

# Annual Report FY17



**Randy Gibbs Warden**  
**Clarinda Correctional Facility**  
**2000 N 16th St**  
**Clarinda Iowa 51632**  
**712-542-5634**

## Message from the Warden



## STATE OF IOWA

KIM REYNOLDS, GOVERNOR  
ADAM GREGG, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS  
JERRY W. BARTRUFF, DIRECTOR  
RANDY GIBBS, WARDEN

December 21, 2017

Dear Director Bartruff-

I submit to you the FY'17 Annual Report.

This past year was full of many challenges, especially those related to finances. Despite these hurdles, our staff maintained the utmost dedication in the successful completion of the Departmental Mission, as well as the successful completion of our own Institutional goals. As you are aware, my assignment here came during the last few months of the fiscal year. However, staff responded very positively to changes made, and we look forward to an even brighter year this next.

Sincerely,

A handwritten signature in cursive script that reads "Randy Gibbs".

Randy Gibbs Warden

Clarinda Correctional Facility

[2000 N. 16th Street](#)

[Clarinda, Iowa 51632](#)

712-542-5634

[Randy.Gibbs@iowa.gov](mailto:Randy.Gibbs@iowa.gov)

***Creating Opportunities for Safer Communities.***

Website - [www.doc.state.ia.us](http://www.doc.state.ia.us)

**The mission for the Department of Corrections**  
***“Creating Opportunities for Safer Communities”***



Clarinda is a scenic and historic city located in the Southwest corner of Iowa, in Page County. The community offers various activities, encourages family living and has dynamic economy based on agriculture and industry. A mixture of a small-town atmosphere with access to a wide variety of goods and services, usually only available in much larger cities makes Clarinda a fine place to live. Founded in 1851 Clarinda is the country seat of Page County. (Glenn Miller birthplace , Goldenrod School home of 3-H later 4-H).



*The Clarinda Correctional Facility was established in 1980 as an adult male medium- security prison to serve primarily offenders who are chemically dependent, intellectually disabled, mentally ill, or those whom have special needs. Currently the medium secured facility is home to both offenders with Special Needs as well as General Population Offenders. Today programs such as “Thinking 4 a Change”, “MIFVPP” (batters education), “HiSet”, “Re-Entry Programs” and Cognitive Behavioral Intervention for Substance Abuse are offered to the offenders housed at CCF to prepare them for their eventual release into the community.*

*Also offered at the institution are opportunities through the Iowa Prison Industries. Currently 50+ offenders are gaining skills daily at a manufacturing plant that is housed on-site. This plant incorporates skills such as metal preparation, welding, wood fabrication and finish work on a variety of styles of fabricated trailers in cooperation with a locally operated business.*

*Other work opportunities exist at CCF as well. Offenders whom meet strict guidelines associated with security requirements, also work in the culinary department, buildings, grounds and maintenance department, and the warehouse departments. In addition, opportunities exist for off facility grounds work. CCF Offenders have served as assistants for the Iowa Department of Natural Resources, Page County, and for the City of Clarinda. These employment opportunities are given to promote good work habits and skill development.*

*Our goal at the Clarinda Correctional Facility is to prepare offenders to move forward while being incarcerated, and prepare each offender for successful reentry into one of Iowa's communities upon release.*

Picture at left is of the Page County Courthouse located in Clarinda.



# Contents

Pictured at right is Hope Hall

The institution accepted its' first offenders on October 7, 1980 in a building built in 1932 and commonly known as "Hope Hall". It was initially designed to house 120 offenders in five dormitory style living units (2-8 man rooms). The largest unit had a design capacity of 39 offenders and the smallest a capacity of 28 offenders. The security of the facility was maintained by a double fence and towers.



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The Lodge (Closed in February 2017)





# Contents

Picture at right is an aerial view of the Prison and the entire CTC campus including the MHII building that are maintained by the Iowa Department of Corrections, CCF.

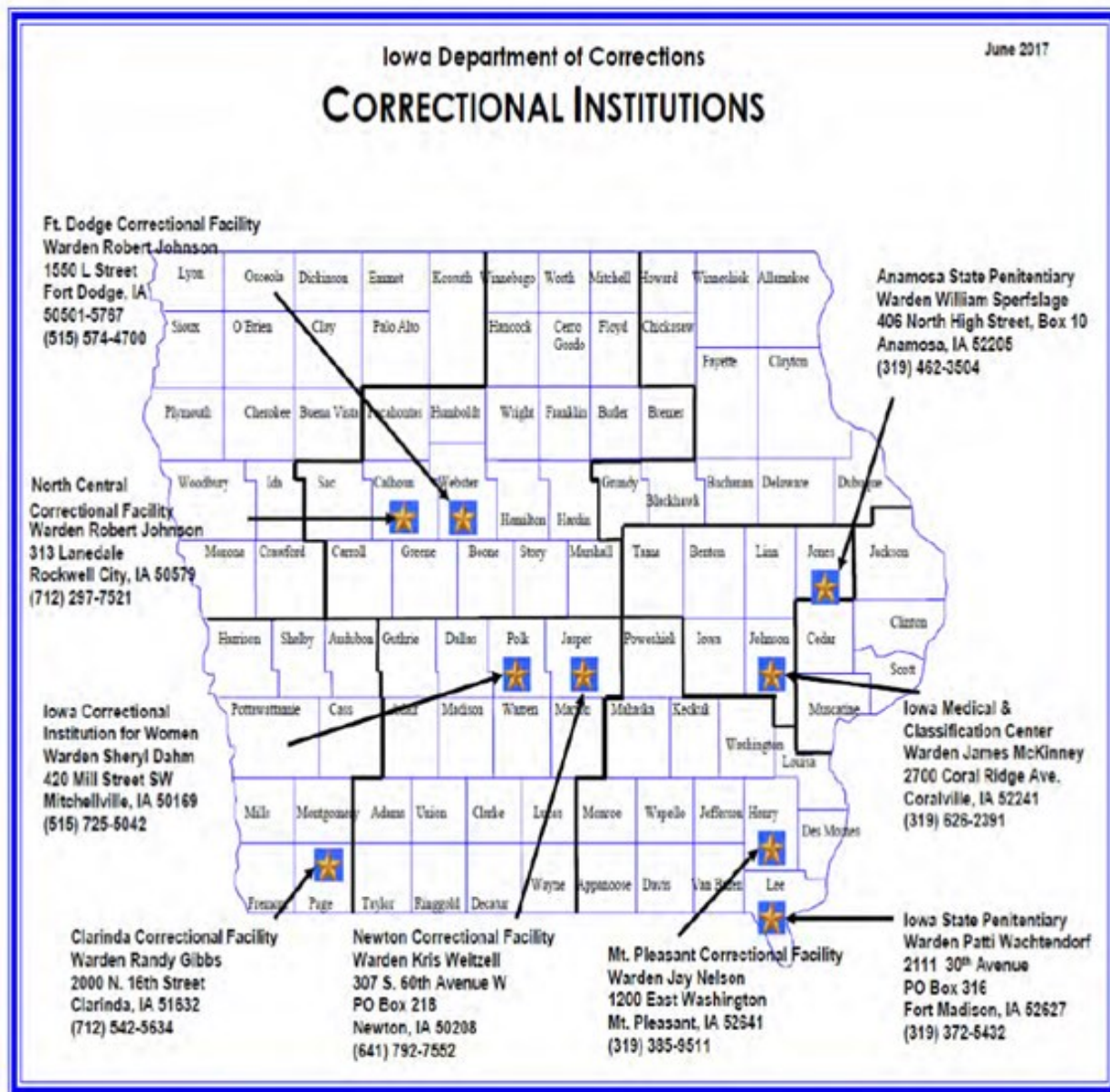


IN 2000 a new prison industries building was added to CCF to house the H & H Trailer Company. The company builds commercial trailers. Offenders benefit from receiving vocational training and valuable work experience.



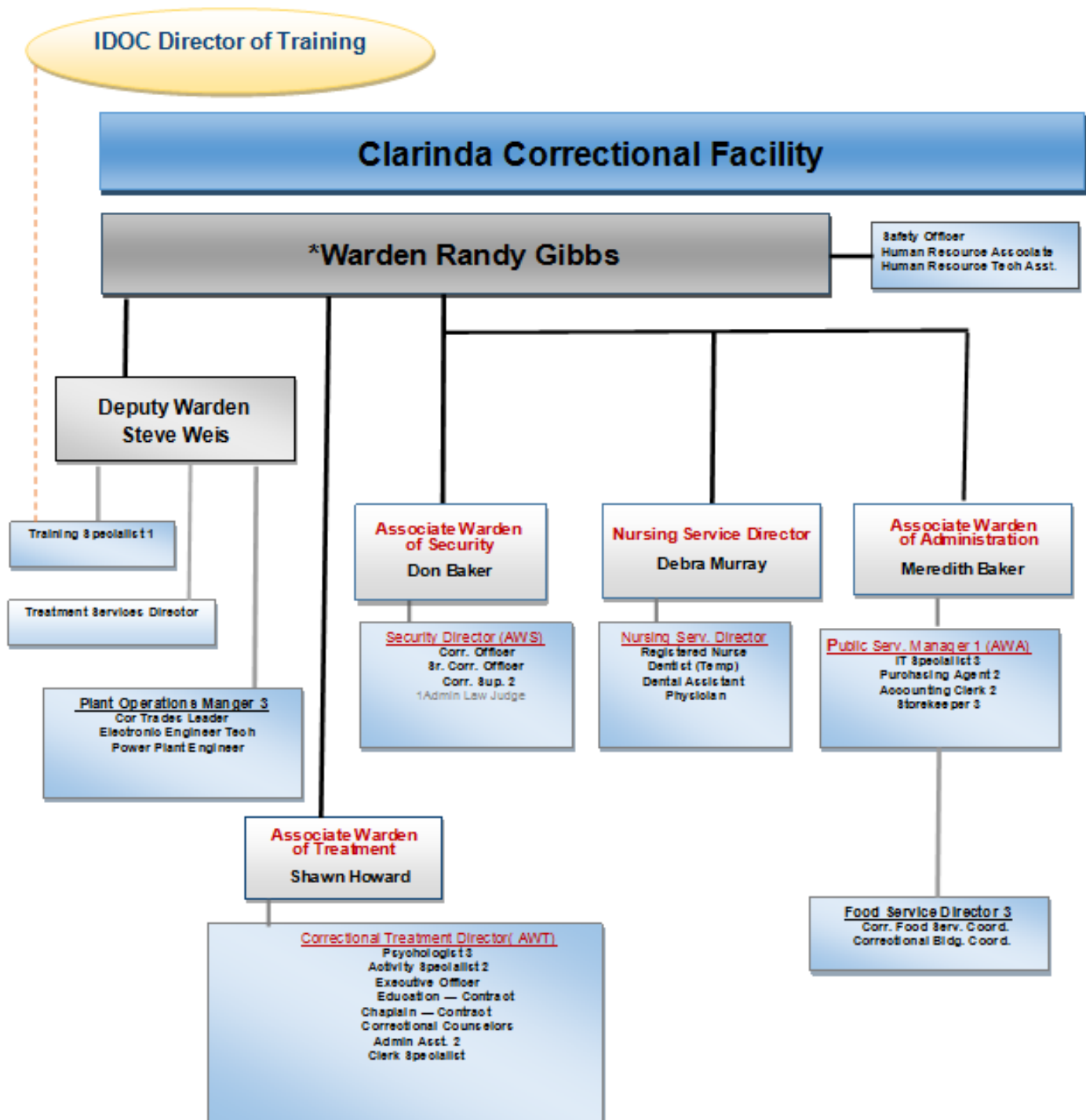
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# Location



The Clarinda Correctional Facility is located in Southwest Iowa, in Page County. Clarinda is the county seat of Page County, with a population of 5,572 residents. Clarinda is approximately 128 miles from Des Moines, Iowa, 80 miles from Omaha, Nebraska and 129 miles from Kansas City, Missouri. The Clarinda Correctional Facility is one of nine correctional institutions within the state of Iowa. Clarinda is located in the county seat of Page County, one of 99 Iowa counties.

# Clarinda Correctional Facility Table of Organization



Key  
\* - at will position



# CCF Executive Management Team

## **Warden-Randy Gibbs**

Deputy Warden-Steve Weis

**Warden Gibbs** began his leadership at Clarinda Correctional Facility on April 21, 2017.



Associate Warden of Security	Don Baker
Associate Warden of Treatment	Shawn Howard
Associate Warden of Administration	Meredith Baker

Nursing Services Director	Deb Murray
Plant Operations Manager	Chris Falk
Food Service Director	Shelly Falk



## Living Unit/Bed Summary

Clarinda Correctional Facility has 12 living units in addition to the Disciplinary Detention Unit.

CCF Design capacity is 750

CCF Count as of 6-30-2017=996

Housing at the Clarinda Correctional Facility Lodge was suspended in February 22nd due to Iowa Department of Corrections Budgetary constraints.

The East 2 unit is now used as the living unit for the "Minimum Live Out" offenders.

A "Level System" is in place at the CCF and offenders are housed based on their level.

North 1- 89

North 2- 96

North 3- 97

North 4- 87

South 1- 91

South 2- 90

South 3- 89

South 4- 94

East 1- 58

East 2- 92

East 3- 54

East 4- 59

DD- 0

CCF Tip program is designed to reward positive and pro-social behavior from offenders along with helping them prepare for re-entry in to the community. All incentives are behavior-based.

Each offender entering CCF will be reviewed by their Counselor and the classification team. Any positive transfer from another prison will be placed at the corresponding level they had obtained. Offenders will be looked at individually regarding work assignments and treatment refusals.

The highest TIP Level is 6. Offenders at this level can work off grounds .









As per DOC policy, CCF does “provide the offenders the opportunity to work productively consistent with their security and supervision requirement and the needs of the facility and community.”(4-4452).

The Classification and Treatment Team determines each individual's eligibility for work. The purpose is to provide meaningful work assignments consistent with each individual's ability, interest, medical status, custody status and needs of the facility. These work assignments are a means of offering the offenders the opportunity to learn work skills and develop good work habit and attitudes that will help them upon their release from CCF.

Offenders work in a variety of areas at CCF. They earn anywhere from .28 cents to .56 cents per hour for jobs within the CCF facility and in the Dietary Department. Obligations such as child support and other court ordered deductions come out of their monthly pay as allowed per DOC Policy AD-FM-11-CCF-01.

Offenders that have the opportunity to work at H & H are in a private sector job and are paid a prevailing wage, of which they retain 20 % and the balance is to satisfy taxes, restitutions, victim compensation, family and child support, room and board and any other court ordered deductions.

The offenders working at both CCF and CCFL were paid a total of \$627,624.58 in FY17 for 1,512,809.59 hours worked.

- Child Support deducted from offender wages in FY17=\$377,886.69.
- Restitution paid out of offender wages in FY17=\$2,217,937.72

Some of the Work Opportunities at CCF include: Unit Orderly, Clerk, Mowing Crew, Barber, Special Needs Worker, Education Aide, Health Service Assistant, Dog Handler, Maintenance Worker, Cleaner, Dock Worker, Admin/Muster Worker, Education Aide, Dietary Worker, Recreation Clerk, Recreation Worker, Inside Yard Worker, R&D, Kitchen, Laundry, Maintenance, Storeroom, Muffin Monster, and Unit Chemical Worker.

Off Grounds work for the MMLO include ; DNR at Viking Lake, Page County Landfill, Clarinda Country Club, and other Community Service opportunities.



# Work



Activity staff continued to provide meaningful leisure time activity for offenders. We have 4 Activity Specialists who cover the gymnasium, yard, hobby craft, and library.



#### Intermural Sports

Flag Football

Volley Ball

Softball

Basketball

Track & Field

Soccer

Game Tournaments

Movies



## Recreation



# Offender Giving



Through the Recreation Department activities and events take place through the year. Cookouts, Pizza, Muffins, Ice Cream, Cookies and sale of hygiene items are sold to the offenders which raises money for the charities below.

<b>Total</b>	<b>\$2,478.61</b>
<b>Wounded Warriors</b>	<b>\$1,764.60</b>
<b>Help Adult Services</b>	<b>\$248.80</b>
<b>CCF Dog Program</b>	<b>\$230.40</b>
<b>Girl Scouts</b>	<b>\$234.81</b>



*CCF Dog Program*



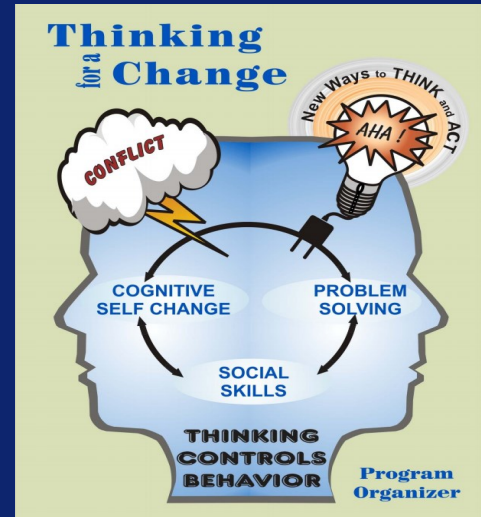


## CCF TREATMENT TEAM FY'17

The Clarinda Correctional Facility Treatment Team consists of the Associate Warden of Treatment, a Psychologist II, Psychologist III, 2 Drug Abuse Counselors, and 9 Correctional Counselors.

Through out the year the team participated in a variety of trainings. In November of 2016 several members of the treatment team went to ICIW for training in the new DRAOR assessment tool. In January of 2017 they completed the second session of this training series.

**Our primary goal is to significantly reduce the recidivism of our offenders. We do this by offering treatment, and other opportunities to prepare offenders for their release from Clarinda Correctional Facility. One of the components in this strategy is treatment opportunities for those who are at the highest risk of reoffending.**



### TREATMENT Programs

- ⇒ Thinking For Change
- ⇒ Cognitive Behavioral Intervention-Substance Abuse
- ⇒ Moderate Intensive Family Violence Prevention

Thinking for Change is a cognitive-based behavioral approach assisting offenders in recognizing how their risk thinking leads them to trouble. If you learn to control your thinking you can learn to control your behavior. This program is a 12 week program. Offenders attend session in groups of no more than 12, twice a week. Programming includes social skills, cognitive self-change and problem solving to maximize positive results. Role playing is a valuable tool that is used in the sessions and all get to be involved in not only observing but participating in role playing social skills and problem solving. Statistics show that cognitive behavior programming is third only to education and drug-education in reducing recidivism. It has been also shown to be effective in decreasing prison misconduct.

## Thinking for Change FY17

Offenders Completed	174
---------------------	-----



### Alcoholics Anonymous and Narcotics Anonymous

Program	Number
Alcoholics Anonymous	32
Narcotics Anonymous	37

Both of these programs are offered during Evening sessions to offenders who reside At CCF.

### Moderate Intensive Family Violence Prevention

This a program that consists of 24 sessions over a three month time period. From July 1, 2016 through the June 30, 2017 84 offenders successfully completed the program.

### Cognitive Behavioral Intervention-Substance Abuse is a program

CBI-SA (Cognitive Behavioral Intervention-Substance Abuse) is an evidence-based substance abuse program that focuses on how thinking relates to actions in regards to high risk situations that involve substance abuse. Participants in this program learn various triggers to substance abuse and how to recognize them, how their thinking affects their behavior, and various social and coping skills that will aid them in dealing with high risk situations. From July 1, 2016 through the June 30, 2017 118 offenders successfully completed the program.

Adam Maher is the re-entry coordinator. His primary responsibility is helping the offender reintegrate back into society. He meets with every offender that is discharging their sentence or has been granted parole when they are within 30 days of their confirmed release date. He helps link them with various community resources (Food Assistance, Medicaid, Childcare Assistance, Iowa Workforce Development, employment opportunities, free health clinics, scheduling mental health appointments and other local community resources such as food pantries, shelters, heating assistance etc.). He is responsible for enrolling every offender that is leaving via discharge or patrol on Medicaid. Once approved, these offenders will have insurance and a Medicaid Number prior to them leaving our facility. The obvious benefit to this is that he will be able to schedule all necessary mental health and medical appointments prior to the offender leaving since they have insurance, with the offender's consent (some deny needing any help). The goal of this is to reduce recidivism by ensuring that offenders are adequately meeting their mental health needs and staying on their prescriptions. He is also responsible to help all eligible offenders apply for SSI/SSDI, this happens 4 months prior to their confirmed release. He also helps them obtain important documentations prior to discharge or parole such as; Social Security cards, birth certificate, marriage certificates etc. If an offender is interested in college Adam helps them to obtain that information.

Adam is also responsible for helping to find appropriate placements for our "Hard to Place" offenders.

Adam is also involved with getting offenders enrolled in the Apprenticeship Program. CCF implemented a welding and fabricating apprenticeship program through H&H, which began at CCF on 5/27/15. The program consists of extensive on the job training hours as well as education/classroom instruction. The welding apprenticeship requires 6000 hours of on the job training plus an additional 450 hours of related classroom education/instruction. The fabricating apprenticeship requires 8000 hours of on the job training plus an additional 635 hours of classroom education/instruction. Once an offender fulfills these requirements, he receives certification and becomes a journeyman. This will hopefully reduce the likelihood of recidivism by giving the offender a great opportunity for future employment in the community. H&H employs enough staff for up to 30 offenders participating in the apprenticeship program at one time (1 mentor for every 5 apprentices).



# Re-entry



- ⇒ Four offenders completed the apprenticeship program and earned journey man certificates
- ⇒ Implemented the Storybook Project at CCF
- ⇒ <http://www.desmoinesregister.com/story/life/2017/05/11/storybook-incarcerated-mothers-iowa-reading/315476001/>
- ⇒ Implemented 24/7 Dads
- ⇒ Two Community Support Re-Entry Trainings
- ⇒ Seven Poets Classes
- ⇒ 262 end of sentence or Iowa parole offenders applied for Iowa Medicaid

## 24/7 Dads

24/7 Dads class teaches the characteristics needed to be a good father 24 hours a day, 7 days a week. Each cycle consists of 12 sessions. Each session is between 90-120 minutes long with two facilitators. Some of the topics discussed include: men's health, children's growth, co-parenting, family ties /emotions...





# Education

The Iowa Legislature has rules that any offender who is not eligible to read at a sixth grade reading level or does not possess a HiSET or high school diploma shall work toward these goals while incarcerated in Iowa. If it is determined that an offender is to improve his education, failure to participate in the education program is looked at unfavorably by the Iowa Parole Board, and can also lead to sanctions that restrict privileges in the facility.

The goal of our facility, and the Department of Corrections is to prepare offenders to successfully reenter the community. Criminal history and lack of education can hinder those returning to their families and communities in finding employment. Clarinda Correctional Facility has an Educational Department that offers academic opportunities to our offender population. The education programs help the men finish high school and learn important life skills. CCF contract with Iowa Western Community College, as well as the Green Hills Area Education Agency, to provide quality teachers and programs to offer opportunities that will benefit the men when they leave our facility.

<b>HI-Set</b>	<b>266</b>
<b>Literacy program participation</b>	<b>54</b>
<b>Literacy Completion Certificates</b>	<b>47</b>
<b>Students completing HS Diploma through Green Hills AEA</b>	<b>1</b>

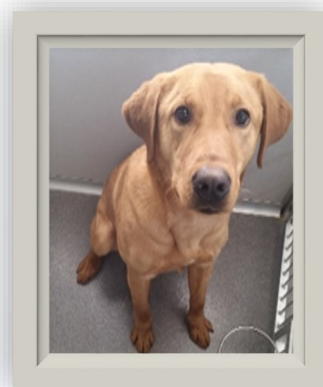
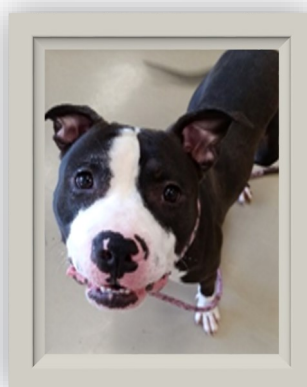
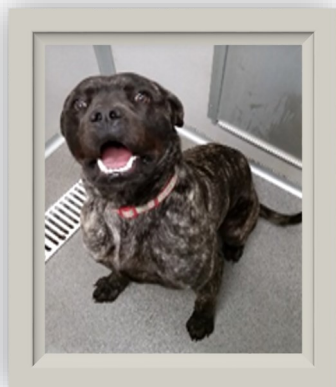
The Vocational Education program that are offered at CCF include Horticulture/Landscaping, Microsoft Office, Intro to Workplace Computing, and Life Skills classes through Iowa Western Community College. Four students took Independent Study College courses through various colleges. In the fiscal year FY'17, 241 student participated in various vocational education programs at CCF. There were 263 completions of vocational education programs at CCF, of the 241 students that participated, as some students completed more than one program.

The department employed 4 full-time and 1 part-time instructors in fiscal year 2016 – 2017. Of these instructors 2.75 teach HSED, .5 teach Literacy/ESL and 1.25 teaches Vocational Education.



# CCF Dog Program

WHO TV out of Des Moines Iowa ran two segments that featured the partnership between the ARL and CCF, and reported on what is going on at CCF with the Dog Program. Pups in Prison Program Gives Inmates a Second Chance, the links to the segments are as follows: <http://whotv.com/2016/11/07/pups-in-prison-program-gives-inmates-a-second-chance/> and <http://whotv.com/2016/11/16/prison-pup-graduate-providing-companionship-to-local-veteran>



The dogs above from left to right are: **Tank, Hugo, Goji, and Turbo**. These dogs graduated from the CCF Dog Program on Sunday April 9th, 2017.

To the right is the dog Peaches on her Graduation day. Peaches was adopted by CO Douthit (pictured). Douthit served in the Military and she has been with CCF since 1998. In addition she has been very involved with supporting the Dog program at CCF and her generosity is appreciated!



The CCF Dog Program celebrated its one year anniversary on June 14th. The offenders involved in the program were treated to a special meal to celebrate the 1st Anniversary of the CCF Dog Program.

## CCF OFFENDER STATS FY17

Offenders residing at the Clarinda Correctional facility are people that have come from most all of the 99 counties in the state of Iowa.

- ◇ Total number of Transfers In- 946
- ◇ Total number of Transfers Out- 256
- ◇ Average Daily Population- 1004.24
- ◇ Age- 35
- ◇ Education- 11.6
- ◇ Average Reading Level- 9.6
- ◇ Length of Sentence- 19 years, 5 Months, 29 Days
- ◇ Lifers- 24
- ◇ Violent Crime- 419 (42.7%)



## FINANCES



- ⇒ Total Appropriation FY17- \$26,443.430
- ⇒ Average Daily Cost per offender- \$75.59

The Department of Corrections including the Clarinda Correctional Facility managed the State of Iowa budgetary challenges in FY'17 . In order to comply with Senate File 130 the **Lodge**, which was the Minimum Live Outs Facility for offenders at Minimum security level was closed.

On Wednesday February 22nd, all of the offenders that were still residing at the Lodge were moved to the East 2 Unit at the Clarinda Correctional Facility. The actual movement of these men took about an hour and a half. It took another day to move the majority of the possessions and equipment needed for the transition. The staff at the facility pulled together to accomplish this, and the offenders were pretty patient and understanding for the most part.

There were also some staffing reductions that needed to be made. In the month of February 8 probationary employees were let go due to State Budget issues. At this time CCF lost 7 Correctional Officers, and 1 Boiler Operator.



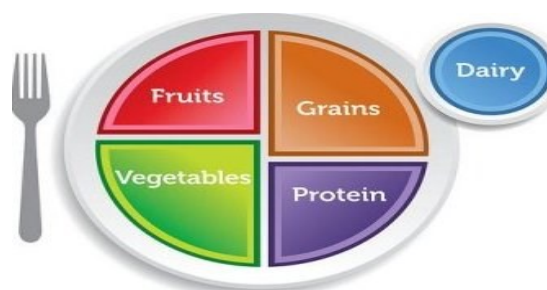
	Department Revised Budget	Actual Revenues and Expenditures	Encumbrances	Actual + Encumbrances	Percent (Actual of Budget)
<b>FTE Positions</b>					
Correctional Officer	142				
Total Staffing	261				
<b>Resources Available</b>					
04B Balance Brought Forward	48	48.12		48.12	1.00
05A Appropriation	25,833,430	25,833,430.00		25,833,430.00	1.00
--- Appropriation Transfer	375,000	375,000.00		375,000.00	1.00
--- De-appropriation	(848,024)	(848,024.00)		(848,024.00)	1.00
201R Federal Support	-	-		-	---
202R Local Governments	-	-		-	---
204R Intra State Receipts	500,000	500,000.00		500,000.00	1.00
205R Reimbursement from Other Agencies	-	4,310.87		4,310.87	---
234R Transfers - Other Agencies	1,200	190,685.00		190,685.00	158.90
301R Interest	-	-		-	---
401R Fees, Licenses & Permits	61,000	78,967.06		78,967.06	1.29
501R Refunds & Reimbursements	270,130	250,782.74		250,782.74	0.93
602R Sale of Equipment & Salvage	-	-		-	---
603R Rents & Leases	1,351,230	1,222,289.34		1,222,289.34	0.90
604R Agricultural Sales	-	-		-	---
605R Other Sales & Services	-	-		-	---
701R Unearned Receipts	-	-		-	---
<b>Total Resources Available</b>	<b>27,644,514</b>	<b>27,707,489.13</b>		<b>27,707,489.13</b>	<b>1.00</b>
<b>Funds Expended and Encumbered</b>					
101 Personal Services-Salaries	23,679,868	22,541,758.84	-	22,541,758.84	0.95
202 Personal Travel (In State)	13,800	24,744.25	-	24,744.25	1.79
203 State Vehicle Operation	50,000	58,937.93	-	58,937.93	1.18
204 Depreciation	50	-	-	-	-
205 Personal Travel (Out of State)	50	-	-	-	-
301 Office Supplies	8,750	11,024.60	-	11,024.60	1.26
302 Facility Maintenance Supplies	115,000	238,408.88	-	238,408.88	2.07
303 Equipment Maintenance Supplies	40,000	40,666.57	-	40,666.57	1.02
304 Professional & Scientific Supplies	47,500	52,106.97	-	52,106.97	1.10
305 Housing & Subsistence Supplies	240,000	331,603.45	-	331,603.45	1.38
307 Ag,Conservation & Horticulture Supply	-	-	-	-	---
308 Other Supplies	386,551	37,508.33	-	37,508.33	0.09
309 Printing & Binding	-	-	-	-	---
310 Drugs & Biologicals	-	-	-	-	---
311 Food	616,876	1,499,585.29	-	1,499,585.29	2.43
312 Uniforms & Related Items	147,500	129,080.82	-	129,080.82	0.88
313 Postage	2,000	10,257.54	-	10,257.54	5.13
401 Communications	38,000	48,366.86	-	48,366.86	1.24
402 Rentals	550	18,620.22	-	18,620.22	33.85
403 Utilities	572,380	735,530.63	-	735,530.63	1.29
405 Professional & Scientific Services	240,100	326,304.87	-	326,304.87	1.36
406 Outside Services	140,050	181,854.26	-	181,854.26	1.30
407 Intra-State Transfers	-	-	-	-	---
408 Advertising & Publicity	50	360.00	-	360.00	7.20
409 Outside Repairs/Service	63,299	88,535.31	-	88,535.31	1.40
412 Auditor of State Reimbursements	-	-	-	-	---
414 Reimbursement to Other Agencies	666,632	667,348.78	-	667,348.78	1.02
416 ITD Reimbursements	88,000	84,506.32	-	84,506.32	0.96
417 Worker's Compensation	-	-	-	-	---
418 IT Outside Services	-	-	-	-	---
433 Transfers - Auditor of State	-	-	-	-	---
434 Transfers - Other Agencies Services	1,100	3,662.89	-	3,662.89	3.26
501 Equipment	2,100	-	-	-	---
502 Office Equipment	-	-	-	-	---
503 Equipment - Non-inventory	2,500	1,125.00	-	1,125.00	0.45
510 IT Equipment	3,048	5,802.15	-	5,802.15	1.90
601 Claims	50	-	-	-	-
602 Other Expense & Obligations	474,000	566,478.27	-	566,478.27	1.20
701 Licenses	3,000	3,200.00	-	3,200.00	1.07
702 Fees	-	-	-	-	---
705 Refunds-Other	-	-	-	-	---
901 Capital	-	-	-	-	---
--- Balance Carry Forward	-	-	-	-	---
--- Reversion	-	79.10	-	79.10	---
<b>Total Expenses and Encumbrances</b>	<b>27,644,014</b>	<b>27,707,489.13</b>	<b>-</b>	<b>27,707,489.13</b>	<b>1.00</b>
<b>Ending Balance</b>					



### Food Service Statistics FY'17

MEAL COUNT	1,099,915
FOOD COST	\$1,209,558
FOOD COST PER MEAL	\$1.10
SUPPLY COST	\$69,047
SUPPLY COST PER MEAL	\$.06
STAFF LABOR COST	\$1,022,430
OFFENDER LABOR COST	\$92,663
TOTAL LABOR COST PER MEAL	\$1.01
TOTAL COST	\$2,393,698
TOTAL COST PER MEAL	\$2.18

The Dietary Department is responsible to provide approximately 1,099,915 meals per year. That is more than 3,013.47 meals on a daily basis. In addition to feeding the offenders at CCF and CCFL the dietary department also provides meals for the Clarinda Academy and Zion Recovery residents that reside on campus.





# Health Services



CCF has a dedicated team of health service professionals dedicated to provide quality care to the offender population. In addition to the Nursing Service Director the team includes two full time on-site doctors as well as thirteen nurses, a dentist and a dental assistant. In addition to our General Population Offenders we also serve the health needs of 454 Special Needs Offenders.

Physician	4,388
Nurse	16,519
Psychiatrist	2,430
Psychologist	6,200
Dentist	1,671
Dental Hygienist/Assistant	289
Dietitian	23
Optometry	455
Total=	37,112

X-Rays	Off-Site Visits	Labs
191	124	1710

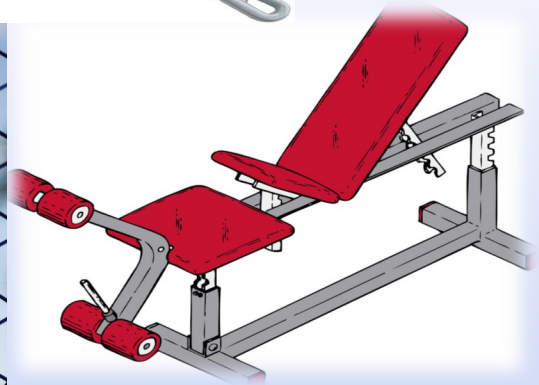


# Maintenance Department



The Clarinda Correctional Facility Maintenance Department is kept busy with day to day repairs to keep the facility well maintenance and running smoothly. In addition they had some specific projects that they worked on at CCF.

- ⇒ They moved Zion Wards at the MHI
- ⇒ Started Handball Courts in the Northwest Yard
- ⇒ Installed new fencing for the Night Yard in the Northwest Yard
- ⇒ Installed new weight equipment throughout the CCF yards
- ⇒ Roof repairs and some new roofing panels on CCF roof
- ⇒ Major repairs made on campus after a storm went through in June of 2017
- ⇒ New Boiler was installed in the MHI building





# Staff



- ◇ 261 authorized positions
- ◇ 223 staff as of June 30, 2017
- ◇ 6.5 Contract Employee's in Education Dept.
- ◇ 1 Contract Employee (Chaplain)

## Personnel Turnover

Resignations	9
Retirements	21
Terminations	11
Deaths	1
New Hires	14
Transfers In	2

## Leave hours taken

Sick 24,427.03

Vacation Leave 29,339.53

Holiday /Comp Leave 3941.15/4,446.60

Enforced Leave 4,646.53

Total Hours of all Leave Taken 66,800.84

BENEFITS





**Clarinda Correctional Facility** strives to ensure that it is in compliance with “AD-TS-01” (Staff Professional Development Training Program). There are a variety of approaches and methods that are used to train new staff, and provide ongoing training to all CCF staff to ensure that each employee has the knowledge and skills needed to perform the duties of their jobs, safely and effectively.

**David Woods is the Training Specialist I at CCF.**

In March 2017 CCF began the training for CCF staff called “Core Correctional Practices”. Dave Woods Training Specialist I and Josh Matheny Drug Abuse Counselor II have been trained to instruct this class.

“Core Correctional Practices, or CCP, is a training that involves methods and skills that can be useful in targeting positive change with our offender population. The methods and skills that are in-evolved with CCP are things that were are currently doing, but the training allows for us to breakdown and identify what really works when we are targeting change within our offender population. Some aspects of CCP include: identifying the target population, applying principles of effective intervention, identifying core correctional practices as well as practicing them, and discussing, matching and utilizing interpersonal, practical and problem-solving methods and skills to assist in evoking change with our offenders. It is a two day, hands-on training that allows participants to not only learn these competencies and skills, but to actually utilize and practice them as well. “



<b>E-Learning</b>	<b>5,690 Hours</b>
<b>Hands on Training</b>	<b>5,971.5</b>
<b>Total Hours of CCF Staff Training</b>	<b>11,661.50</b>



# Staff Events

## CCF Celebrates its employees!

**The Week of** May 7th through 13th was Correctional Officers & Employees week. Labor/Management provided refreshments for the staff all week long! Monday was "Donut Stop" donuts, Tuesday was the annual cook out; the meat provided was ribeye, chicken breast, hamburgers, hot dogs, and bratwurst. In addition, there were delicious salads, chips and pop. Manning the grill was Warden Gibbs, Deputy Warden Weis, Associate Warden of Treatment Howard and Correctional Officer/Local Union President John Good. Helping to serve staff was Health Services Director Murray, Dietary Director Barton, and Associate Warden of Administration Baker. Local law enforcement was invited to join us for lunch! Staff also enjoyed being treated to popcorn and M & M's one day and Fresh Fruit trays another. Thank you to the Labor/Management committee for showing staff appreciation in this manner during Correctional Officers & Employees week!



## Years of Service Awards Earned by CCF Staff in FY'17

### 35 Years

Denise Rope

### 20 Years

Jeffrey Gustafson

Larry Vanden Bosch

Darla Link

Thad Nellis

Matthew Lundquist

Stacey Payne

Bernard Bergen

### 15 Years

Jerry McClurg

Barbara Rope

Harold Carpenter

### 10 Years

Shelly Falk

Jeremy Morrison

Scott Heuer

Matthew Gabel

David Woods

Morrie Hanson

Rick Glasgo

Mark Larson

Risee Poole

Katie Dornbusch



## Years of Service Awards Earned by CCF Staff in FY'17

### 5 Years

Evan Ruse

Brian Riley

Joseph Kinstler

### Employees of the Quarter

Michael Fletchall

Vincent Hernandez

### Kudos

Nick Esser

Tandon VanSyoc

Norman Crooks

Stacey Payne

## Employee Recognition





## More Staff Events

The Bedford Elementary Art students once again showed their appreciation to our Correctional Staff by making thank you cards to recognize our efforts during Corrections Week. They also designed cans full of candy to show appreciation to staff. This was a kind gesture by elementary kids.



**Warden Randy Gibbs showed appreciation to staff with a Slushy Machine in the Muster Room for an entire week !**

## In Memory



**In Memory of Dave Bahn**

***February 16, 1955-December 25, 2016***

***December 2nd 1994 was when Dave began his career at Clarinda Correctional Facility.***

***Dave 's services were held on Friday December 30, 2016.***

***He was a dedicated teammate and will be missed by fellow Correctional Officers at CCF***

**Thanks to the Labor Management Committee staff at CCF has enjoyed the following food events:**  
**“Donut Stop” donuts on December 27, Meat & Cheese trays on December 29, Baked Potato Bar on March 14<sup>th</sup>, and Walking Tacos on March 17<sup>th</sup>.**





## ***CCF Staff give to the community***



In December 2016 CCF participated in the adoption of two families over the holidays. This project was sponsored by Southwest Iowa Families. CCF adopted two families , one who had four children and one who had five children with a baby on the way. The generosity of CCF staff was over-whelming ! Almost every item on the wish list for each family was donated. In addition there was a chili feed/casual day . Employees could have a bowl of chili and dress casual to work for \$5.00. The money went to this project. Along with the money raised by the chili feed additional money was donated by staff. The total amount of money raised and donated was \$911.00. This money was used to purchase any items still needed for each wish list, and also to buy each family a Hy-Vee grocery gift card and Casey's gift card. Thank you to all staff who participated.!!!



The staff of the Clarinda Correctional Facility participated in a food drive for the Clarinda Community. The staff chose to do this shortly after school got out for the summer, as this can be a difficult time to keep the food pantry stocked.



As in the past CCF staff is generous in the giving to various charitable agencies through the One Gift campaign, giving . Larry Vanden Bosch a Correctional Counselor at our minimum site (CCFL) was the driving force in the campaign.

The following amounts were donated by CCF staff through opportunities to dress casual for a donation or a donation given for a chance at a front row parking spot.

- ⇒ **Wounded Warrior=\$350.00**
- ⇒ **Operation Blessing=\$635.00**
- ⇒ **Food Bank=\$375.00**
- ⇒ **Special Olympics.=\$208.00**