

Fifth Judicial District
Department of Correctional Services



FY17 Annual Report
July 1, 2016 – June 30, 2017

Serving 16 Counties in Central Iowa

Adair, Adams, Clarke, Dallas, Decatur, Guthrie, Jasper, Lucas, Madison,
Marion, Polk, Ringgold, Taylor, Union, Warren and Wayne

Message from the District Director

Dear Director Bartruff,

It is my privilege to present our FY2017 Annual Report, which includes a wealth of information about our activities and accomplishments during the past year. Again this year, our number one goal of having every staff member return home safe each night was achieved. Given the complexity of cases our staff work with, the personal home visits they conduct, and the dangerous situations our fugitive teams routinely face, it's very humbling to report this goal was met. The staff who train on personal safety, and the staff who adhere to the principles they've been taught, deserve all of the credit.

Going into FY17, we set out to expand our safety training, empower staff to be leaders through various process improvement committees, and recruit and hire the best applicants for employment within the District. I am pleased to report, we experienced successes in each of these areas, but plan to continue building on the successes going into FY18.

In October of last year, we completed our first annual safety scenario training at Camp Dodge. The purpose of the training was to expose staff to situations in a dynamic environment where they would be challenged to use a combination of therapeutic, de-escalation, and safety skills. The training team did an outstanding job of organizing the training, and in the end, staff left better prepared to perform their duties.

Our process improvement committees initiated a new color code for drug testing, a new personnel evaluation tool, designs for staff apparel, expanded our presence at community recruitment events, trained all staff on EAP, and are in the process of developing a training guide for probation and parole officers.

In FY17, we lost a number of experienced staff to retirement and promotional opportunities in other parts of our system. While it is hard to replace the institutional knowledge they all possessed, we were very fortunate to attract highly qualified candidates who have stepped-in and done a remarkable job of assuming these duties. From a hiring and recruitment perspective, FY17 was hugely successful.

Lastly, we addressed many of our infrastructure needs. While the list of needs is endless due to the age of many of our buildings, we were able to address many of the most critical. Some of the larger ones included a new roof at the WFSC, a boiler at Ft. Des Moines, and a new air conditioning unit for our server room.

In closing, I would like to extend my thanks and gratitude to the Fifth District DCS Board of Directors for their continued support and interest in helping our staff in achieving the positive outcomes detailed in this report. I would also like to recognize my fellow Directors in the other seven districts across the state, the Criminal Justice Coordinating Council, and the staff at DOC Central Office for their collaboration in making Iowa a national leader in community based corrections. Finally, I want to recognize the staff in the District for their efforts. All of the credit for the successes we've achieved are tied to their commitment to our mission. They have taken ideas and concepts and turned them into reality by their execution.

This report is submitted for filing with the Board of Supervisors of each county in the Fifth Judicial District per Iowa Code 905.4. This document reflects activities of the Fifth Judicial District Department of Correctional Services from July 1, 2016 through June 30, 2017.

Respectfully submitted,

Jerry L. Evans, Director
Fifth Judicial District Department of Correctional Services

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Fifth Judicial District Department of Correctional Services

Mission

We protect the public, employees, and offenders from victimization and we seek to help transform offenders into productive Iowa citizens.

Beliefs

People can change
Offenders can become stable, productive citizens and employees
Every person should be treated with dignity and respect
Our work efforts need to make people safer
Everyone must work as a team if we are to succeed

Vision

An Iowa with No More Victims



History and Overview

The Fifth Judicial District Department of Correctional Services was developed in the early 1970s, and includes sixteen counties in south central Iowa: Adair, Adams, Clarke, Dallas, Decatur, Guthrie, Jasper, Lucas, Madison, Marion, Polk, Ringgold, Taylor, Union, Warren and Wayne. The District has both the most populous county in the state (Polk) and the least populous county (Adams). The Department functions under the oversight of a 20 member Board of Directors consisting of one Board of Supervisor member from each of the 16 counties in the District, two judicial appointees, and two citizen appointees. The District's Director is hired by the Board of Directors.

The Fifth Judicial District is a community-based correctional organization providing a full spectrum of services; pre-conviction, post-conviction, and offenders in residential settings. The Fifth Judicial District is partially funded by the Iowa Department of Corrections through the Iowa State Legislature. The current total operating budget is approximately **\$27.8 million**, which includes approximately **\$6 million** of local revenues and grant funding. Hiring practices, technology and improved delivery of services have allowed us to embrace our mission to "protect the public, employees and offenders from victimization and we seek to help transform offenders into productive Iowa citizens".

At fiscal year end, the Fifth Judicial District currently supervises approximately **8,423** adult offenders, and has a total staff of **256**. The Fifth District operates offices in Adel, Chariton, Creston, Des Moines, Indianola, Knoxville, Osceola and Newton. The Fifth District has partnered with local government and law enforcement agencies and has staff co-located in the following communities: Ankeny, Perry, Guthrie Center, Winterset, Greenfield, Corning, Mount Ayr, Bedford, West Des Moines, Pleasant Hill, and Urbandale.

Fifth Judicial District
1974



1st Row— Walt Rollman, Jon Wade, James Harvey, Bob Borst

2nd Row— Dave Kramme, Bob Kendrick, Jim Youngquist

3rd Row— Diane DeMuelaneer, Norma Smith, Laurie Gooch, Ora McQueen, Val weaver, Coleen Eaton, Nancy Moore, Dave Clark, Anna Fala, Carmen Janssen, Pat Hill

4th Row— Orren Cairo, Christine Borgens-Hill, Steve Hampton, Barry Ill, John Johnson, Mark Miner, Gary King, Gary Rosberg, Connie White, Darlene Woods, Bob Bachman, Linda Youngquist, Gary Noel, Xavier Barron

LOCATIONS



1000 Washington
Des Moines, IA 50314
(515) 242-6604
 *Administration/Human Resources
 *Sex Offender Unit
 *Mental Health Unit
 *Low Risk Probation



910 Washington
Des Moines, IA 50314
(515)242-6680
 *Probation Department
 *Youthful Offender Program
 *Pre-Sentence Investigation
 *Support Services



Polk County Courthouse
500 Mulberry St
Des Moines, IA 50309
 *Intake (515)286-3925



Polk County Jail
1985 NE 51st Pl
Des Moines, IA 50313
(515)875-5750
 *Pretrial Release
 *Release with Services
 *Intensive Pretrial Release



Women's Residential Facility
1917 Hickman Rd
Des Moines, IA 50314
(515)242-6325
 *Fresh Start Women's Center



Fort Des Moines Correctional Facility
65 Gruber St Des Moines 50315
(515)242-6956
 *Domestic Unit/*Drug Court Program
 *Honors Program /*GPS Command Center



Fort Des Moines Residential Facility
68/70 Thayer St Des Moines 50315
(515)242-6956
 *OWI /*Work Release
 *Federal / *Probation/Parole



Adel Office
905 Main St
Adel, IA 50003
(515)993-4632



Chariton Office
PO Box 368
48559 Hy-Vee Road
Chariton, IA 50049
(641)774-8112



Creston Office
119 N. Elm St
Creston, IA 50801
(641)782-8556



Indianola Office
112 E. Salem
Indianola, IA 50125
(515)961-3095



Knoxville Office
110 N. 1st St
Knoxville, IA 50138
(641)842-6002



Newton Office
Jasper County Annex Bldg.
115 N. 2nd Ave E., Suite J
Newton, IA 50208
((641)792-1101

Board of Directors

***Mike King
(Chair)**

Judicial Appointment

***Tom Hockensmith
(Vice Chair)**

Polk County

Chief Judge Arthur Gamble

Judicial Appointment

Cheeko Camel

Citizen Appointment

Teresa Bomhoff

Citizen Appointment

Steve Shelley

Adair County

Linda England

Adams County

***Marvin McCann**

Clarke County

***Kim E. Chapman**

Dallas County

Robert Bell

Decatur County

Mike Dickson

Guthrie County

Denny Carpenter

Jasper County

Dennis Smith

Lucas County

Aaron Price

Madison County

Mark Raymie

Marion County

Lyle Minnick

Ringgold County

Jerry Murphy

Taylor County

Dale Cline

Union County

***Crystal McIntyre**

Warren County

***David Dotts**

Wayne County

***Executive Committee
Board Members**

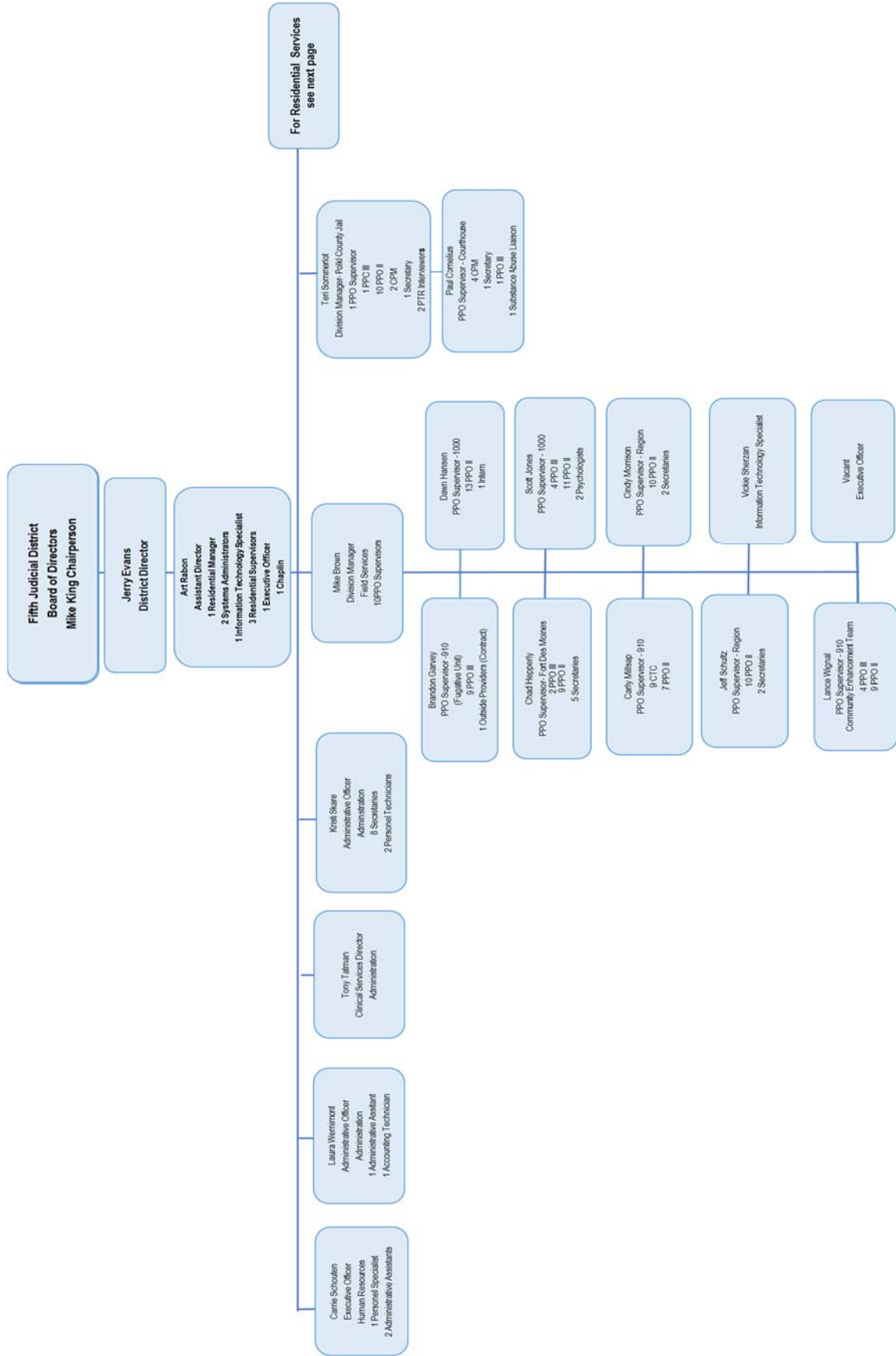
**To view Board Meeting Minutes,
please go to:**

<http://fifthdcs.com/BoardMeetingMinutes.cfm>

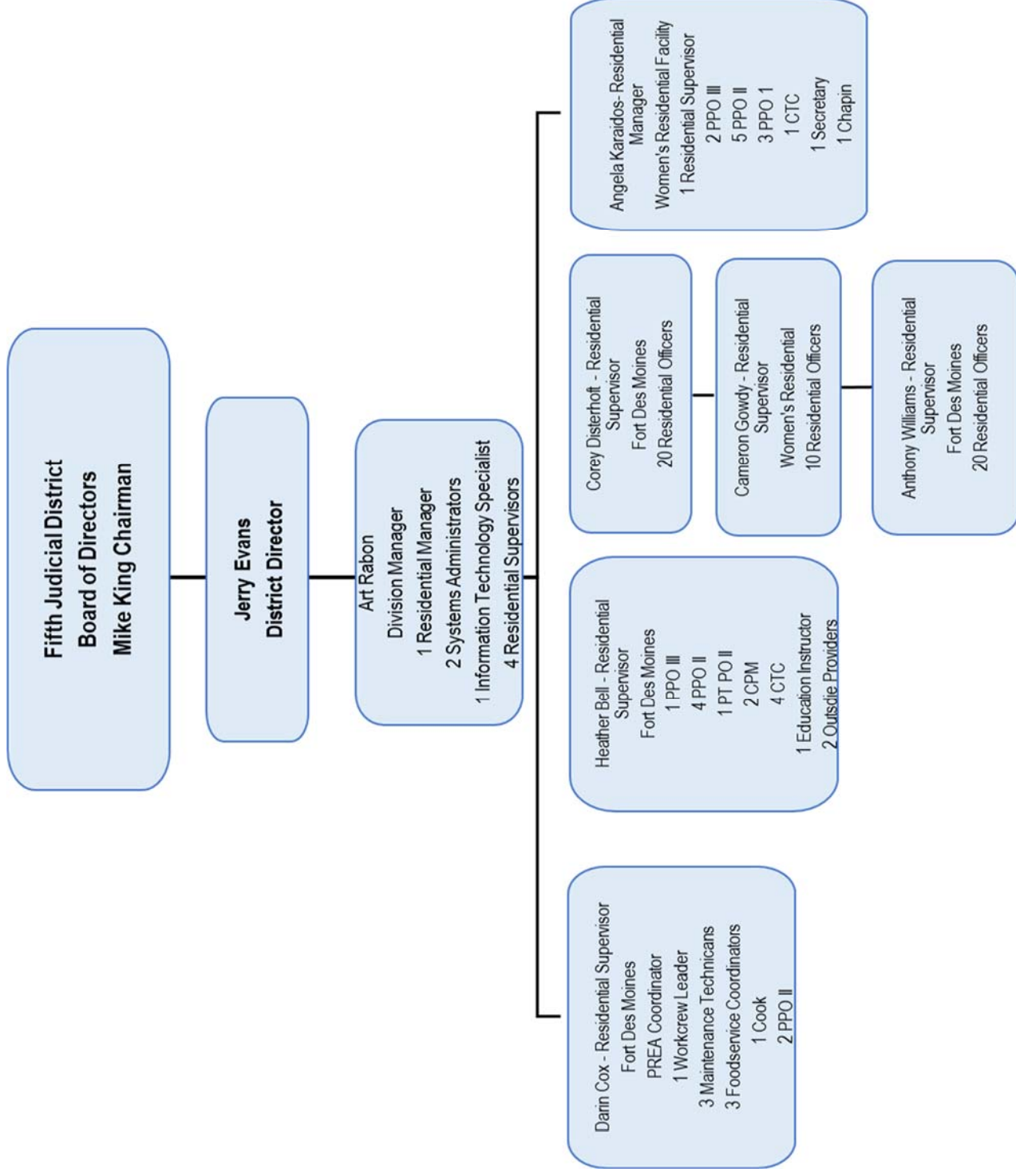
STRATEGIC PLAN FY 17 – FY19

OBJECTIVE	DEFINITION	POTENTIAL METRICS
1. Facilitate Positive Behavioral Change	Reduce Recidivism by Providing the Services Necessary for Successful Reentry	<ul style="list-style-type: none"> *Trauma Informed Care *Youthful Offender Program * Drug Court *IDAP *SOTP *MAP *Ongoing
2. Hold Offenders Accountable	Increase Security Standards at the Residential Facilities	<ul style="list-style-type: none"> *Eradicate K-2 in the Facilities by increasing room/strip searches *Ongoing
3. Protect the Public	Increase Community Presence; improve officer accuracy in scoring IRR/DRAOR and provide the appropriate level of supervision based on offender risk	<ul style="list-style-type: none"> *Mission Driven PHVs by PPO IIIs *Add PPO III for Region PHVs *Ongoing *Booster Trainings for Officers on IRR & DRAOR *June 2017
4. Improve Correctional Competencies	Coordinated Training via SRR and NIC on CCP and Next Generation; Implement SOTIPPS	<ul style="list-style-type: none"> *Booster Training for all Staff on CCP *June 2018 *Train Staff on Next Generation * September of 2016 *Re-Train Staff STATIC 99 * January 2017
5. Improve Outcomes in Men's Residential Facility	Develop and Day Program for Ft. Des Moines	<ul style="list-style-type: none"> *Pilot Day Program at Ft. DSM Work Release *Compare Outcomes to Residential APRIL 2019

Administration and Field Table of Organization



Residential Table of Organization



Field Services

The Field Services Division provides community supervision to pretrial, probation, and parole cases. Cases are assigned to officers based on the offender's level of risk, with the highest risk cases requiring more intensive supervision. High risk and intensive cases meet with their officer both in the office, and at their place of residence. Low risk cases typically do not require the officer to conduct home visits unless there is an issue. In every case, an inspection of the residence is conducted by the department prior to the offender discharging from prison. Officers utilize validated risk instruments and needs assessments as part of their supervision practices. The goal is to align available community resources and break down barriers in order to prevent future criminal behavior and protect the community.

Field Services Division houses the following units: Pretrial Release, Centralized Intake, Reduced Supervision, Probation and Parole, Interstate Compact, Presentence Investigation, Domestic Abuse/ISP, Mental Health, Support Services, the Warrant Team, Sex Offender Treatment Program and Youthful Offender Program/Probation.

Intermediate Criminal Sanctions

The Corrections Continuum is a sentencing option available to the Court under the Iowa Code 901B. The Corrections continuum consists of five levels:

- ◆ Level 1 – Non community-based corrections sanctions
- ◆ Level 2 – Probation and Parole which include monitored, supervised and intensive supervision sanctions.
- ◆ Level 3 – Quasi-incarceration sanctions are those supported by residential facility placement or twenty-four hour electronic monitoring.
- ◆ Level 4 – Short-term incarceration designed to be of short duration.
- ◆ Level 5 – Incarceration.

The law allows the Districts the authority to make administrative decisions regarding the supervision of community-based offenders within levels 2, 3 and parts of 4.

The Continuum:

- ◆ Uses a team approach to ensure fair and consistent decisions
- ◆ Uses intermediate community-based sanctions
- ◆ Provides immediate response to offender needs and accountability for behavior
- ◆ Reduces court time needed to conduct revocation hearings

Polk County Jail and Pretrial Staff



Shelly Silver, Kelly Forrester and Shelley Reese



Devin Hocking, David Hauser, Julie Thompson,
Gina Snuttjer

Reduced Supervision Unit

The new Reduced Supervision Unit (formally known as the low risk caseload) is designed to supervise non-violent cases whose scores (using an actuarial risk instrument) place them in a category that researchers suggest have a lower risk to commit a new offense. We have expanded this unit to supervise approximately **4200** offenders and added two more officers. The contact standards for this population is to meet with the offenders face to face every six months to verify that the conditions of their probation are being satisfied.

On average, we predict this unit will complete **200** new intakes, **180** discharges and **16** revocations per month. The cases are given specific court ordered conditions at their sentencing. The probation officers will work with these cases to make sure their conditions are satisfied prior to the end of their probation term. Typically, an offender will provide verification through certificates of completion and proof of payment of their fines and fees somewhere around month five of their supervision. Meeting these standards will make them eligible for early discharge at six months. The remainder of cases will remain on supervision until everything is satisfied. On average, this is around the ninth month of their supervision. If not completed by the 9th month, they will be taken back to court to determine additional sanctions. This could include having their supervision extended and/or increased to a higher level of supervision.



Donault Moore, Doug Whitlock, Jill Daye, Scott Jones, Ka-

Probation/Parole Unit

Probation is the supervised release of adjudicated adult individuals in the community as a result of a deferred judgment or suspended sentence. Probation is pre-incarceration. Probation provides an alternative to institutionalization whereby convicted misdemeanants and felons remain in the community under supervision by a Probation Officer. This unit served approximately **6,756** clients during this fiscal year. Risk assessments are used to determine what level of supervision they should be supervised. An assessment of their areas of need is conducted and case planning is developed to address those needs. Offenders are monitored through urinalysis testing, breath analysis, electronic monitoring/GPS, surveillance, collateral contacts and referrals to community agencies. Attempts to engage family and pro-social support is also an essential function of supervision.

Parole is the supervised release of an offender from a state correctional institution. Parole is post-incarceration. Parole provides for a period of supervision in the community by a Parole Officer. On average, Parole Officers served **1,194** clients. Risk assessments are used to determine what level of supervision they should be supervised. An assessment of their areas of need is conducted and case planning is developed to address those needs. Offenders are monitored through urinalysis testing, breath analysis, electronic monitoring/GPS, surveillance, collateral contacts and referrals to community agencies. Attempts to engage family and pro-social support is also an essential function of supervision. Offenders are offered various opportunities and resources to assist in successful re-entry into society and a crime free lifestyle.

Centralized Intake Unit

The Centralized Probation Intake Unit is housed in room B40 of the Polk County Courthouse and is staffed with four Community Program Monitors and two Secretaries. During FY16, the unit served **2,108** clients. All new probationers are sent to the Centralized Probation Unit immediately following sentencing or their release from jail. Probationers are signed up on probation which includes; gathering biographical information and a level of risk being assessed. The probationer is then given reporting instructions to meet with a specific probation officer at a later date.

Pretrial Release Unit

Historically, the purpose of pretrial release (PTR) was to assist judicial officers in making release decisions that were consistent and less dependent on release through financial means. However, pretrial release can also positively affect jail population and most importantly, assist in determining which defendants pose the least probability of failing to appear in court and/or obtaining new charges, and then allowing them to be released with no financial requirement. During this fiscal year, the Pretrial Release Unit served **772** new clients in the Des Moines area. In addition, **59** new intensive pretrial release clients were served. Different levels of release can be selected and requirements such as office visits, curfews, electronic monitoring, urinalysis, and treatment participation can be imposed. Since February 2017, the Polk County Pretrial Release Unit has been participating as a pilot site in the statewide implementation of a new pretrial risk assessment tool called the Public Safety Assessment or the PSA. While implementation won't occur until late 2017 or early 2018, we have worked, alongside our stakeholders, to develop a process that we feel will enable us to successfully implement the tool and assist our judicial officers in making risk-based release decisions.

Supervision Status

7/1/2016-6/30/2017

Supervision Status	Active at Start	New Admissions	Closures	Active at End	Offenders Served
Interstate Compact Parole	40	38	21	56	78
Interstate Compact Probation	160	111	100	161	271
No Correctional Supervision Status		1		1	1
OWI Continuum		5	2	1	5
Parole	1,154	944	583	1,190	2,098
Pretrial Release With Supervision	318	1,094	1,160	291	1,412
Probation	6,596	5,905	5,765	6,400	12,501
Special Sentence	155	44	23	172	199
Total	8,423	8,142	7,654	8,272	16,565

Region Offices

The Fifth Judicial District is made up of 16 counties. All 15 counties outside of Polk County are termed our "Region" counties, which are separated into a Western and Eastern half. During Fiscal Year 2017, the 15 Region counties served **4,271** offenders, at which point about **2,087** were under supervision in the region at any one time. Of those **2,087** under supervision, approximately **1,869** are on probation, **195** are on parole, and **23** are under Pretrial Release supervision.

The Western half of the Region consists of ten counties: Adair, Adams, Clarke, Dallas, Guthrie, Madison, Ringgold, Taylor, Decatur, and Union. Supervision is provided by 11 Probation/Parole Officer's and one Supervisor. Officers meet with offenders in Creston, Adel and Osceola, Madison County Law Enforcement Center, the Perry Police Department, Guthrie County Courthouse and the Adair County Courthouse.

The Eastern half of the Region covers five counties: Lucas, Jasper, Marion, Warren, and Wayne. Supervision is provided by nine Probation/Parole Officer's and one Supervisor. Officers meet with offenders in Newton, Knoxville, Pella Police Department, Chariton and Indianola. There is one Probation/Parole Officer in the Region that is responsible for Presentence Investigations and covers 11 counties.

Warren County has developed a unique and creative way of facilitating supervision and treatment for offenders battling substance abuse issues. Developed in 2010, the OWI Court is a collaborative effort between the Court, County Attorney, Defense Counsel, Fifth Judicial District, and local treatment agencies. During this fiscal year, OWI Court had 18 participants. Seven of the participants successfully completed supervision, 1 voluntarily withdrew, 3 were terminated, and 7 participants were pending at the end of this fiscal year.



Interstate Compact Unit

Interstate Compact is the transfer of an offender's supervision between states. Offenders supervised are usually on probation or parole and are handled similar to Iowa offenders under supervision. In addition, courtesy presentence investigations are performed for and by other states upon request. During this fiscal year, an average of **149** clients were served by the Interstate Compact Unit.

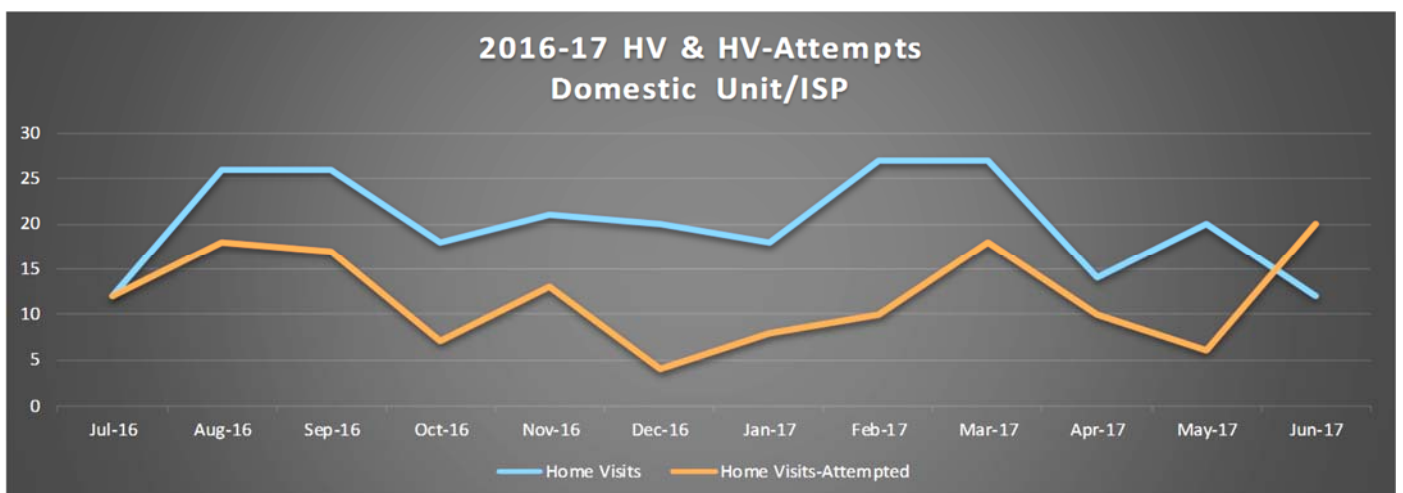
Presentence Investigation Unit

A presentence investigation (PSI) is a report prepared with the purpose of assisting the Court in determining an appropriate sentence. It is also used as a case management tool by correctional authorities (prison and probation) subsequent to sentencing. A PSI is required by Iowa Code on most felonies and can also be ordered at the discretion of the Court on misdemeanors. A presentence investigation contains a full life history report of the defendant and incorporates several assessments which assist in determining a sentencing recommendation. For fiscal year 2017, over **1300** long format and over **650** post format PSIs were completed.

Domestic Abuse/ISP Unit



The Domestic Abuse and Intensive Supervision Unit (ISP) consist of **3** PPO IIs, each supervising approximately **70-80** offenders for domestic abuse charges or related charges, and **2** PPO IIIs supervising approximately **30** high risk offenders. Our two PPO III Officers make up our ISP supervision continuum, which consist of higher contact supervision monitoring and home visits within the community. For FY17, our PPO III Officer's registered **241** successful Home Visit contacts with clients within the community while also recording **143** attempted home visit/client contacts. Domestic abuse offenders require close monitoring because they often continue to pose a significant threat to the victim and children. The unit focuses on collaboration with community agencies such as Children and Families of Iowa Family Violence Center, local law enforcement agencies, Iowa Legal Aid, medical personnel and the Polk County Attorney's Office in an effort to create a containment model of supervision for offenders convicted of domestic violence. Offenders must complete the Iowa Domestic Abuse Program per Iowa Code. The district continues to implement curriculum within the Iowa Domestic Program that utilizes the Acceptance and Commitment Theory approach, which is the next generation in cognitive restructuring programming. From June 30, 2016 to July 1, 2017, the Des Moines office had a count of **606** offenders served in attending and completing the IDAP curriculum. On average, the district would take on approximately **51** clients per month that were ordered to the Iowa Domestic Abuse program with approximately **33** of those clients coming to the Des Moines Probation-Domestic Abuse Unit. The unit remains committed to continuing to seek out new assessments and implement updated tools designed to help with victim safety, provide better response to offender risk indicators, and provide stronger relationships with community stakeholders in responding to domestic violence.



Special Programs

Drug and Alcohol Testing

The following table outlines the number of Urine Analysis Tests (i.e., UAs; drug screens) conducted in FY17.

Type	Negative	Positive	Total
Program Required UA's	9,272	966	10,238
Random UA's	4,307	1,014	5,321
Probable Cause UA's	193	142	339
Random Breath Analysis	1,399	58	1,457
Probable Cause BA	60	64	124
Program Required BT	10,339	114	10,453

Drug Court Program

Drug Court is a special court with the responsibility of handling cases involving drug-using offenders with the capability of comprehensive supervision, drug testing, treatment services and immediate sanctions and incentives. It is a diversion program designed to divert non-violent substance abusing offenders from the criminal justice system into treatment and rehabilitative programming.

The Fifth Judicial District's Drug Court has been operating since 1997. Drug Court convenes every Friday morning with a team conference reviewing each participant's progress. The Drug Court program is a minimum of (fifteen) 15 months and has five phases, including an "Alumni" phase where all Drug Court graduates get together monthly for fellowship and recreational outings. Alumni is facilitated by graduated Drug Court clients.

Non-violent drug offenders and drug related offenders are eligible for Drug Court. This includes offenders manufacturing for themselves to support their addiction and probation violators. A history of violence, including domestic abuse, possession or use of weapons may be excluding factors for admission into the program. Individuals with history of severe mental problems may also be excluded. Drug distributors and large-scale manufacturers are excluded.

All applicants must be screened prior to being accepted. A Substance Abuse Subtle Screening Inventory (SASSI 3) and Iowa Risk Revised Assessment are utilized to assess the offender. Further screening includes the Jesness and an intake offender self-assessment.

Sanctions and Approaches

Drug Court uses an escalating series of sanctions consistent with the Iowa Code and National Drug Court Model of Intermediate Sanctions. Actions are immediate, starting with the least intrusive, not imposed in anger or for reasons other than to obtain a change in behavior, with alternative positive behaviors provided following the sanction. Attempts are made to have a ratio of one (1) sanction to five (5) rewards. The goal is a long-term change extending beyond graduation from Drug Court. Drug Court clients also keep journals, complete written exercises, attend treatment programs and complete Community Service to address behavioral and attitudinal issues.

Goals

- ♦ Reduce recidivism among drug offenders by employing the most effective use of existing resources for substance abuse treatment.
- ♦ Alter lifestyle of the offender to return them to productive and sober citizenship.
- ♦ Present effective alternatives to prison overcrowding and early release issues.

Central Command Center

Electronic Monitoring System (EMS) is an adjunct to other community based correctional supervision and treatment. The goal of this program is to monitor compliance with offender movements in the community to enhance public safety. The District is utilizing the latest innovations in electronic surveillance to more effectively monitor high risk offenders. The District currently uses active monitoring units, mostly utilized on higher risk offenders.

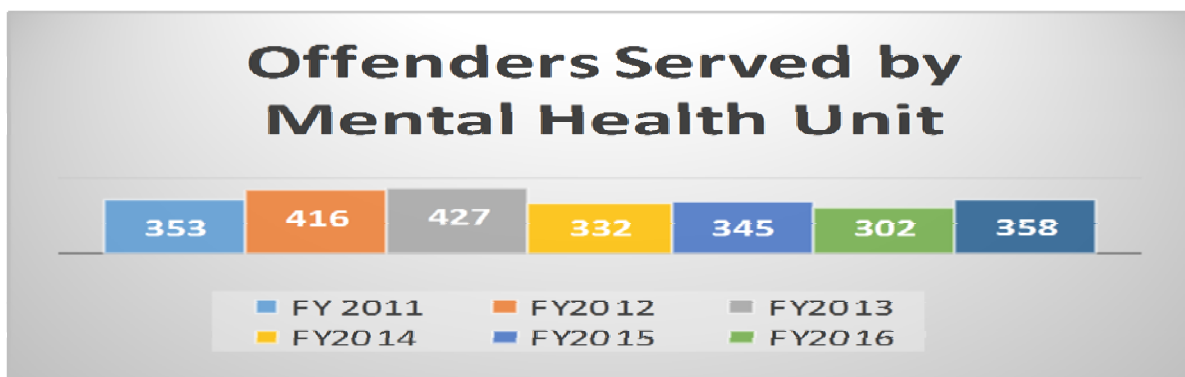
Global Positioning Satellite (GPS) is the most innovative electronic surveillance technology used by criminal justice agencies. The system combines GPS technology and advanced wireless communication protocols, flexible reporting and unique mapping capabilities to effectively track offenders twenty-four (24) hours a day, seven (7) days a week. The Central Command Center (CCC), located in Des Moines, Iowa, is the main information area. In addition to GPS, the District also utilizes an alcohol monitoring system along with a home curfew system to monitor high risk offenders.

The District's GPS equipment is used to monitor offender's whereabouts at all times. The CCC is immediately alerted when an offender is in violation of the GPS rules or is experiencing equipment issues that require immediate attention. If prompt action is needed, the CCC will contact designated District staff to respond accordingly.

Utilization of GPS, alcohol monitoring and home curfew units by District staff can enhance public safety while maintaining offender accountability. As of June 30, 2017, there were one hundred fifty (**150**) offenders being supervised by GPS, thirty-seven (**37**) offenders being supervised by home curfew units and twenty-six (**26**) offenders being supervised by alcohol monitoring systems.

Mental Health Unit

Created in 1998, the Mental Health Unit (MHU) provides supervision for offenders with severe and chronic mental health issues. In fiscal year 2017, the Mental Health Unit had **164** new admissions, and at the end of FY17, they were actively supervising approximately **200** offenders. Due to this population of offender's complex needs and the need for direct community involvement by the Probation/Parole Officer, the Unit is made up of specially trained PO's with advanced degrees and experience in mental health. The unit consists of four (**4**) PO's.



Support Services (SSC) Unit

The Fifth Judicial District created the Support Services Center (SSC) in 1999. Services include victim liaison services and a variety of evidenced based correctional treatment groups for offenders and educational groups for support persons of offenders. In fiscal year 2017, the SSC Unit had **1,258** new intakes and served a total of **1,545** offenders. The unit is comprised of nine (**9**) Community Treatment Coordinators. In addition, two (**2**) contract staff positions provide facilitation of court mandated domestic violence programming in Creston and Indianola.

Re-Entry Program

The Fifth Judicial District developed a reentry initiative in February 2009, which focused on providing culturally sensitive case management and programming to address the disproportionate number of African-Americans incarcerated and on supervision. Two Probation/Parole Officers were allocated to oversee this specialized caseload of African-American male offenders. Due to the growing caseload size along with proven, positive outcomes, the District allocated a third Probation/Parole Officer to this program in Fiscal Year 2013. Consistent with the Responsivity Principle, these officers have increased contacts with the offenders, conduct weekly groups and use a holistic approach of involving family, significant others and employers to help facilitate change and success for the offender. Offenders involved in the Re-Entry Program are identified during the supervision intake process and have been assessed as Intensive or High Normal in their level of supervision. Historically, this population has been found to be the most at risk for failure during supervision. In Fiscal Year 2017, the Re-Entry Program had **82** new intakes to the program and actively supervising **156** offenders. The Re-Entry Program served **238** offenders in FY17. The rates of recidivism among whites and African Americans used to have a large disparity in the past two reporting periods, there have been no statistical differences in recidivism rates between Non-Hispanic, whites and African American Offenders. These efforts were implemented in the Fifth Judicial District and First Judicial District.

Sex Offender Treatment Program

The Sex Offender Treatment Program (SOTP) provides intensive and highly specialized supervision and treatment to cases that have convictions for sexual offenses. The SOTP adheres to the Containment Approach Model, which is identified as one of the most effective models in managing individuals who sexually offend in the community, and includes close collaboration between Probation/Parole Officer's (PPO), treatment providers and truth verification examiners. Supervision includes therapeutic home visits, office visits, collaboration with collateral contacts (e.g., significant others & employers), global positioning satellite (GPS) monitoring, and drug and alcohol testing. Treatment and evaluations include psychosexual evaluations, risk assessments, as well individual and group counseling that use cognitive behavioral approaches. Truth verification techniques include routine and random polygraphs and/or computer voice stress analyzer examinations to measure adherence to treatment and supervision rules, and to help guide appropriate interventions. At the end of fiscal year 2017, the SOTP unit has three **(3)** Probation/Parole Officer III's, three **(3)** Probation/Parole Officer II's and two **(2)** Psychologists. This unit facilitates **19** different groups plus numerous individual counseling session during the month. Currently, the SOTP unit supervises approximately **359** offenders at the end of FY17.

Youthful Offender Program/ Probation (YOP)

The Intensive Youthful Offender Program (YOP) began in 1995 through the collaboration between the Fifth Judicial District, EFR, the Young Women's Resource Center, the City of Des Moines Parks Department, DMACC, Americorp, Workforce Development, Urban Dreams, the Hispanic Resource Center and a variety of school districts. This program involves qualified juvenile offenders waived to adult court on felony charges, as well as to young adults under the age of twenty-two who are charged with a first time felony. Offenders enter YOP on an Intensive Supervision pretrial status, which is determined by the Youthful Offender Staff, in coordination with the individual's risk score based on assessments. YOP Staff utilize evidence based practices in coordination with assessing actuarial risk/needs of offenders, enhancing intrinsic motivation, targeting interventions, skill training with directed practice, increasing positive reinforcement and engaging ongoing support from the communities in order to make permanent changes in the youthful offender's behaviors and lifestyle. YOP clients must advance through a level system which occurs based on their progress in the program including participation in a life skills program, community service and monitored education/employment requirements. In FY 2017, there were **58** offenders served in the Youthful Offender Program.

Warrant Team (Fugitive Unit)



The Fifth Judicial District has utilized the services of the Warrant Team since 1993. Warrant Team members are Certified Law Enforcement Officers in the State of Iowa. Services that the unit provides include:

- ♦ **Fugitive Apprehension** – The unit finds and arrests absconders of probation, parole, work release, residential facilities, and prison escapes. The unit made **1019** arrests in FY2017.
- ♦ **Home Visits** – Officers' conduct home compliance checks of high risk offenders at their residences. The unit conducted **2130** home visits this year with 760 more that were attempted.
- ♦ **Pre-Warrant Checks** - Officers check on offenders that are out of contact with their probation or parole officer to get them back into the office. This can avoid a warrant being issued for their arrest and reduces jail expenses. The unit conducted **130** pre-warrant checks in FY2017.
- ♦ **Home Placement Investigations** – Officers check and approve housing for offenders at the residential facilities as well as new parolees being released from prison. The unit conducted **171** Home Placement Investigations in FY2017.
- ♦ **Training of Fifth Judicial District staff** – Provide various staff safety trainings such as Home Visit Safety Scenario training and Drug Recognition training.
- ♦ **Sheriff's Work Alternative Program (SWAP)** – This program is a collaborative effort between the Fifth Judicial District and Polk County Sheriff's Office. Low risk jail inmates are released on an ankle bracelet and monitored by officers

Residential Facility Services

Residential Services provides supervision of offenders who demonstrate an inability or unwillingness to function under less restrictive supervision. Work Release services provide offenders a transitional period to become adjusted to working and residing in the community after incarceration. Programs available to offenders at the facilities include: HSET Educational Program, Transitional Housing, Halfway in Program, GPS/EMS, Community Service, Cross Roads Ministries, Sex Offender Treatment, Operating While Intoxicated Program and Treatment Program.

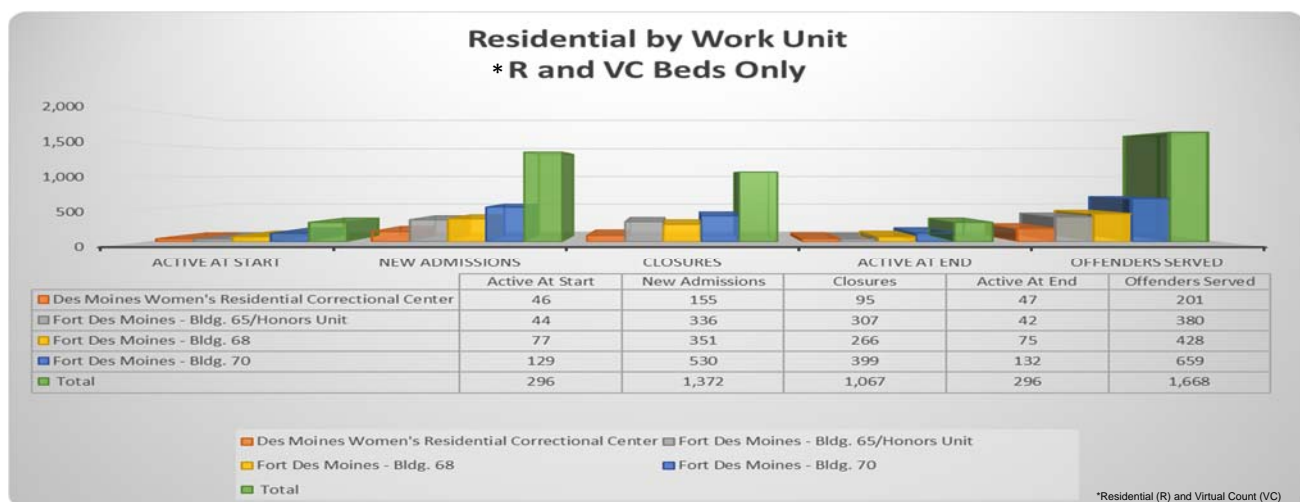
The Fifth Judicial District operates two (2) residential facilities that serve our sixteen (16) county area. We provide highly structured live-in supervision of problematic, high-risk and/or high-needs offenders. A myriad of treatment, education and related services are provided by the facilities. Offenders are sentenced by the court or Board of Parole, which grants work releases from one of the nine state prison facilities. We also provide a gradual release program for Federal Bureau of Prison's offenders that wish to eventually reside in the area.

The Men's Residential Correctional Facility (RCF) is located at the Fort Des Moines Complex at 68-70 Thayer Street in Des Moines and has the capacity to house **267** male offenders. The original site opened in 1971 at 65-66 Gruber Street. The complex contains six buildings, three of which sleeps offenders, one houses kitchen operations that produce **1200+** meals daily, one houses maintenance staff that provide services for the District and one is a warehouse that stores all the necessities that keep our operations moving. The Central Command Center is also located here and provides statewide real-time tracking of offenders required to participate in electronic monitoring such as GPS and EMS. We also operate an outpatient treatment program from this location.

The Fresh Start Women's Center (FSWC) operates as a central campus for the majority of female offenders on supervision in Polk County. As well, FSWC maintains a **48** bed residential facility with one additional room for a mother to reside with her child. Offenders in our residential program are sentenced as a condition of probation by the court, on State Work Release status, Operating While Intoxicated (OWI) Offense offenders or as Federal pre-trial or jail transfer offenders.

Fresh Start Women's Center continues to implement and supervise female offenders based on a holistic approach to supervision supported by Evidence Based Practices. This primary approach is guided by gender responsivity and trauma informed care. The guiding principles of FSWC include the following: acknowledging relationships and the value of being relational, trauma-informed, holistic, culturally competent and strength based. Officers at Fresh Start Women's Center work diligently to educate, support and advocate for all women to transform their lives and do so through collaborative and comprehensive connections with area stakeholders based on individual needs.

The average stay at both facilities is **4** months. Offenders are required to obtain employment and address treatment needs as directed by the court or identified by evaluation. Offenders are required to meet financial obligations such as child support, victim restitution, court costs and other fees associated with their offenses. For FY2017, **1,467** offenders were served at Fort Des Moines and **201** were served at Fresh Start. Both facilities were extremely busy during the fiscal year.



District Work Crew

The work crew provides an opportunity to train offenders on various types of trades and educates them with different types of skills. This is very beneficial for the offender to help with employment placement in the future. To qualify for completion of a project, a work unit or organization must submit a request for assistance in completing a project that is non-funded. The work crew does not replace agency staff, but supplements their non-funded needs.

Fort Des Moines Residential Officers



Carlos Aguilar

Kyle Bodley

Bates Carr

Chuck Cavan

Will Clemmons

Tina Cole

Michael Collins

Robbie Drake

Brett Feeley

Shane Foster

Jeremy Halverson

Angela Harper

Christy Holmes

Amanda Hotchkiss

Philip Hotchkiss

Patrick Jackson

Shar'on Jackson

Samantha Kindred

Tommy Kirby

Randy Lacina

Brian Lange

Alexander Lott

Ashlea Loudon

Mark Lyon

Jana Madison

Nicholas Martens

Kim McKinney

Ryan Nelson

Jesse Parker

Nicholas Petefish

Jamarus Robinson

Angela Savala

Matthew Skelton

Joel Storm

Tyrone Tillman

Jim Travis

Jon Werner

Administrative Services



Back Row: Marshall Payne, Scott Adams, Bruce Mills, Carrie Schouten, Yolanda Brown,
Director Jerry Evans

Front Row: Ronice Payne, Mickey Henry, Yolanda Neely, Kelly Overton, Laura Wernimont, Kristie
Skare, Karen Chapman, Jennifer Seil

Income Offset Program

The Income Offset Program is a method used by the State of Iowa to collect money owed to the State under [Chapter 8A.504 of the Code of Iowa](#). The Iowa Code directs the Department of Administrative Services, State Accounting Enterprise (DAS-SAE) to establish and maintain a procedure to collect against any claim owed to a person by a state agency, and then apply the money owed to the person against the debt owed by the person to the State of Iowa. Source Offset Funds include:

Income Offset collected by Fiscal Year:

FY2011 - \$44,629.11

FY2012 - \$25,086.60

FY2013 - \$44,648.73

FY2014 - \$64,963.03

FY2015 - \$68,349.51

FY2016 - \$50,250.96

FY2017 - \$49,756.38

Financial Information

Community Based Corrections FY17 Average Costs & Expenditures

FIELD SERVICE PROGRAM	AVERAGE COST
Pretrial Interviews	\$47.47 per interview
Pre-Sentence Investigation	\$419.96 per PSI
Pretrial RWS	\$3.36 per day
Low Risk Program	\$.90 per day
Probation/Parole Supervision	\$4.30 per day
Drug Court	\$16.41 per day
Intensive Supervision Sex Offender Program/Treatment Program	\$20.13 per day
Intensive Supervision	\$8.22 per day
Residential	\$73.51 per day
Batter's Education Program	\$1.09 per day

EXPENDITURE DETAIL	
Personal Services	\$23,604,133
Travel and Subsistence	\$114,768
Supplies	\$357,076
Contractual Services	\$2,640,303
Equipment and Repairs	\$162,239
Claims and Repairs	\$46,591
TOTAL EXPENDITURES	\$26,925,110

REVENUES BY SOURCE	
General Fund Appropriations	\$20,857,940
Intra State Transfer	\$1,025,851
Local Funds	\$5,231,320
Federal Pass – Through	\$574,921
Interest Income	\$8,003
Miscellaneous Income	\$106,299
Carry Forward from FY 16	\$345,921

Training

Training in the Fifth District is designed to meet ACA standards, the Federal Standards of a Comprehensive Sanction Center and mandatory standards the Fifth District has set up for its own employees:

Online Courses:

Bloodborne Pathogens and Universal Precautions
Fire Extinguisher
Lockout & Tag Out
Right to Know
Disciplinary Report Writing
Work Release Misconduct Reporting, Hearing, Investigation
Con Games and Awareness
Workplace Violence
Difficult People
Office Bullying
Suicide in Corrections
Personal Safety Awareness
Diversity Cultural Competency
Contraband and Searches
Chemical Agents/OC Pepper Spray
Sexual Harassment and Discrimination
PREA Refresher

Other Required Mandatory Trainings:

Firearms (Mandatory for those who carry)
Mandatory Reporting Adult and Child
Core Correctional Practices (CCP)
Sexual Harassment (in class)
CPR Instructor Transition Training

Other trainings provided in-house this fiscal year:

Adult First Aid/CPR/AED– Residential and Fugitive Unit Staff
DAS Labor Relations
Domestic Violence Awareness and Response Training
EAP Training
Ethics and SVSS Training
Federal Specific Training
Iowa Risk Revised
Iowa SOTP Specific Training
IVVI/IRR/DRAOR and Re-Entry Planning
National Institute of Corrections
Personal Safety Training
Personal Safety and Home Visit Training
Statewide New Employee Orientation
Statewide Pre-Service
SVP Refresher
Trauma Informed Care

Human Resources

FY17 Employee Information	
Average number of employees	252
Females	141
Males	111
New Hires	5
Retirements	5
Promotions	5

AA EEO Report	FY17	
	Females	Males
White	118	83
Black	18	18
Native American	1	0
Asian	0	2
Hispanic	2	6
Multi-Racial	2	1
Other	0	1
TOTAL	141	111

The Human Resources Department for the Fifth Judicial District Department of Correctional Services consists of one Personnel Specialist and two Administrative Assistants. The department is available to answer staff questions and provide assistance in areas such as FMLA, Worker's Compensation, Benefits, Training, Policies & Procedures and Hiring.

The Human Resources Department is dedicated recruiting qualified applicants and interns who have a core belief that those sentenced to supervision have the ability to change. The Fifth Judicial District offers employment in many areas with varying classifications such as Administrative Support, Field Services, Residential Services, and Supervisor/Managerial positions. We also offer internship opportunities within the classifications of Administrative Support, Field Services and Residential Services. The Fifth Judicial District Department of Correctional Services is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation, veteran status, or any classification protected by federal, state or local law.

Highlights for the Year

Swearing in Ceremony

On Friday, April 28, 2017, the Fifth Judicial District marked the second annual Swearing in Ceremony. On this date, we celebrated four honorees who had recently been hired and or promoted. Those honored this year were, Dawn Hansen, recently promoted to Probation/Parole Supervisor, Angela Karaidos who was promoted to Residential Manager, Laura Wernimont, who was hired as our Administrative Officer, and Samantha Marlow who was recently hired as a Residential Officer. The ceremony was held at the Polk County Courthouse in room 310. Honorees were sworn in by Judge Robert B. Hanson. The courtroom was filled with family and co-workers to help celebrate the special event. After the swearing in, the honorees and guests moved to courtroom 305 for a reception where the honoree's supervisors spoke about their achievements within the department. Director Evans presented the honorees with an Employee Creed certificate.



Angela Karaidos and Judge Hanson



Dawn Hansen and Family with Judge Hanson



Laura Wernimont and Judge Hanson



Samantha Marlow and Judge Hanson



2017 Spring ICA Awards

The 2017 ICA Spring ICA Conference was held in Okoboji. The Fifth Judicial District was not shy about recognizing our staff and retirees. It is a proud moment when you get to honor and recognize your own talented staff and the amazing district we work for. This year the Fifth Judicial District was presented with three different awards. Each of the recipients were nominated by their co-workers after meeting each of the qualifications for each category.

Neil Wheeler, a retiree after 40 years of service, who has devoted many hours and resources to our department and the gardens at the Residential Facilities and our 910/1000 Washington location, was presented with the Citizen's Award. The criteria for the Citizen's Award is an individual or group who has had a significant, positive impact on corrections in the State of Iowa. The recipient should not currently be a paid corrections employee. Their efforts, whether in the public or private sector, may have been relatively unsung or widely acclaimed in the community previously.

Kennesha Woods, Probation Parole Officer I, was presented with the Multi-Cultural Issues Worker Award. The criteria for the Multi-Cultural Issues Worker Award is an individual who has provided service in institutions or community corrections for a period of no less than two years, played a constructive role in multi-cultural issues for institutions or community corrections and strives to initiate positive changes in corrections. The recipient shall have demonstrated leadership qualities through active involvement with multi-cultural concerns in organizations and/or the Iowa Corrections Association. Kennesha was recognized for educating people about different cultural differences. In addition, Kennesha run a non-profit organization called Hoops for Charity. This organization helps family with the costs of school supplies.

The SSC Unit was awarded the Correctional Program award. The criteria for Correctional Program is a group of correctional workers or a program which has shown outstanding achievement, perseverance, dedication and/or vision in an area of endeavor. The Fifth District's SSC Unit was recognized for providing the best services to clients through cutting edge programming, top of the line facilitation skills, and a victim focused approach with each participant. Additionally, the SSC Unit serves other state agencies both in Iowa and Nationally in the facilitation of ACTV (Achieving Change Through Value Based Behavior). The SSC Unit are leaders in both the facilitation of ACTV as well as mission based victim policies and practices.



Kennesha Woods



SCC and Mental Health Unit

Scenario Training



On October 11-12, 2016, PPO III's participated in the first annual safety scenario training at the Camp Dodge MOUT Site. Staff were trained on standard operating procedures for conducting safe and therapeutic home visits. Additionally, they went through three separate dynamic scenarios where they had to use their skills to bring the scenario to a logical conclusion. Each scenario included a safety officer as well as various role players. The vision for this training was to improve officer safety. Candidly, what was not anticipated was how much fun staff would have while learning valuable skills to keep them and their field partners safe. The effort put forth by staff and their willingness to take constructive feedback made for a great training environment.

National Institute of Corrections

On May 18, 2017, four staff members were invited to attend a two day focus group at the National Institute of Corrections (NIC) in Washington DC. Fifth District staff, Nancy Robinson, Carly Millsap, Ben Carse and Emma Dedic, brainstormed with staff from Colorado, Texas and the NIC staff on implementing ways for the NEXT Gen (part of the CHAAMPS grant) to help model the project in other states.



Pictured from left to right: Nancy Robinson, Ben Carse, Emma Dedic and Carly Millsap

2017 Crime Victims Right's Ceremony

The 12th annual Crime Victim Right's Ceremony recognized and honored the Des Moines Police Department, Urbandale Police Department and the West Des Moines Police Department. This powerful ceremony welcomed speakers, Gregory and Jan Frank. The Franks' spoke about the loss of their son, Gregory, to a drunk driver. The ceremony's attendance resulted in standing room only.



Gregory and Jan Frank



Front row: West Des Moines Sargent, Anthony Giampolo; Urbandale Sargent, Chad Underwood; Des Moines Officer, Yanira Scarlett Back row: Candida Storey, Emma Dedic and Director, Jerry Evans

Computer Voice Stress Analyzer (CVSA)

At the end of July, Christine King, Dr. Tony Tatman and Joe Swaim attended the Computer Voice Stress Analyzer (CVSA) course. This was a week long, intensive training, to become certified to run truth verification tests with the CVSA. This is used as an alternative to polygraph testing with sex offenders on supervision. With the polygraph, there are different kinds of measurements for blood pressure, galvanic skin response, breathing rates, ect. All of that information is gathered and used to formulate an opinion on deception. With the CVSA, the only thing that is measured is their voice. A microphone is attached to the Offender's shirt and it records the AM frequencies of the "yes" and "no" responses. The AM frequencies are inaudible and only the microphone can record them. The responses to questions are charted and then evaluated for deception. The nice thing about the CVSA is that there is no way to manipulate the charts. Offenders are not able to alter the AM frequencies in their voice. These tests are currently being utilized by the Department for the sex offenders on supervision.



Joe Swaim, Christine King and Dr. Tony Tatman



Federal PPO's and CPM



Stephanie Carpenter, Arena Horn,
Mike Schneider, Mandy McConnelee,
Jim Michels

Fort Des Moines Maintenance



Joe Luna, Kenny Blair, Mark Miller, Robin Tedesco

Fresh Start Women's Center **Probation Parole Officers**

Fort Des Moines Secretaries



Supervisor Chad Hepperly, Kym Wolcott, Jill Fresh, Marcie Rabon, Allison Odegaard, Nicki Brown



Kaitlyn Roth, Tisha Bimbi, Robin Merk, Jacinda Smith, George Bernlohr, Susan Lentsch, Julie Cullen, Leyna Wilson, Michaela Jens, Angela Karaidos, Kennesha Woods, Elaine Hansen

Fort Probation Parole Officers **and Educational Instructor**



Greg Patton, Jennifer Kimbrough, David Denny, Amy Scott-Ringler, Lynn Slykhuis

Fort Des Moines Food Services



Carla Langford, Sherrie Gordon, Ronnie Apodaca, Rikki Darter-Martin

Fifth Judicial District
Department of Correctional Services



Thank you!