STATE OF IOWA DEPARTMENT OF CORRECTIONS

CLARINDA CORRECTIONAL FACILITY

2000 N. 16th St.

Clarinda, IA 51632

Iowa Department of Corrections

"Creating Opportunities for Safer Communities"

Steve Weis, Warden

Aaron Sharr, Deputy Warden

Clarinda Correctional Facility

*Warden Stephen Weis

Safety Officer
Human Resource Associate
Executive Officer 1

Deputy Warden
Aaron Sharr

Training Specialist 1

Plant Operations Manger 3
Cor Trades Leader
Electronic Engineer Tech
Power Plant Engineer

Associate Warden of Security
Don Baker

Security Director (AWS)
Corr. Officer
Sr. Corr. Officer (K-9, R&D)
Corr. Sup.
Storekeeper 3
1Admin Law Judge

Nursing Service Director
Doris Green

Nursing Serv. Director
Registered Nurse
Dentist
Dental Assistant
Physician
Nursing Unit Coordinator

Associate Warden of Administration
Meredith Baker

Public Serv. Manager 1 (AWA)
IT Specialist 3 (supervised by OCIO)
Purchasing Agent 2
Accounting Clerk 2
Storekeeper 3
Receptionist
Purchasing Asst.
Human Resource Tech Asst.

Food Service Director 3
Corr. Food Serv. Coord.
Correctional Bldg. Coord.

Associate Warden of Treatment
Blythe Larson

Correctional Treatment Director(AWT)
Psychologist 3
Activity Specialist 2
Chaplain
Admin Asst. 2
Clerk Specialist
Education — Contract

Treatment Services Director
Sr. Corr Officer (Unit SCOs)
Correctional Counselor

Key
** - at will position*

IDOC Director of Training

October 20, 2025

Dear Director Skinner:

The Clarinda Correctional Facility is proud to report a year of significant achievement and progress during Fiscal Year 2025. Our successes are a direct result of the dedication and exceptional performance of our entire team, who are committed daily to fulfilling our core mission. Through strategic planning, collaborative teamwork, and an unwavering focus on positive outcomes, we continue to uphold the Department's critical mission of "Creating Opportunities for Safer Communities." Despite persistent challenges, including high operational demands and staffing complexities, our commitment to organizational goals and mission integrity has remained paramount.

Operational and Strategic Highlights

- A persistent challenge throughout the fiscal year involved the maintenance and underutilization of the aging Mental Health Institution buildings, for which a programmatic use has yet to be identified. Notwithstanding this issue, the Facility has made substantive strides across multiple areas:

- Fiscal Responsibility and Training: We diligently managed our budget and placed a significant emphasis on staff development. Comprehensive training initiatives focused on security fundamentals, situational awareness, and Emergency Preparedness have been key to enhancing institutional safety.

- Facility and Community Engagement: We successfully executed facility aesthetic improvements and significantly expanded our community presence. Crucially, we have strengthened partnerships with external agencies to bolster our comprehensive reentry programs for incarcerated individuals.

Institutional Operations: Significant operational changes were implemented to optimize the environment for both staff and the incarcerated population. These enhancements include updates to recreation yards, movement protocols, and security procedures. A notable aspect of this transformation is that many of these improvements originated from staff suggestions gathered through dedicated engagement and communication channels.

Infrastructure Development
FY2025 marked substantial progress in our facility infrastructure projects, demanding remarkable adaptability from our operational teams:

- The roof replacement project was successfully completed.

- The kitchen and laundry facility project is nearing completion, with the final construction "punch list" scheduled for November 4, 2025.

Throughout the duration of these construction projects, which inherently introduced operational complexities, our staff maintained exemplary security standards.

These achievements, alongside others detailed within this report, underscore the Clarinda Correctional Facility's operational excellence and enduring dedication to its mission.

Sincerely,

SWeis

Stephen Weis Warden
Clarinda Correctional Facility
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Clarinda, IA 51632
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STAFF

- 247 authorized positions in FY25
- 231 staff employed at CCF as of June 30th, 2025
- 4.5 contract staff in education

- Personnel Turnover
- 28 Resignations
- 19 Retirements
- 19 Terminations
- 0 Deaths
- 64 New Hires

- Leave Hours Taken
- o Sick - 12,192.02
- Vacation - 27,851.68
- Holiday/Comp - 4,906.57
- Enforced Leave - 3,853.54
- Total Leave - 48,803.81

TREATMENT PROGRAMS

- In FY25, there were a variety of treatment programs offered to incarcerated individuals at CCF.
- AA (Alcoholics Anonymous) - Morning session had 10 individual /week for 40 weeks. Afternoon sessions had 10 individuals/week for 52 weeks. Evenings sessions had 18 individuals/week for 50 weeks.
- NA (Narcotics Anonymous) - Morning sessions had 18 individuals/week for 50 weeks. Evening sessions had 18 individuals/week for 52 weeks. East 2 group had 18 individuals/week for 14 weeks.
- Celebrate Recovery - Morning and afternoon sessions had 10 individuals for 52 weeks. Evening sessions had 18 individuals/week for 52 weeks.
- Achieving Change Through Value-Based Behavior (ACTV) is the primary treatment program offered at CCF. ACTV is a remedial program that focuses on corrective thinking and evaluating individual values. It is a 12-week program and meets two days per week.
- Moral Recognition Therapy (MRT) is a systematic treatment approach that seeks to decrease recidivism by increasing moral reasoning.
- CCF offers a variety of volunteer classes/services including:
- National Career Readiness Certificate – 3 separate tests (Math, Reading, and Workplace Documents).
- Storybook Program – (TIP Level 3 and 4) The Storybook Project keeps incarcerated parents and their children connected through reading. Once a month, parents and grandparents select one book per child and read to their children through a digital voice recorder with the assistance of staff/volunteer. The stories are burnt onto a CD and mailed, along with the book, to the child.
- Child Support Meetings: Child Support Recovery Staff visit CCF every 3-4 months to facilitate individual meetings with incarcerated individuals
- Staying Quit: An 8 module course that focus on cognitive based approach to relapse prevention that focus on changing ideas and behaviors related to relapse.

Annual Education Report – Clarinda Correctional Facility
Fiscal Year 2024 - 2025

HiSET:

- 74 individuals took at least one HiSET test at CCF in fiscal year 2024-2025.

- 22 completed and passed all five HiSET tests with an average test score of 13.

- The department's overall passing rate was 88% with 21 registered fails out of 160 total tests. The department recorded 16,549 total contact hours.

- There were 0 individuals who completed the entire HiSET battery who failed to pass which resulted in a completion pass rate percentage of 100%.

Subject	Number of Tests	Number of Fails	Average Scores	Passing Rate
Writing	31	1	13	97%
Social Studies	30	1	13	97%
Science	27	1	14	96%
Reading	32	8	12	75%
Math	40	10	12	75%
Overall Totals	160	21	13	87%
Completions Totals	22	0	66	100%

Literacy & ESL:

- 39 individuals participated in Literacy programs in fiscal year 2024-2025. 0 of those individuals were considered ESL students.

- 15 incarcerated individuals earned their Literacy Completion Certificate. The departmental completionrate was 38%.

- The department recorded 2637 total contact hours in Literacy/ESL

Vocational Education:

- The Vocational Program at CCF offers courses in CDL, OSHA 10, CPR, and IDALS in a typical year. 18 individuals participated in vocational education in fiscal year 2024-2025.
- 5 individuals completed vocational education courses. The department completion rate was not applicable.
- The department recorded 5100 total contact hours in Vocational

Special Education:

- 10 individuals participated in Special Education programs in fiscal year 2024-2025.
- 4 of those students were Literacy students, 6 of them were HiSET students and 0 were high school diploma students.
- No Special Education students earned their Literacy certificate, HiSET, or high school diploma at CCF this fiscal year. The department recorded 375 total contact hours in Special Education.

Testing and Assessment:

- Testing and Assessment at CCF includes HiSET, CASAS, IDALS and Apprenticeship testing.
- Total department assessment hours were 448.

	FY25	Department Revised Budget	Actual Revenue & Expenditures	Projected Total	Total Projected Percentage
	FTE Positions				
	Correctional Officer	135.00			
	Total Staffing	247.00			
	Resources Available				
04B	Balance Brought Forward - Drug Forfeiture	-	-	-	---
04B	Balance Brought Forward - Local Funds	-	-	-	---
04B	Balance Brought Forward - General Fund	-	61,759.00	61,759.00	---
05A	Appropriation	28,625,610	28,625,610.00	28,625,610.00	100.00%
---	Appropriation Transfer	-	-	-	---
---	Legislative Adjustments	-	-	-	---
201R	Federal Support	1	-	-	0.00%
202R	Local Governments	-	-	-	---
204R	Intra State Receipts	600,000	700,000.00	700,000.00	116.67%
205R	Reimbursement from Other Agencies	-	-	-	---
234R	Transfers - Other Agencies	400	73,703.84	73,703.84	18425.96%
301R	Interest	-	-	-	---
401R	Fees, Licenses & Permits	115,000	109,458.85	109,458.85	95.18%
401R	Enrollment / Supervision Fees	-	-	-	---
401R	Sex Offender Fees	-	-	-	---
401R	IDAP / BEP Fees	-	-	-	---
401R	Other Client / Group Fees	-	-	-	---
402R	Tuition & Fees	-	-	-	---
501R	Refunds & Reimbursements	240,000	248,577.80	248,577.80	103.57%
501R	State Offender Rent	-	-	-	---
501R	Federal Bed Rent	-	-	-	---
501R	Federal UA Contract Reimbursements	-	-	-	---
602R	Sale of Equipment & Salvage	-	-	-	---
603R	Rents & Leases	30,450	32,700.00	32,700.00	107.39%
604R	Agricultural Sales	-	-	-	---
606R	Other Sales & Services	-	-	-	---
701R	Unearned Receipts	-	-	-	---
704R	Miscellaneous	-	-	-	---
	Total Resources Available	29,611,461	29,851,809	29,851,809	100.81%
	Funds Expended and Encumbered				
101	Personal Services-Salaries	23,933,742	23,192,815.55	23,192,815.55	96.90%
202	Personal Travel (In State)	61,950	97,178.03	97,178.03	156.87%
203	State Vehicle Operation	90,000	77,979.34	77,979.34	86.64%
204	Depreciation	50	-	-	0.00%
205	Personal Travel (Out of State)	50	875.39	875.39	1753.59%
301	Office Supplies	22,000	16,510.72	16,510.72	75.05%

302	Facility Maintenance Supplies	284,877	277,574.24	277,574.24	97.44%
303	Equipment Maintenance Supplies	70,000	100,478.70	100,478.70	143.54%
304	Professional & Scientific Supplies	120,500	96,890.05	96,890.05	80.41%
306	Housing & Subsistence Supplies	388,574	369,289.79	369,289.79	95.04%
307	Ag,Conservation & Horticulture Supply	-		-	---
308	Other Supplies	53,602	42,083.81	42,083.81	78.51%
309	Printing & Binding	-	5.88	5.88	---
310	Drugs & Biologicals	-		-	---
311	Food	1,608,884	1,913,161.99	1,913,161.99	118.91%
312	Uniforms & Related Items	40,800	29,892.93	29,892.93	73.27%
313	Postage	3,000	19,005.60	19,005.60	633.52%
401	Communications	52,500	84,253.10	84,253.10	160.48%
402	Rentals	3,550	6,485.00	6,485.00	182.68%
403	Utilities	1,200,000	1,100,113.35	1,100,113.35	91.68%
405	Professional & Scientific Services	308,428	629,780.00	630,480.00	204.42%
406	Outside Services	190,950	244,323.11	244,323.11	127.95%
407	Intra-State Transfers	-	-	-	---
408	Advertising & Publicity	500	890.00	890.00	177.99%
409	Outside Repairs/Service	160,299	200,368.63	200,368.63	125.00%
412	Auditor of State Reimbursements	-	-	-	---
414	Reimbursement to Other Agencies	458,760	617,082.89	617,082.89	134.51%
416	ITD Reimbursements	189,795	272,448.42	272,448.42	143.55%
417	Worker's Compensation	-	-	-	---
418	IT Outside Services	-	-	-	---
419	Intra Agency Reimbursement	-	-	-	---
433	Transfers - Auditor of State	-	-	-	---
434	Transfers - Other Agencies Services	1,000	24,461.12	24,461.12	2445.92%
501	Equipment	2,100	38,639.50	38,639.50	1840.08%
502	Office Equipment	-		-	---
503	Equipment - Non-Inventory	2,500	716.88	716.88	28.68%
510	IT Equipment	20,000	54,558.40	54,558.40	272.79%
601	Claims	50	-	-	0.00%
602	Other Expense & Obligations	340,000	340,970.49	340,970.49	100.29%
604	Securities	-	-	-	---
701	Licenses	3,000	2,188.04	2,188.04	72.93%
702	Fees	-	-	-	---
705	Refunds-Other	-	-	-	---
901	Capitals	-	-	-	---
	Support Totals	5,677,719	6,658,205	6,658,905	
---	Balance Carry Forward - Drug Forfeiture	-	-	-	---
---	Balance Carry Forward - Local Funds	-	-	-	---
---	Balance Carry Forward - General Fund	-	-	-	---
---	Reversion	-	-	-	---
	Total	29,611,461	29,851,021	29,851,721	100.81%