

# NORTH CENTRAL CORRECTIONAL FACILITY



2018 ANNUAL REPORT



## STATE OF IOWA

KIM REYNOLDS, GOVERNOR  
ADAM GREGG, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS  
JERRY W. BARTRUFF, DIRECTOR

Jerry Bartruff, Director  
Iowa Department of Corrections  
Des Moines, IA 50319

RE: NCCF Annual Report for Fiscal Year 2018

I am pleased to present to you the annual report for the North Central Correctional Facility (NCCF). This facility continues to thrive given the continual challenges of the population we serve. NCCF promotes high expectations in meeting those challenges while remaining true to our mission of creating opportunities for safer communities; both inside and outside of our institution. Our staff present the high work ethic that we have come to expect and continue to operate NCCF in a safe and secure manner.

NCCF provides evidence-based programming proven to be effective in the efforts to elicit change in our population. Interventions offered during FY'18 include ACTV: Achieving Change through Value-Based Behavior and Thinking for a Change. We also offer education programs through Iowa Central Community College including HiSET, literacy and Life skills. NCCF is fortunate to have an Iowa Workforce Associate assigned to our facility to assist with POETS: Providing Opportunities for Ex-Offenders to Succeed, NCRC: National Career Readiness Certificate testing, apprenticeship programs and certificate programs. IWD also helps with job searching at the time of release; resume building, and interviewing skills.

Our facility continues to add work opportunities to increase soft and hard skills of employment for our population. Those in our work program gain vocational skills as well as general employment skills (going to work and getting there on time, getting along with peers and supervisors, staying on task, respect in the work place, etc.) that can help gain and maintain employed upon release. Iowa Prison Industries (IPI), three private sector companies and various communities offer work opportunities for our population. NCCF moved forward in offering training in federal apprenticeship areas as we went from the original four apprenticeship areas to currently offering 19 different apprenticeship opportunities.

Collaborative efforts are required to ensure successful reentry. Iowa should be proud of the efforts made with various state agencies and communities working together in successful release of the incarcerated individuals here. NCCF works with local communities and provides work crews as needed. Along with that, we collaborate with Iowa Central Community College for vocational training opportunities and Iowa Workforce Development to helping with employment connections upon release.

NCCF is looking forward to future challenges the Iowa Department of Corrections (IDOC) will face. We are committed to assisting with public safety and elimination of future victimization. The mission of the Iowa Department of Corrections is Creating Opportunities for Safer Communities. North Central Correctional Facility is committed to having a safer Iowa for all people in every community. Our staff take great satisfaction in providing a safe and secure work environment for staff and incarcerated individuals alike and we practice core correctional practices to assist our population in the changes we know they can make.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert A. Johnson".

Warden Robert A. Johnson

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# Iowa Department of Corrections



## **VISION:**

An Iowa with No More Victims

## **MISSION:**

*Creating Opportunities for Safer Communities*

## **VALUES & BELIEFS**

- We believe people can change.
- We believe staff are agents of change.
- We believe in continuous quality improvement.
- We believe in applying data-driven decisions.
- We believe in maximizing resources.

# Guiding Principles

Safety

Victim Reparation

Reentry

Collaboration

Evidence-Based Practices

Transparency

Respect for Others

Staff Recruitment and Development

Fiscal Responsibility

# North Central Correctional Facility



## MISSION

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*CREATING OPPORTUNITIES FOR SAFER COMMUNITIES BY OPERATING A SAFE AND SECURE MINIMUM SECURE INSTITUTION, WHICH PROVIDES OPPORTUNITIES FOR SUCCESSFUL TRANSITION INTO SOCIETY.*

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## GUIDING PRINCIPLES

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- *We provide public safety through proper classification, observation and professional judgement.*
  - *We provide meaningful work opportunities for all offenders so that they may develop and enhance employment skills.*
  - *We provide evidence-based interventions addressing criminogenic need and affecting offender thinking/values.*
  - *We provide a labor force to serve local and surrounding communities.*
  - *We provide staff development for personal and professional growth.*
  - *We provide technology to enhance safety, security and operational efficiency.*
-

# NCCF GOALS AND ACCOMPLISHMENTS

*Research opportunities in the community and the private sector to employ additional incarcerated individuals in meaningful job opportunities.*

NCCF strives to provide incarcerated individuals meaningful job skills to increase the opportunity for gainful employment upon release. During FY'18, NCCF offered three private sector opportunities (NuAge Telemarketing, Rose Acres Farm, and Graphic Edge). NCCF began preliminary work with additional private sector opportunities in FY'18 with men starting employment with three additional private sector companies during FY'19 (JetCo, IPI Balloon Packaging, and Landus Coops). NCCF did lose one company (NuAge) who pulled out of the institution in June 2018. Private Sector employment is an opportunity for incarcerated individuals to gain hard and soft employment skills as well as paying more on restitution and child support. NCCF continues to move forward in this area and hopes to increase the opportunities as time goes on.



NCCF continues to collaborate with Iowa Central Community College (ICCC) in offering important educational opportunities in the trades areas. Men are able to participate in the classroom both at NCCF and at ICCC through the minimum outs classification system. NCCF is fortunate to collaborate with Iowa Workforce Development (IWD). Brian Pibal, IWD Advisor, is able to schedule interviews; send out resumes, manage the apprenticeship programs, and facilitate both POETS (Providing Opportunities for Ex-Offenders to Succeed) and NCRC (National Career Readiness Certificate) classes. During FY'18, 45 people completed the POETS class and 324 completed the NCRC testing.

Brian Pibal manages the apprenticeship program and serves on the apprenticeship committee. He has been instrumental in NCCF's offering of 19 different apprenticeship programs and 2 certification programs. NCCF offers ServSafe Certification to kitchen staff and assists IPI in offering the welders who work there the AWS (American Welding Society) certificate. Brian continues to research opportunities to benefit incarcerated individuals in the employment area.



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*Ensure that all NCCF staff receive training in Evidence Based Practices.*

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Core Correctional Practices (CCP) continues to be the focus during FY'18. One additional staff completed training to facilitate CCP classes for staff. NCCF collaborated with Fort Dodge Correctional Facility (FDCF) in the efforts to train all staff by January 1, 2019. Between the two facilities, there are seven trained facilitators to train all staff from both institutions. At the end of FY'18, approximately 25 NCCF staff completed CCP training. Our facility is on track to meet the January 1, 2019 deadline.

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*Ensure that all interventions offered are evidence based and address criminogenic needs.*

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NCCF continues to offer core interventions of Thinking for a Change (T4C) and ACTV: Achieving Change through Value-Based Behavior, both proving to be effective in changing behavior. During FY'18, NCCF added two classes that focus on mental health. Seeking Safety and REST (Relaxation Exercises and Sleep Techniques).

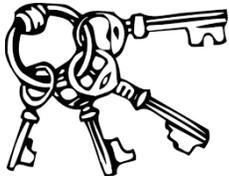
**REST (Relaxation Exercises and Sleep Techniques)** was created by an incarcerated individual with assistance from Dr. Theresa Clemmons and Psychologist Kathy Khommanyong. The class is designed to improve the quality of sleep without medication. The class is 6-weeks long and includes good sleep hygiene, improving the sleep environment, relaxation training, sleep restriction, and stimulus control therapy.

**Seeking Safety** is a present-focused treatment for clients with a history of trauma and substance abuse. It is a flexible class with a focus on coping skills and psychoeducation. There are five key principles reviewed throughout the sessions.

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*Increase our use of technology to ensure proper maintenance of safety and security.*

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PDA (personal digital assistant) technology continues to be the focus of technology advancement at NCCF in FY'18. We continued to use the PDA for count and now are using them for building checks and searches. NCCF continues to use electronic logs for required documentation. NCCF developed an access database to track physical keys during the fiscal year. NCCF continues to work on upgrading the recording server for the camera system and is in the planning stages of creating visitor badges with pictures for the visitors that come in.

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*Develop new leaders for the future of NCCF and the Iowa Department of Corrections.*

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NCCF brought in two new leaders during FY'18. Troy Hammen, Treatment Services Director (Security) and Linda Bellinghausen, Nursing Services Supervisor began their respective roles and continue to manage the security and health services areas respectively. Deputy Warden Adam Yetmar continues his work on the leadership team. During FY'18, all NCCF managers/supervisors attended the IDOC leadership development modules: Transition to Supervision, Coaching and Emotional Intelligence. One staff person did complete the Trainer of Trainer's program for the IDOC Leadership Institute. As we move into FY'19, the plan is to train a minimum of 20 more direct service staff in this important leadership curriculum.



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*NCCF Leadership during FY'18*

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*Warden NCCF/FDCF  
Robert Johnson*



*Deputy Warden  
Adam Yetmar*



*Nursing Services Supervisor  
Linda Bellinghausen*



*Food Services Director  
Tim Motl*



*Security Services Director  
Troy Hammen*



*Treatment Services Director  
Karin Kruse*

# HISTORY OF NORTH CENTRAL CORRECTIONAL FACILITY

## PHYSICAL PLANT CHANGES

The North Central Correctional Facility (NCCF) is one of nine (9) correctional facilities operated under the Iowa Department of Corrections (IDOC). NCCF is a minimum-secure facility with a single razor-wire fence surrounding the institution proper. The current design capacity for NCCF is 245 and the average population at NCCF is 490, with the capacity to hold up to 494 offenders (down from 502 in FY'17). NCCF includes almost 220 acres of grounds with 13 acres located within the secure perimeter. Iowa Prison Industries (IPI) manages the farmland surrounding the institution.

NCCF was constructed from 1916 – 1918 with labor provided by incarcerated individuals. Originally utilized as the women's prison, there was not a fence. In 1982, the facility converted to a men's medium security prison and a 12-foot fence was constructed. Through the years, additional razor ribbon and a fence alarm system have been added. In 1982, the women from NCCF were relocated to the current women's prison in Iowa, the Iowa Correctional Institution for Women (ICIW), in Mitchellville, Iowa. Improvements have been made to NCCF since 1982, when the facility held approximately 100 offenders.



In 1993, the facility added living unit D (including D-North, D-South and D-Segregation), the Visitor Center, Multi-Purpose Center and the Kitchen. Originally, each room in D-North and D-South was constructed to hold four (4) men. Since the original construction, six (6) more beds have been added to each room bringing the capacity for each side of the D-building to 160 offenders. Currently, over half the institutional population reside in the two sides of Living Unit D.

During FY'14, lockers were constructed under the beds in D-North to increase the storage area for offenders housed there. This change helped decrease the amount of theft in the units and helped in creating a more organized space. NCCF completed installation of the lockers on the first floors of D-North and D-South during FY'15. NCCF finished this project during FY'16.



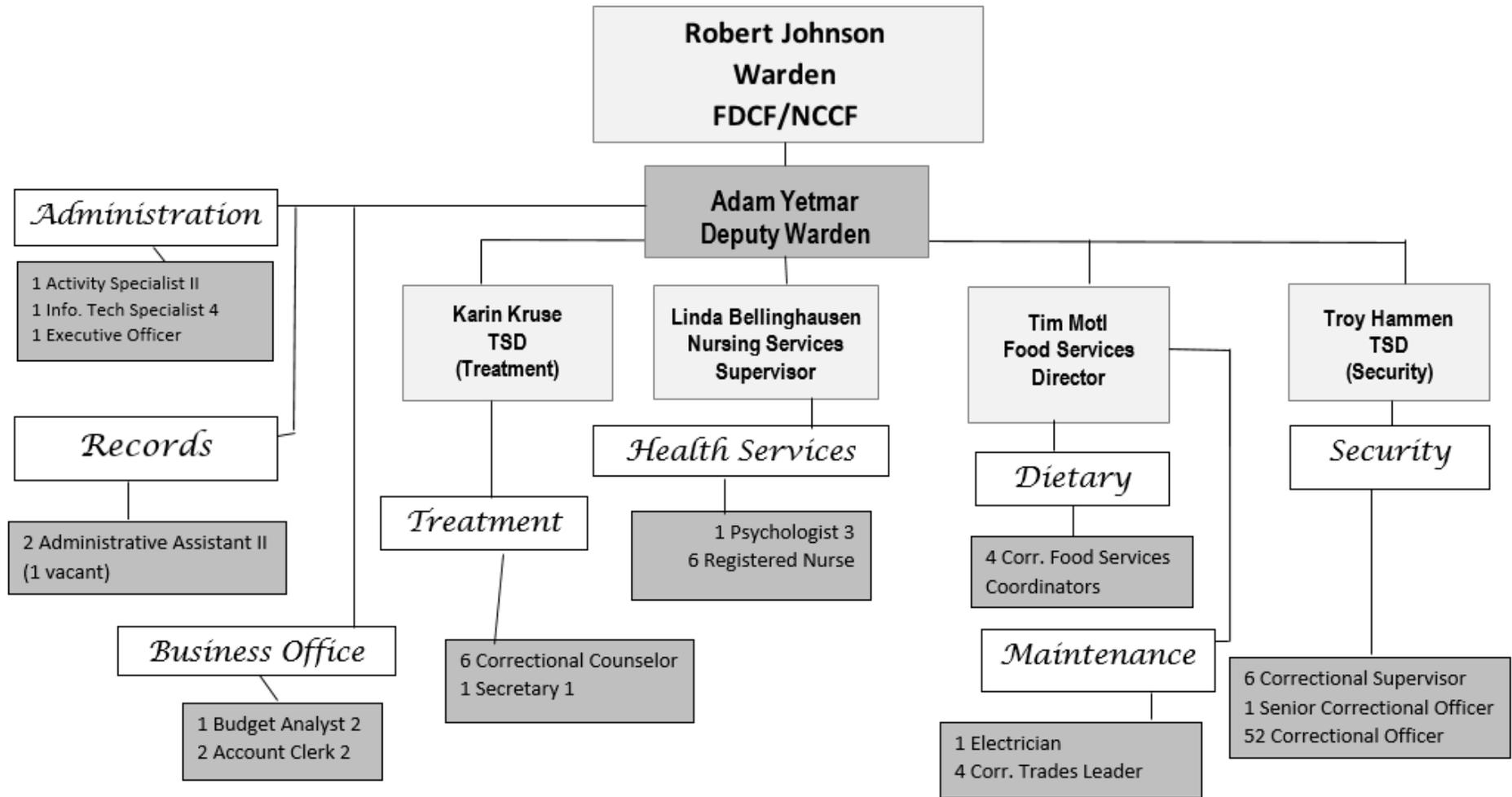
NCCF completed a new kitchen in 2012 and had 12 cameras located around the institution at that time. The building that was previously the kitchen was re-purposed into a Chapel area in 2013. This created two group rooms for volunteer groups to use, freeing up much-needed space in the treatment area for treatment groups. It also increased security, as the Chapel is closer to the front gate and increased the ease of checking on the volunteers present. The area is used primary for volunteer groups and is a huge asset. In FY'18, NCCF began using this space to process work crews out. This is especially nice during the cold winter months.

NCCF completed the health services area-remodeling project in FY'15. As part of this, a waiting room was added, pharmacy was moved, barbershop was moved, and dentist office was expanded. These changes were a welcome change to the previously overcrowded health services areas.

NCCF completed repairing the stucco on the older buildings during FY'16. During this time, NCCF also worked on reducing visibility barriers and created a safer environment by cutting down several trees that had rotted and by trimming trees across the camp.

The outdated fire alarm system was replaced in FY'17 with the system installation completed in FY'18. NCCF also began planning major maintenance projects that will be completed during FY'19. Planning for window replacement in the original cottage buildings, roof and siding on the MPC, and a new drainage system for the R/D building began in FY'18 with the actual work done throughout FY'19. Plans to complete these projects is scheduled for June 30, 2019.

# NCCF ORGANIZATIONAL CHART



# NCCF TREATMENT SERVICES



## Iowa Central Community College

- Vocational Welding
- ServSafe
- Osha/Forklift
- Supply Chain Management
- Pell Welding
- Pell Advanced Welding
- Pell Supply Chain Management

North Central Correctional Facility continues to collaborate with Iowa Central Community College out of Fort Dodge for vocational opportunities. Throughout FY'18, 254 men were able to participate in one of the many classes that were offered with 245 completing the class. With a 96% completion rate, this is definitely a successful partnership.

Iowa Central Community College also facilitates the HiSET, Literacy and Lifeskills programs at NCCF. Evidence supports the substantial increase in successful transition with services in these areas. Having the high school equivalency also increases the future earning potential for the participants and gives them a sense of satisfaction in their abilities.

As we move into FY'19, ICCF plans to offer the Industrial Safety Certificate, which will include the OSHA 30, forklift and CPR certifications. This will be a great addition to our population.

	Participated	Completed
HiSET	170	48
Literacy	38	24
Life Skills	301	289
Vocational Welding (non-credit)	18	18
ServSafe	44	41
Osha/forklift	119	119
Supply Chain Mgmt (non-credit)	18	18
Pell Welding	28	24
Pell Advanced Welding	8	7
Pell Supply Chain Mgmt	19	18

- POETS
- NCRC
- Welding Certificate
- Apprenticeships
- Job Searching
- Resume Building
- Tax Credit documents
- Interview skills

North Central Correctional Facility also collaborates with Iowa Workforce Development (IWD) and provides essential job training programs and certificates to our population. IWD Advisor Brian Pibal works at NCCF and is a huge asset to our facility.

With the help of IWD, we are able to provide 19 different apprenticeship programs recognized by the US Department of Labor. On-the-job training hours entered into the national apprenticeship database for participants working in applicable areas at NCCF. Brian Pibal facilitates the appropriate testing of the book material to further increase employability. Forty-one men participated in apprenticeship training during FY'18 with ten men completing the Journeyman level of apprenticeship prior to release from NCCF.

Brian held a job fair at NCCF in April 2018 with representation from the United Way, area unions, and Iowa Laborers' Education and Training fund.

NCCF, IWD and ICCF host a graduation ceremony twice each year to recognize the progress made by these voluntary participants.





## NCCF TREATMENT CLASSES

- Thinking for a Change
- ACTV: Achieving Change through Value-Based Behavior
- Prime for Life: 321J (educational for driving license issues)

Throughout FY'18, NCCF continued our focus to provide evidence-based programming to our clientele. Currently, two curriculums are offered to address the most prevalent issues for incarcerated individuals.

Thinking for a Change is a curriculum created by the National Institution of Corrections and targets the thoughts that result in criminal behavior so often evident in the men we work with.

ACT: Achieving Change through Value-Based Behavior is a domestic violence program that has incorporated the essential components of Acceptance and Commitment Therapy (ACT). The goal is to help participants use respectful, adaptive and health behaviors in their relationships.

Intervention	Total
ACTV: Achieving Change through Value-Based Behavior (IDAP)	69
PRIME for LIFE – 321J	48
REST (Relaxation Exercises and Sleep Techniques)	12
Seeking Safety	29
Thinking for a Change	126
Location Total	<b>284</b>

## MENTAL HEALTH AWARENESS

REST: Relaxation  
Exercises and Sleep  
Techniques

Seeking Safety

BE  
THE  
CHANGE



Mental health is a huge area of concern throughout the nation and specifically, with our population. Currently, approximately 32% of the NCCF population (157 out of 486) has some type of mental health diagnosis and over 50% (245 out of 486) have an active prescription for a psychotropic medication. As part of the mental health education movement, Psychologist Kathy Khommanyvong introduced both REST and Seeking Safety to the NCCF population during FY'18.

NCCF also provides education to those people that may not have a mental health issue but may come into contact with someone that does. As part of that effort, Ms. Khommanyvong and the NCCF Mental Health Mentors, assisted by IDOC Mental Health Director Dr. Jerome Greenfield and IDOC Psychiatrist Dr. Theresa Clemmons, presented a Mental Health Awareness Day program. This program was open to staff and incarcerated individuals to



increase awareness of mental health issues and help education participants. They hope to make this an annual event during National Mental Health Awareness month.



## NCCF EDUCATIONAL/VOCATIONAL CLASSES

NCCF continues to collaborate with outside agencies to provide a wide range of educational and vocational opportunities.

Intervention	Number served in FY'18
HiSET (High School Equivalency)	120
ICCC Culinary Arts Class	32
ICCC-PELL- Supply Chain Management	22
ICCC-PELL- Welding	28
ICCC-PELL- Welding 2	8
Iowa Workforce Development Employment Class (POETS)	43
Life Skills - ICC	292
Literacy	33
National Career Readiness Certificate - NCCF	320
NCCF Apprenticeship - BAKER (BAKE PRODUCE)	1
NCCF Apprenticeship - CABINET MAKER	2
NCCF Apprenticeship - COMPUTER OPERATOR	1
NCCF Apprenticeship - COOK (ANY INDUSTRY)	9
NCCF Apprenticeship - ELECTRICIAN	2
NCCF Apprenticeship - ELECTROSTATIC POWDER COATING TECH	1
NCCF Apprenticeship - FABRICATOR-ASSEMBLER, METAL PROD	3
NCCF Apprenticeship - HOUSEKEEPER, COM, RES, IND.	3
NCCF Apprenticeship - LANDSCAPE MANAGEMENT TECHNICIAN	5
NCCF Apprenticeship - MAINTENANCE REPAIRER, BUILD	3
NCCF Apprenticeship - MATERIAL COORDINATOR	1
NCCF Apprenticeship - PLUMBER	3
NCCF Apprenticeship - REFRIGERATION, AIR CONDITION MECH (HY)	1
NCCF Apprenticeship - SCREEN PRINTER	1
NCCF Apprenticeship - UPHOLSTERER	1
NCCF Apprenticeship - WELDING, COMBINATION	2
Supply Chain Management	135



## NCCF VOLUNTEER PROGRAMS

Each year, community members around the area come to NCCF to volunteer their time and talents to our population. We are very thankful for the assistance from the below listed groups/agencies who provide religious services, lead support groups, teach classes, assist with reentry services and help with our animal programs. Many of these assist on a regular basis; however, some listed only have come in once or twice.

<i>Church of the Damascus Road</i>	<i>Paws and Effect Program</i>	<i>Abundant Life Ministries</i>
<i>Alcoholics Anonymous</i>	<i>Veteran's Administration Specialist</i>	<i>Catholic Mass</i>
<i>Sunday Christian Worship</i>	<i>Essential Instructions Ministry</i>	<i>Jehovah's Witnesses</i>
<i>Incarcerated Veteran's Representative</i>	<i>Harvest Baptist Church</i>	<i>Pound Dog Program</i>
<i>Ceramics Class</i>	<i>Narcotics Anonymous</i>	<i>Ultimate Journey Representative</i>
<i>Celebrate Recovery</i>	<i>Evelyn K. Davis Center Representative</i>	<i>United Way (Bob Brown) Rep.</i>
<i>Calhoun County Animal Shelter</i>	<i>Animal Rescue League</i>	<i>Image Sponsors</i>

## Civic/Religious Organizations

Annex

Charity Bible Study

Damascus Road

Image Program

Insiders Organization

Jehovah Witness Group

Lifer Organization

Veteran's Organization

# Thank You!

Many Incarcerated Individuals at NCCF are involved in one of the three charitable organizations inside the fence. Others give back to the church of their choice. Community involvement is a deterrent for those men making efforts to change. Each group is led by the members of the group and not by any staff or outside agency. Charitable donation requests are reviewed by the membership and decisions made on who to give to and how much.

Organization	Amount Given FY'18
Annex	\$450.00
Charity Bible Study	\$94.91
Church of the Damascus Road	\$1,519.70
Image Program	\$200.00
Insiders' Organization	\$1,000.00
Jehovah Witness Group	\$85.00
Lifer Organization	\$850.00
Veteran's Organization	\$3,400.00
<b>Total Contributions FY'18</b>	<b>\$7,599.61</b>

# Community Service

Total  
Hours  
Of  
Community  
Service:  
76,792

In addition to charitable giving opportunities, men at NCCF are able to give back to communities through community service employment. While at work, they may be paid a small wage in a community service job but also learn valuable soft and hard skills of employment that will further increase success at the time of release.



Three of the more popular community service projects include working with the Animal Rescue League (caring for abused horses), Calhoun County Animal Shelter (re-socializing abused pets) or work with the Paws & Effect (training service dogs) project.



During FY'18, NCCF received the first puppy in the Paws & Effect training program. Paws & Effect was established in 2006 as a Pet Partner program in Iowa. This service-dog program provides trained dogs to children and veterans at little to no cost to recipients, while covering all veterinary and training expenses associated with raising the dog. Men at NCCF are excited to participate in this worthy cause.

Additional community service locations and areas are listed below:



Rockwell City	Fort Dodge	Lohrville
Carroll	NCCF Woodshop	Carroll
Ames Tree Nursery	Humboldt	Brushy Creek
Glidden	DNR	Rolfe
Gowrie	New Hope Village	Cherokee

## FINANCIAL STATUS INFORMATION

Incarcerated Individuals employed at NCCF are paid a wage, even if the job assignment is for a community service project. Wages start at \$.27/hour and go up. Those working in private sector employment receive premium pay while institutional employment pays much less with the highest institutional employment wage coming from employment at Iowa Prison Industries.

### Earnings information

Wages from institutional allowances	\$266,514
Wages from Private Sector allowances (gross)	\$404,399
<b>Total wages paid in FY'18</b>	<b>\$607,913</b>

### Payment information

Restitution Paid	\$137,741
Child Support Paid	\$44,323
Victim Compensation Paid	\$20,216
<b>Total amount paid back in FY'18</b>	<b>\$202,280</b>

# STATISTICAL INFORMATION



NCCF serves as a releasing institution for the state of Iowa. NCCF is classified as a minimum secure facility and houses minimum custody and minimum workout individuals. As a releasing institution, the average length of stay is low at **7.7 months**. NCCF received 767 men and released 764 with an average population of 488.70. NCCF has an average daily cost per offender at **\$58.18** while the average daily cost per offender for the total DOC population is \$92.19. The average cost per incarcerated individual at NCCF is \$21,744, which is the lowest in the state.

Supervision Status	Active at Start	New Admits	Closure	Active at End	Offenders Served
Prison	491	764	764	491	1,255
Prison Compact	1			1	1
Supervision Status Totals	492	764	764	492	1,256

## EMPLOYEE INFORMATION

There were many staff changes throughout FY'18. During this time, the Warden, Human Resources Associate, and Training Specialist positions were combined with Fort Dodge positions. The Executive Officer position was not filled and the open Administrative Assistant position was under review for a change in job class at the end of the fiscal year. NCCF had 16 additions and 16 subtractions from the staffing as follows:

Type In	Number
New Hires	14
Transfer In	1
Reinstatement	1
<b>TOTAL IN</b>	<b>16</b>

Type Out	Number
Resignation	9
Transfer Out	3
Retirement	4
<b>TOTAL OUT</b>	<b>16</b>



**CONGRATULATIONS ON YOUR  
RETIREMENT!**

OFFICER WILLIAM GLASER

OFFICER CHERYL JANSSEN

OFFICER LELAND LOUX

TRADES LEADER WILLIAM JUNKMAN

## Employee Spotlight

Throughout the year, the Employee Committee honors different employee's for the contributions they make. Each honored staff member receives a close parking spot and monetary gratification.

**C.O. Duane Nelson**

/

**FSC Tery Young**



**C.O. Dane Stewart**



**C.O. Rob Ross**

/

**C.O. Ryan Vosberg**



## Staff Giving



NCCF staff adopted two families in the area to make Christmas a little brighter. Staff brought in gifts or donated cash and the employee committee purchased items for the two families. The gifts were taken to Calhoun County Development for distribution.

This year, NCCF added the D/SAOC fundraiser to our list of supported events. D/SOC (Domestic and Sexual Assault Outreach Center) is an organization that supports victims of domestic and sexual assault. A “Jean’s Day” event was held with \$5.00 paid by staff to wear jeans. \$60 was raised the first year and we know this will increase in the years to come.



NCCF continues to give generously to area organizations.



Law Enforcement Torch Run for Special Olympics continues to be one of the organizations supported by our staff. Through sales of supporter t-shirts and Pigskin Raffle tickets, NCCF was able to contribute over \$500 to the organization.

Throughout the year, NCCF staff participate in various events that bring in canned foods and other items. The local food bank, Calhoun County Family Development, distributes these items to those in need. Events include casual day potlucks with bringing in a food item and a close parking spot each month selected from anyone who donates. In addition to the many food items donated, NCCF was able to collect \$386.00 to go to this worthy cause.



