from January 15 to March 31; 2) updated census information for weighted vote; and 3) updated authorization of contracts parameters to “over \$50,000 or when there has been a change in language to existing contracts” to reflect what the Board previously approved.

Shelby Humbles and Susie Weinacht moved and seconded to approve the Board bylaws as presented. Motion carried.

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2. **Legislative Night**

Bruce Vander Sanden, Director, shared the [Reform Alliance – Technically Illegal](#) video, emphasizing the need for us to tell our story and to educate the public. A Legislative Night is being planned for Thursday, November 4, 2021 from 5:30-7:30 p.m. The purpose of this event is to connect with legislative members to discuss solutions for a safer community. All Sixth DCS Board and advisory committee members are invited to attend.

**PUBLIC COMMENTS**

None.

**OTHER**

There being no further business coming before the Board, Monica Challenger and Shelby Humbles moved and seconded to adjourn the meeting at 1:46 p.m. Motion carried.

The next Board meeting will be held on **December 10, 2021**.

Respectfully submitted by:

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Jodie Stoessel, Board Secretary

Approved by Board:

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Keith Rippy, Board Chair