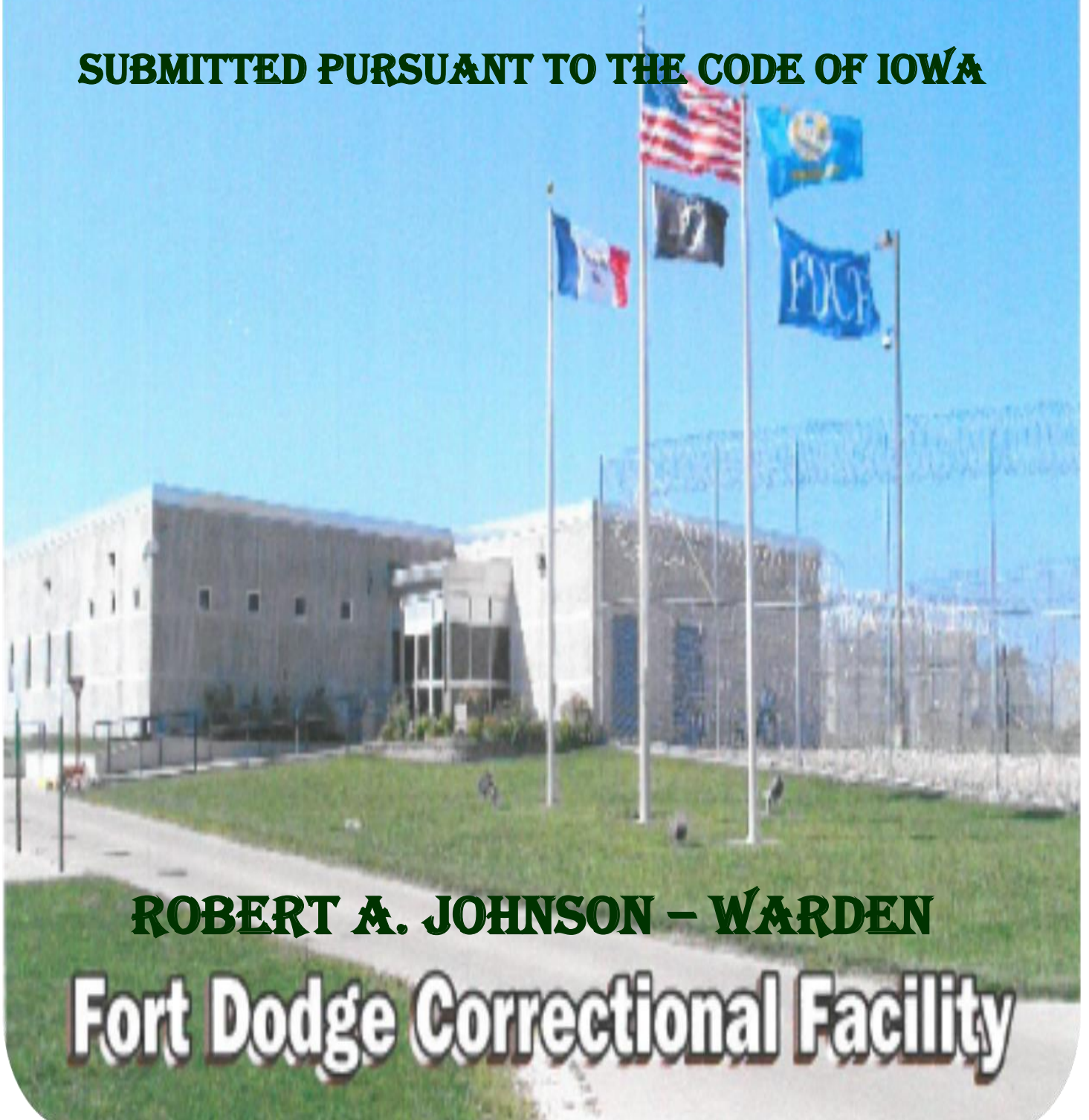


# **ANNUAL REPORT**

## **JULY 1, 2017 – JUNE 30, 2018**

**SUBMITTED PURSUANT TO THE CODE OF IOWA**



**ROBERT A. JOHNSON – WARDEN**

# **Fort Dodge Correctional Facility**



MEMO

**TO:** *Jerry Bartruff, Director*

**FROM:** *Warden Robert A. Johnson*

**DATE:** December 19, 2018

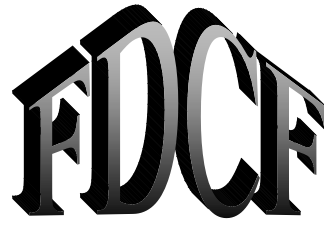
**RE:** Annual Report of the Fort Dodge Correctional Facility for Fiscal Year 2018

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On behalf of the staff at the Fort Dodge Correctional Facility, I am presenting you with the fiscal year 2018 report. As you are well aware, the Mission of the Department of Corrections is Creating Opportunities for Safer Communities. As you review this report, it will become apparent that the staff of this fine facility continues to strive at meeting the mission of the facility and of the Department of Corrections. The staff at FDCf takes great pride in their work and truly wants to make a difference in the lives of those incarcerated, while continuing to protect communities.

## *Table of Contents*

MEMO FROM THE WARDEN	2
TABLE OF CONTENTS	3
MISSION VISION, VALUES, AND BELIEFS	4
FACILITY HISTORY, LOCATION	5-7
TABLE OF ORGANIZATION	8
PROGRAMMING/VOLUNTEER GROUPS	9 - 11
COMMUNITY PROJECTS BY OFFENDERS AND STAFF	11 - 15
CORRECTIONS, EDUCATION AND NURSES WEEK	16
FINANCIAL STATUS REPORT	17 - 18
2018 FINANCIAL INFORMATION	19
HEALTH SERVICES DATA	20
MENTAL HEALTH	21
LIBRARY	21
MEDIA CENTER	22
VOLUNTEER PROGRAM	22
EXECUTIVE OFFICER	22
SUPPORT SERVICES	22 - 23
SECURITY	24
CERT	24
EMPLOYEE STATISTICS	25
YEARS OF SERVICE	26 - 27
RETIREMENTS	28
EMPLOYEE SPOTLIGHT	29



## *Mission Statement - Fort Dodge Correctional Facility*

To protect the Public, Employees, and Offenders by operating a safe and secure medium security institution with emphasis on treatment options for the youthful offender.

## *Vision*

The vision of the Fort Dodge Correctional Facility is to continue to provide a safe, secure, and healthy environment by promoting positive change in behaviors and beliefs to empower offenders to become productive citizens in their community.

## *Values and Beliefs*

- ◆ All staff impact offender attitudes, values, beliefs and behaviors in a co-created environment.
- ◆ We model what we value.
- ◆ We support personal growth and professional development.
- ◆ We value a positive integrated approach to security and programming.
- ◆ We plan for the future by utilizing current research and updated technology.
- ◆ We are fiscally responsible.



## Fort Dodge Correctional Facility History

The Fort Dodge Correctional Facility (FDCF) is a medium security prison located on 60 acres of land in southern Fort Dodge originally designed to house 762 adult male offenders in a double occupancy celled environment. Construction began in October 1996 and the facility opened in April 1998. Recognizing the on-going need for public safety even before the first offenders arrived at the facility, the legislature and Governor approved an expansion for an additional 400 beds and program space. Work on this addition was completed in late 1999. In FY01 127 two-man cells were converted to house three offenders. The current rated capacity is 1162.

The facility has seven housing units. The facility's seven housing units are organized to support positive behavior. Each housing unit has a specific function. In addition to the housing units the facility consists of administration and treatment buildings, a greenhouse, a power plant, a warehouse, and two ancillary buildings - annex and pole barn. Primary perimeter security is provided by a double fence system with electronic detection.



### *Unit A*

Unit A is classified as maximum custody and contains 49 security cells with 48 beds and one SSIP cell. Unit A houses protective custody, administrative segregation, and disciplinary detention offenders.



### *Orientation Unit*

Orientation East is classified as the administrative segregation unit with 98 segregation beds, 3 MHO beds and 1 SSIP bed. Orientation East houses protective custody, administrative segregation, disciplinary detention and Level 1 offenders (FDCF's lowest level of general population). It also houses some special needs offenders and other hard to place offenders.



Orientation west has 92 beds: it houses offenders coming in from Iowa Medical Classification Center (IMCC) and other facilities.



## FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

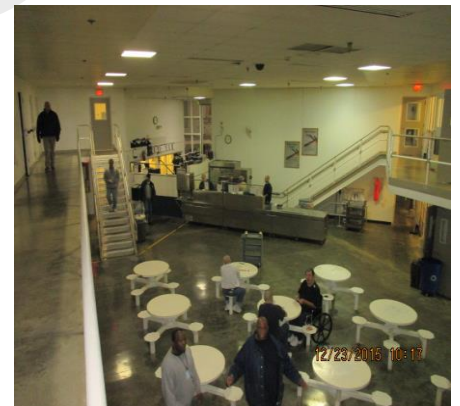
### *Cedar Unit*

Cedar Unit is classified as medium custody and houses a total of 264 offenders. The Unit is designed for approximately 244 Privilege Level 4 offenders; approximately 20 Privilege Level 6 and 7 Unit Workers and Cedar Unit Peers housed in the center of the unit, One Treatment Services Director, two Correctional Counselors and Correctional Officers are assigned to the unit.



### *Dolliver and Emmet Unit*

Dolliver and Emmet Unit are classified as medium custody units, housing PL6 offenders. Each of these units utilizes 4 man cells to support up to 194 offenders. Emmet Unit has 1 Psychologist, 2 Correctional Officers and 4 Correctional Counselors, while Dolliver has 4 Correctional Counselors and 2 Correctional Officers. One Treatment Service Director oversees both units. Both units have a multi-purpose room for the offenders to use in their free time. It contains vending machines, toasters, pizza and toaster ovens, television, board games, a ping pong table, and computers for email and personal business use. The focus for staff working on the unit is to help offenders make positive changes in their behavior and prepare them for success upon their return to the community.



### *Floyd Unit*

Floyd Unit was opened on November 17<sup>th</sup>, 1998 and is considered an honor unit. The Unit houses 192 Privilege Level 7 offenders.



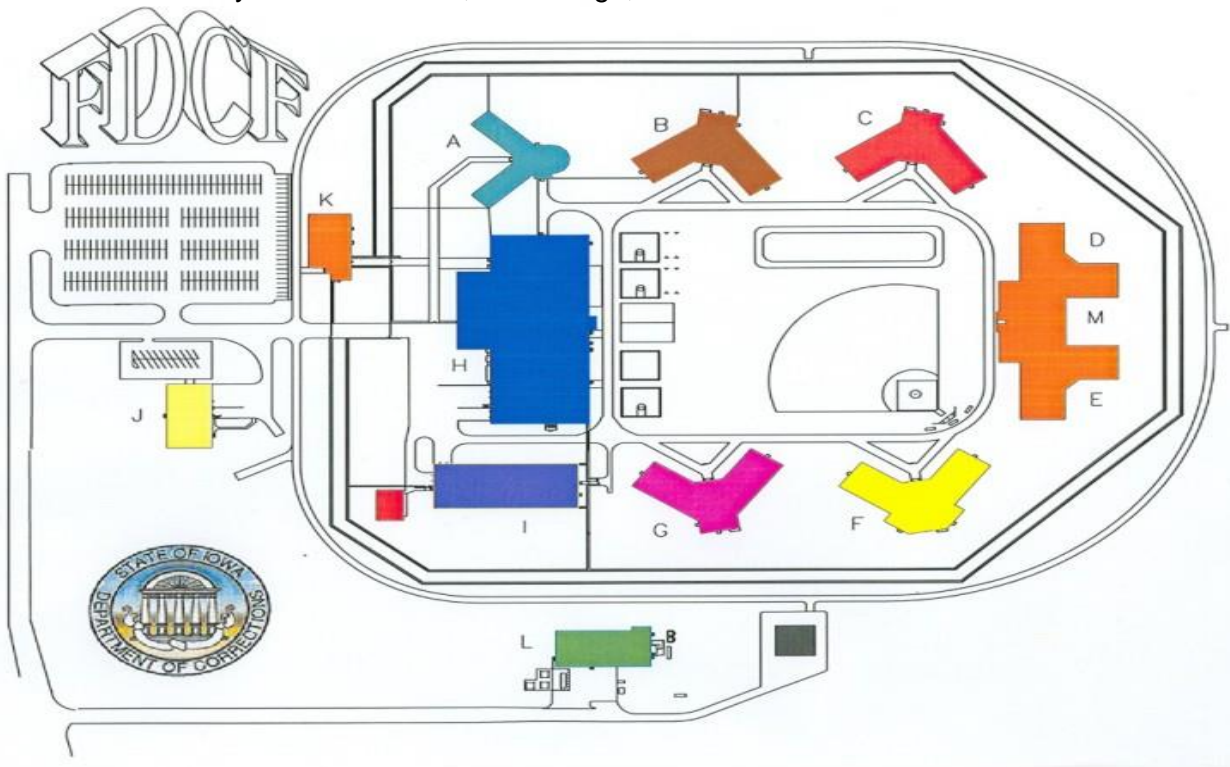
## *Grove Unit*

Grove Unit is a general population unit designed to hold 264 offenders. The majority of the offenders housed on Grove unit lives in three man cells and are TIP 5 status. The center area of Grove unit houses offenders that are TIP 6 or 7 and work for / on the unit. The Tip 6 & 7 offenders live in two man cells and work with staff on who they would like to cell with. During the day (day shift) Grove is staffed with three Correctional Officers, two Correctional Counselors and one Treatment Service Director. On the 2nd (evening shift) Grove is staffed with three Correctional Officers and during the night (night shift) Grove is staffed with one Correctional Officer.



## Location

The Fort Dodge Correctional Facility is located in Webster County in the Southwest corner of Fort Dodge. The physical address of the facility is 1550 L Street, Fort Dodge, Iowa.



# FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

## Fort Dodge Correctional Facility

**Warden Bob Johnson**

1 PREA Compliance Officer  
1 Training Specialist  
1 HR Associate  
1 HR Tech Asst  
1 Admin Asst 2  
1 Clerk Specialist

**Deputy Warden  
Don Harris**

4 Activity Specialist 2  
1 Safety Officer

2 Senior CO  
2 Mail Clerk 2

**TSD-B  
Wagers**

5 Corr Bld  
Service

**TSD-C  
Carver**

5 Counselors

**TSD- D/E  
Boatman**

5 Counselors

**TSD-F  
Hawkins**

5 Counselors

**TSD-G  
Pearson**

**Assoc. Warden of Treatment  
Netti Renshaw**

3 Psychologist 3  
1 Executive Officer  
1 Administrative Assistant 2  
2 Secretary 1

**Nursing Service Director  
Karen Anderson**

1 Physician  
11 Registered Nurse  
2 Licensed Practical Nurse  
1 Nursing Unit Coordinator  
1 Dentist  
1 Dental Assistant  
1 Optometrist

**Assoc. Warden of Security  
Tony Comp**

**7 Correctional Supervisors 2**

**2 Senior Correctional Officer**

**156 Correctional Officers**

**Food Service Director 3  
Brent Mitchell**

**11 Food Service Coordinators**

**Assoc. Warden of Admin  
Dru Saathoff**

1 Info Tech Specialist 4  
1 Purchasing Agent 2  
3 Accounting Clerk 2  
1 Budget Analyst 2  
1 Typist Advanced  
1 Storekeeper 3  
2 Storekeeper 2

**Plant Operations Mgr.  
Jeremiah Johnson**

4 Power Plant Engineer 4  
7 Corr. Trades Leader  
1 Electronic Engineer Tech  
1 Electronic Tech  
1 Electrician  
2 Senior Correctional Officer



## **PROGRAMMING**

### **EDUCATION**

Offenders are encouraged to participate in educational programming if they lack a HiSET/GED, high school diploma, or have a reading level below the sixth-grade level. Per state law, specified sanctions can be applied if the offender chooses not to participate. These can include eligibility only for a minimum allowance, placement on idle status, ineligibility for work bonuses, for minimum-out or minimum-live-out status, and for other privileges as determined by the Department. Approximately 26% of the offender population requires such schooling. School capacity is 192 students daily for HiSET, Title 1, and Literacy.

HiSET, Title 1, and Literacy instruction is provided daily from 8:00 AM to 3:30 PM. State licensed instructors contract with Iowa Central Community College (ICCC) to provide instruction focusing on completion of a HiSET diploma and/or a sixth-grade reading level. Students under the age of 21 are in class 3 hours daily while others attend 1½ hour daily sessions. Depending on the student's ability, the completion time for the HiSET varies with the average time being 4-5 months. Prairie Lakes Education Association provides an instructor for 21 & under aged special education students requiring resource instruction.

A Life Skills program is also offered at the facility with 30 students (15 per session) attending 3 hours daily. We have one full-time instructor. The twelve-week program focuses on career planning, job seeking skills, time management, communication skills, relationships, money management, health and wellness, computer skills, and other transition life skills. The offenders are classified for this intervention that is especially beneficial for those offenders that have employment as a top 3 need.

Vocational classes are also offered at the facility. For the FY18 school year, we offered 2 Welding Classes. Instructors from ICCC come to the facility 4 days per week for 13 weeks from 8 – 1:30 to teach the class. At the conclusion of the class, offenders are given a certificate. This certificate can be transferred over to college credit if an offender decides to further his education upon release.

Iowa Central Community College is one of 67 colleges selected from across the Nation to participate in the Second Chance Pell Pilot program. The Department of Education launched this pilot program to open up the opportunity for those currently incarcerated to apply for Federal Pell grants. If eligible, they can currently choose from four different programs offered at the Facility. Supply Chain Management, Carpentry, Business, Welding or an online Associate of Arts degree. Instructors from Iowa Central come to the facility each day to teach the college credit courses. These offenders are full-time college students that participate in the exact same curriculum that is offered on campus.

A graduation ceremony is held semi-annually to award diplomas and certificates to those offenders that successfully complete the educational programs.

#### **Educational Statistics for FY18**

HiSET Completions in FY18 – 58

Life Skills Completions in FY18 – 93

Literacy Completions in FY18 – 53

Vocational Education Completions in FY18 – 19

Second Chance Pell Completions in FY 18 - 148

## ***COGNITIVE BEHAVIORAL INTERVENTIONS FOR SUBSTANCE ABUSE***

Cognitive Behavioral Interventions for Substance Abuse intervention relies on a cognitive-behavioral approach to teach participants strategies to avoid substance abuse. The program places emphasis on skill building activities to assist with cognitive, social, emotional, and coping skills development through the following sessions: Motivational Engagement, Cognitive Restructuring, Emotion Regulation, Social Skills, Problem-Solving, and Success Planning.

The class is co-facilitated and meets twice a week for two hours each session, for 16 weeks.

Program activities address: Self-Nurturing; Identifying Feelings; Fathering Without Fear or Violence; Overcoming Barriers to Nurturing Fathering; Anger; Substance Abuse and Stress; Disciplining with Love; and Teamwork Between Father and Spouse/Co Parent. Participants are allowed to read books and are videotaped. These recordings are then sent out to their children. Kids are delighted with this and dads realize just what an important role they play in their children's lives.

## ***ACHIEVING CHANGE THROUGH VALUE-BASED BEHAVIOR***

The 24 sections of this manual guide domestic violence offenders to put their lives and relationships on an entirely different track by equipping them to make different choices than they've made in the past. You are working with them to increase their awareness of the factors that influence their behavior (e.g., past experiences, unwanted mental experiences, barriers to change) and, building on that awareness, to learn new, workable behaviors consistent with their values.

The content of the 24 sessions is organized in five categories: The Big Picture, Barriers to Change, Emotion Regulation Skills, Cognitive Skills, and Behavioral Skills.

The Big Picture sessions present just what it says – the “big-picture” concepts and basic tools that participants can use to build a more workable life. Everything covered over the 24 weeks can be placed somewhere on “Contributors to How I Behave” as well as the Core Skills Matrix that you will use frequently to illustrate and practice the skills that the group is learning.

The Big Picture sessions are repeated several times throughout the 24 weeks, partly to orient new members who may join your group after week #1. You present a Big Picture session every time as if it were new to the entire group because the way that the ideas and skills fit together needs to be reinforced for experienced participants. Their participation in the discussion will demonstrate their grasp of this material and help engage newer participants.

The Barriers to Change sessions highlight behaviors (such as alcohol abuse) or conditions (such as depression or being unemployed) that can challenge participants' progress. The 13 sessions that together form the “skills” module give participants the knowledge and tools to observe and work with their own thoughts and feelings, as well as improve their ability to communicate and resolve conflicts.

## ***SEEKING SAFETY***

Seeking Safety is a program for those in need of relapse prevention who also have a history of abuse and trauma. It is a present-focused therapy based on materials developed by Lisa M. Najavits, PhD at Harvard Medical School/McLean Hospital. The primary goal of this class is to assist inmates in gaining insight into how loss, abuse, and trauma have impacted their personality or how they view the world, how these incidents have led to poor coping skills, and led to the abuse of drugs and alcohol. The class covers Post Traumatic Stress

Syndrome; drug and alcohol addiction; anger management; building healthy relationships; developing an attitude of gratitude and improving self-esteem; and empowering class members to mentor others. The class emphasizes a holistic recovery plan that inmates put into practice before leaving prison. The class meets twice a week for six weeks.

## THINKING FOR A CHANGE

Thinking for a Change covers the following three components: cognitive self-change, social skills, and problem solving skills. Cognitive self-change teaches individuals a concrete process for self-reflection aimed at uncovering antisocial thoughts, feelings, attitudes, and beliefs. Social skills instruction prepares group members to engage in pro-social interactions based on self-understanding and consideration of the impact of their actions on others. Problem solving skills integrates the two previous interventions to provide group members with an explicit step-by-step process for addressing challenging and stressful real life situations.

## VOLUNTEER GROUPS

### *Alcoholics Anonymous and Narcotics Anonymous / Celebrate Recovery*

"Twelve Step" programs with offenders and community volunteers who share their struggles with addiction to alcohol / chemical additions and support each other's recovery. Additionally, FDCF also offers Celebrate Recovery, a Christian Based Substance Abuse Support Group.

### *Religious Activities*

Although attending to the spiritual needs of offenders is not a part of the budget of the Fort Dodge Correctional Facility, staff actively work with community volunteers to see that those needs are addressed. Weekly Asatru, Catholic, Jehovah Witness, Muslim, Native American, Protestant, Nation of Islam, Moorish Science Temple, Buddhist, Jehovah's Witness, Baptist, Judaism and Wicca services and study groups are available and accommodations are made for those who adhere to more non-traditional religions. Accommodations are made for offenders belonging to other recognized religious faiths as needed. The Church of Damascus Road has been a great volunteer service to provide spiritual guidance on Wednesday and Fridays to offenders in need.

Volunteers from the Church of the Damascus Road assist offenders in recording a story on an audiotape to send with the book to their child. Approximately 120 books on tape were recorded and sent to their children this past year.

## COMMUNITY PROJECTS BY OFFENDERS

Staff has striven to promote the concept of community service to the offenders at FDCF. During the past year offenders have volunteered their time and talents to complete projects for Habitat for Humanity, Relay for Life, The IDOC Annual Food Drive, Toys for Tots (Salvation Army), and Backpack Buddies and Meals for the Heartland.

The **FDCF GROWTH** (Gains, Respect, Opportunity, Willingness, Trust, and Health) Quilt Project provides ongoing support to many local service agencies. It is great to see these men begin to believe in their own abilities, develop respect for one another's ideas, and then come together as a team to give something back to the local community. The essence of Restorative Justice Programs allows offenders to give back to communities. The GROWTH organization also raises money selling ice cream to the offender population. From those proceeds they donated the following:

Upper Des Moines Opportunity	\$1,150
Relay For Life	\$ 250
F.A.I.T.H.	\$ 200
Special Olympics	\$ 400
	<u>\$2,000</u>

## FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

Several offenders and staff work with outside volunteers for the *Backpack Buddy Program*. The program was started to make sure underprivileged children in the Fort Dodge area were not hungry. On a routine basis throughout the school year the group packages food to be distributed to the youth so not only are they fed at school but have food when they get home.

On July 28, 2017 FDCF participated in their Third Meals from the Heartland packing event. This event helped out the Back Pack Buddies program and others in our community to feed the hungry. This year the event packed 62,208 meals. The total for the past three years is over 180,000 meals thanks to FDCF support of the event.

Meals for the Heartland  
Sertoma Club  
PL6

\$5,000  
\$50,000  
\$5,000  
\$60,000

The *Insider's Relay for Life* held another very successful relay. INMATES at the Fort Dodge Correctional Facility along with Core Group Members presented a check to The American Cancer Society in the amount of \$20,000 (includes donations from other groups) which was raised at the 2017 annual Insider's Relay for Life event.



The *Special Olympics Polar Plunge "Let's Freeze" event* was held November 5, 2017 @



1:00 p.m. at the Huen Shelter in JF Kennedy Park north of Fort Dodge. Doug Wilk was the sole participant from FDCF. The plunge went very well, raising \$9,877, a little down from last year. The Fort Dodge Police Department won best costumes with their cops and robbers theme. Officer McClaren from the Fort Dodge Police Department raised the most money on-line, with Jody Peterson from the Fort Dodge



Community School District raised the most money total. Congratulations to Doug Wilk and Liz Rusher, the North Central Special Olympics Director, who were the only two people who have completed all ten plunges to date! The After-Plunge party was furnished with food from Amigos, Dominos, Community Tap, Laritas, Village Inn, and Wendy's.



## FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

The *Insiders Veteran's Organization* has also made a commitment to give back to the community. The group made the following donations this year:

Relay for Life	\$ 500
DSAOC	\$ 850
Care Packages for Military	\$ 500
Upper Des Moines	\$ 850
Backpack Buddies/Meals for the Heartland	\$1,000
Old Glory on the River	<u>\$ 365</u>
	\$4,065

*Leaders* stand for: Learning, Empowering, and Dissolving, Educating, Righteous, Solution. Their mission is: to provide the tools and a program of information to incarcerated individuals and motivate them to become productive citizens within their communities. The Ten Driving Values of the program are: Fresh Start, Servant - Leader Mentality, Love, Innovation, Accountability, Integrity, Execution, Fun, Excellence, and Wise Stewardship. The group understands that there are many different backgrounds people come from but believe everyone can change, dignity can be restored and as a result society will reap bountifully.

The *Lifer's Group* is comprised of offenders serving life sentences who wish to give back to the facility and the community. They made the following donations this fiscal year:

Backpack Buddies	\$2,500
Backpack Buddies/Meals for the Heartland	\$1,000
Sertoma Club / Christmas	\$1,000
Fort Dodge Baseball Association	\$1,500
Relay for Life	\$1,500
DSAOC	\$2,500
Joe "Bear" Crooks Scholarship Fund	\$ 500
Kayla Jones Scholarship Fund	\$1,000
AFES	\$ 500
Fort Dodge Senior High	\$ 500
Boy Scouts	\$1,000
Almost Home	<u>\$1,500</u>
	\$15,000

The *Offender Council* is made up of representatives from each housing unit.

*Peace and Unity* mission here at FDCF is to create an atmosphere of serenity amongst staff and offenders. Our goal is to eliminate all senseless violence that plague our everyday lives it being of substantial percentage of the incarcerated youth. They made the following donations this fiscal year:

Relay for Life	<u>\$1,234</u>
	\$1,234

### *Privilege Level 6 Offenders*

Joe "Bear" Crooks Scholarship Fund	\$1,000
Lord's Cupboard	\$1,500
Salvation Army	\$1,500
AFES	<u>\$1,000</u>
	\$5,000

## FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

*Spanish Affairs* organization teaches the Spanish as A Second language class. They are big supports of the Back Pack program and Relay for life. They made the following donations this fiscal year:

Backpack Buddies	\$ 500
Backpack Buddies/Meals for the Heartland	\$1,000
Relay for Life	\$1,000
Lords Cupboard	\$ 500
Salvation Army	\$ 500
AFES	\$ 500
DSAOC	<u>\$1,000</u>
	\$5,000

*Special Fundraisers* made the following donations this fiscal year:

Relay for Life – American Cancer Society Webster Co. (Includes \$4,484 in group donations listed above)	\$20,000
Special Olympics	<u>\$ 4,821</u>
	\$24,821

*YMAP (Young Men's Awareness Program)* is a group that was established to provide peer programming to youthful offenders. This group targets the age group of 18 – 24 with some exceptions for other age groups. The purpose of YMAP group is to educate, encourage, give hope, instill discipline and teach the men to accept responsibility for their actions, thus empowering them to work on correcting their negative behaviors, to grow positively and give them the necessary tools to make better choices while incarcerated and when released. It is a remedial and therapeutic group. They made the following donations this fiscal year:

AFES	\$ 500
YMAP Program Participants (incentives upon release)	<u>\$1,284.50</u>
	\$1,784.50

**OUTS WORKERS** FDCF has had two different types of OUTs workers this year, on-grounds and off-grounds OUTs. The FDCF off-grounds OUTs worked for the City of Fort Dodge. 6 offenders went to work with the Fort Dodge City Staff. Fort Dodge City Supervisors came to the facility each morning, picked up their crew, and brought them back at the end of the work day. These offenders were trained by the Fort Dodge City Supervisors and were assigned to the Parks and Forestry Department, Oakland Cemetery, as well as Streetscape which is a continuation of the project Fort Dodge Correctional Facility OUTs workers started a few years ago where they did landscaping and beautification projects for the city. FDCF on-grounds OUTs workers performed many tasks ranging from our own beautification of our grounds to specialized tasks working with the DNR.

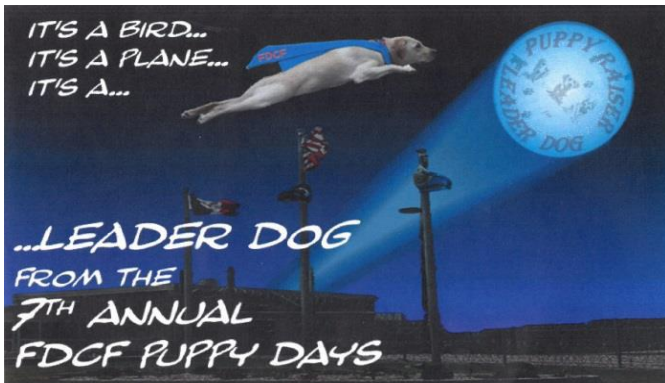
*Staff* has also been involved in several community service projects during the past year. Staff was active in the American Cancer Society's Relay for Life events and State of Iowa Employee Food Drive (with donations given to local food pantries). In honor of our 20<sup>th</sup> Anniversary, the Events Committee had a silent auction raising \$500. They made the following donations this fiscal year:

Beacon of Hope	\$250
Fort Dodge YWCA	<u>\$250</u>
	\$500

## FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

The *Puppy Program* had another outstanding year in FY18. This program focuses on offenders training dogs to become future leader dogs for the blind. This program relies completely on donations. The Seventh Annual Puppy Days were held at the facility to show current and prospective contributors the quality of the program they were supporting.

FDCF sent 38 dogs to Leader Dog this fiscal year and had a 71% success rate of those dogs continuing their Leader Dog Career.



Meet just a few of our real "Guid-ians" of the Galaxy!



### 7th ANNUAL FDCF Puppy Days - SUPERHEROES

**When:** Saturday August 19<sup>th</sup> **OR** Sunday August 20<sup>th</sup>, 2017

**Where:** Fort Dodge Correctional Facility  
1550 "L" Street  
Fort Dodge, Iowa 50501

**Time:** Doors open at 11:00 a.m. and the event begins at 12:30 p.m.

**Please RSVP for one day to one of the following persons:**

Carol Ann Kirkbride 515-975-3383 or e-mail: [carolnrandy@men.com](mailto:carolnrandy@men.com)

Captain Sheri Martin 515-574-4700 or 515-574-4475 or e-mail: [Sheri.Martin@iowa.gov](mailto:Sheri.Martin@iowa.gov)

Please include the names of any guests who will be attending with you.

**Please RSVP before August 11<sup>th</sup>, 2017**

Due to the overwhelming interest in attendance, we are once again inviting our friends and supporters to join us either of the two days, allowing a maximum number of three-hundred people each day.

This will be first come first serve. We will notify you if you do not get your first choice.



# Corrections, Education & Nurses Week

## FDCF Corrections Week

**May 7 - 13, 2018**

*The Events Committee has planned the following:*

**Monday - Donuts from Tom Thumb!**



**Tuesday - Vanilla ice cream & assorted toppings**



**Wednesday - Employee Cook Out & Drawings for gifts!**



**Thursday - Announce the winners of the gifts!**



**Friday - Pizza**



**Saturday - Snickers candy bar**

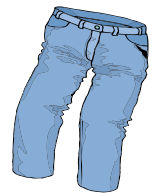


**Sunday - Peanuts**



**ALSO,**

**Blue jeans may be worn May 7 - 13 - FREE!!**



**Thank you for all you do throughout the year!**

*Iowa Department of Corrections*



# FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

## *FY2018 Financial Status Report* **FDCF 252-A80-0001**

	Department Revised Budget	Actual Revenues and Expenditures	Percent (Actual of Budget)
<b>FTE Positions</b>			
Correctional Officer	169.00	156.62	92.67%
Total Staffing	273.00	254.65	93.28%
<b>Resources Available</b>			
---	0.00	0.00	---
05A Balance Brought Forward	29,766,995.00	29,766,995.00	100.00%
05L Appropriation	-267,443.00	-267,443.00	---
05H Legislative Reductions	-106,764.00	-106,764.00	---
204R Legislative Adjustments	-	-	---
205R Intra State Receipts	3,190.00	0.00	0.00%
234R Reimbursement from Other Agencies	100.00	30,095.00	30,095.00%
401R Transfers - Other Agencies	86,610.00	97,032.47	112.03%
602R Fees, Licenses & Permits	100.00	1,757.62	1,757.62%
<b>Total Resources Available</b>	<b>29,482,788.00</b>	<b>29,521,673.09</b>	<b>100.13%</b>
<b>Funds Expended and Encumbered</b>			
101 Personal Services-Salaries	24,301,938.00	23,135,539.88	95.20%
202 Personal Travel (In State)	21,000.00	12,949.34	61.66%
203 State Vehicle Operation	73,200.00	35,984.51	49.16%
204 Depreciation	60.00	194,000.00	323,333.33%
205 Personal Travel (Out of State)	1,300.00	770.84	59.30%
301 Office Supplies	47,558.00	27,931.73	58.73%
302 Facility Maintenance Supplies	171,865.00	239,846.85	139.56%
303 Equipment Maintenance Supplies	258,511.00	249,044.70	96.34%
304 Professional & Scientific Supplies	86,553.00	83,427.98	96.39%
306 Housing & Subsistence Supplies	292,385.00	400,376.81	136.93%
307 Ag, Conservation & Horticulture Supply	3,000.00	7,822.15	260.74%
308 Other Supplies	32,955.00	72,462.14	219.88%
311 Food	1,424,746.00	1,562,253.01	109.65%
312 Uniforms & Related Items	237,499.00	281,164.06	118.39%
313 Postage	5,000.00	2,065.67	41.31%
401 Communications	36,000.00	40,073.97	111.32%
402 Rentals	5,500.00	8,293.21	150.79%
403 Utilities	1,060,000.00	980,233.67	92.47%
405 Professional & Scientific Services	200,240.00	280,881.62	140.27%
406 Outside Services	151,280.00	141,178.39	93.32%
407 Intra-State Transfers	150.00	0.00	0.00%
408 Advertising & Publicity	100.00	0.00	0.00%
409 Outside Repairs/Service	50,760.00	67,559.54	133.10%
414 Reimbursement to Other Agencies	436,835.00	396,161.94	90.69%
416 ITS Reimbursements	89,385.00	94,371.25	105.58%
418 IT Outside Services	0.00	0.00	0.00%
434 Transfers - Other Agencies Services	387.00	620.00	160.21%
501 Equipment	1,750.00	381,141.58	21,779.52%
502 Office Equipment	1,500.00	0.00	0.00%
503 Equipment - Non-Inventory	67,066.00	165,524.24	246.81%
510 IT Equipment	30,000.00	169,972.19	566.57%
601 Claims	150.00	150.00	0.00%
602 Other Expense & Obligations	392,000.00	482,638.01	123.12%
701 Licenses	2,000.00	4,117.60	205.88%
702 Fees	15.00	120.00	800%
901 Capitals	100.00	0.00	0.00%
---	0.00	1,573.11	---
<b>Total Expenses and Encumbrances</b>	<b>29,482,788.00</b>	<b>29,520,099.99</b>	<b>100.13%</b>
<b>Ending Balance</b>			

# FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

## Iowa Department of Corrections FY2018 Financial Status Report FDCF Canteen 0343

		Department Revised Budget	Actual Revenues and Expenditures	Percent (Actual of Budget)
<b>Resources Available</b>				
---	Balance Brought Forward	288,001.87	288,001.87	100.00
204R	Intra State Receipts	-	-	---
301R	Interest	-	-	---
401R	Fees, Licenses & Permits	-	-	---
501R	Refunds & Reimbursements	0.00	30,850.18	0.00
606R	Other Sales & Services	115,000.00	178,179.85	154.94%
<b>Total Resources Available</b>		<b>403,001.87</b>	<b>497,031.90</b>	<b>123.33</b>
<b>Funds Expended and Encumbered</b>				
301	Office Supplies	15,000.00	9,132.95	60.69
302	Facility Maintenance Supplies	7,000.00	2,227.29	31.82
303	Equipment Maintenance Supplies	3,000.00	12,575.05	419.17
304	Professional & Scientific Supplies	1,000.00	0.00	0.00
306	Housing & Subsistence Supplies	1,000.00	121.59	12.16
307	Ag,Conservation & Horticulture Supply	1,000.00	0.00	0.00
308	Other Supplies	15,000.00	13,420.21	89.47
311	Food	1,000.00	7,337.62	733.76
405	Professional & Scientific Services	1,000.00	4,250.00	425.00
406	Outside Services	3,000.00	2,817.72	93.92
407	Intra-State Transfers	24,000.00	22,584.60	94.10
409	Outside Repairs/Service	4,000.00	0.00	0.00
418	IT Outside Services	0.00	4,384.25	0.00
502	Office Equipment	2,000.00	0.00	0.00
503	Equipment - Non-Inventory	25,000.00	16,531.91	66.13
510	IT Equipment	6,000.00	531.51	8.86
701	Licenses	6,000.00	3,020.00	50.33
---	Balance Carry Forward	288,001.87	398,097.20	138.23
<b>Total Expenses and Encumbrances</b>		<b>403,001.87</b>	<b>497,031.90</b>	<b>124.33</b>

# FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

## 2018 Financial Information

### Expenditures by Cost Center

	Fund 0001	Fund 0343
Salaries	\$ 23,135,539.88	\$ 0.00
Travel & Vehicles	\$ 243,704.69	\$ 0.00
Supplies	\$ 2,926,395.10	\$ 44,814.71
Contractual Services	\$ 2,009,373.59	\$ 34,036.57
Equipment	\$ 716,638.01	\$ 17,063.42
Claims	\$ 482,638.01	\$ 0.00
Licenses	\$ 4,237.60	\$ 3,020.00
Capital	\$ 0.00	\$ 0.00
	<u>\$29,518,526.88</u>	<u>\$ 96,934.70</u>

### Expenditures by major cost center

FY18	Fund 0001
Administration	\$ 2,490,607.00
Support	\$ 7,347,174.00
Care Treatment	\$ 5,815,154.00
Custody Security	<u>\$13,865,592.00</u>
	\$ 29,518,527.00

### Offender fees collected

Pay for stay	\$ 96,932.47
Admin fee	\$ 100.00
Clothing	\$ 200.36
Copies	\$ 794.99
IDS	\$ 299.00
Medical	\$ 5,662.80
Misc - Wedding	\$ 182.17
Pan list	\$ .00
Postage	\$ 6,809.89
Property Damage	<u>\$ 517.51</u>
	\$ 111,499.19

### Average Daily Costs

\$ 62.22

### \$ spent on utilities

Electricity	\$ 387,108.42
Gas	\$ 216,166.07
Water	\$ 127,428.41
Sewage	<u>\$ 249,530.77</u>
	\$ 980,233.67

### Beginning inventory (Dietary)

\$ 133,546

### Ending inventory (Dietary)

\$ 136,905

### Drug Expenditures

IMCC pays all drug expenditures

Meals total cost	\$ 1,558,884.00
Total meals served	\$ 1,479,500.00
Food cost per meal	\$ 1.05

## *Health Services Data*

### *FY2018*

### *X-rays*

	X-RAYS	OFF-SITE VISITS	LABS
FDCF	101	386	1451

### *Health Services Encounters*

Total Encounters by Discipline	FDCF
Physician	666
Physician Assistant	44
Nurse	63,231
Psychiatrist	3,078
Psychologist	9.928
Dentist	2,100
Dental Hygienist/Assistant	39
Social Worker	N/A
Dietitian	0
Nurse Practitioner	4,725
Optometry	805

### *Medical Expenses*

Total Medical Expenses	\$2,398,160.41
Average Cost Per Month	199,846.70
Average Daily Count	\$1,299.79
Average Cost per Inmate per Month	\$153.75



## **MENTAL HEALTH**

The Iowa Department of Corrections has done a careful analysis of data gathered from its own computerized records. Although initial data showed a lower percentage of individuals with mental illness within the system, the development of additional assessments like the mental health appraisal, which is given to all incoming offenders, has impacted outcomes. Also the use of an evidence based screening tool like the Modified MINI Screen, which screens for the need of increased assessment and observation in the areas of depression, anxiety, and psychosis and which is given on admission and at every intra institutional transfer, as well increased staff awareness of mental health issues has helped with identifying and referring individuals to clinical staff for future assessment and intervention whenever mental health issues occur.

The data gathered has shown currently FDCF population has 831 Offenders with an identified mental health illness either active or in remission. Whether it is a simple depressive episode that requires short term medication and supportive treatment or it is a conversion disorder that requires frequent medical and psychiatric interventions, including appropriate consultations with the University of Iowa Hospitals and Clinics, this group may not represent the core population of the mentally ill that is cared for but they do demand significant resources.

The data has also shown currently 173 Offenders have been diagnosed with a serious mental illness or as special needs. These are those with either an active diagnosis or those identified as being in remission. This includes all those diagnosed with an illness that is often characterized as a chronic and persistent mental illness. The focuses of this population are those diagnosed with:

It should be noted that this population is difficult to treat, has cyclical episodes despite stability on medication, and often has a course that shows functional decline over the years despite the best of interventions the system uses to provide stability. It is this population that demands the most from the limited resources available.

## **LIBRARY**

FDCF provides offenders with access to an approximately 9800 volume library specializing in general reading materials. In addition to fiction, nonfiction and reference books, the library also provides newspapers and videos for offender use. Interlibrary loan services are also available. The Library provides computerized access to legal forms and correspondence. The Library has computers available for offender use, which can be utilized for word processing, completing legal forms, and education through the use of CD-ROM resources.

## **MEDIA CENTER**

The Media Center's inventory consists of educational DVDs, entertainment DVDs and treatment DVDs. The media center operation uses a system that broadcasts to televisions throughout the facility. There are three inmate channels provided by the facility through the Media Room. This has allowed for communication to be provided throughout the facility for the offender population as it relates to changes and practices. This equipment has allowed communication through a closed circuit system to offender's televisions inside their cells.

## **VOLUNTEER PROGRAM**

In order to better meet the needs of the offenders FDCF utilizes approximately 300 approved volunteers. These volunteers have diverse backgrounds and various religious faiths. Their role is to provide offenders with a resource where personal growth issues are explored through the concepts of faith and character-based teachings. This source of encouragement and constructive direction is consistent with the mission of the IDOC. It allows the offenders to address issues that need attention before they return to society, and it allows

this to happen with a person who has a track record of success in society. Volunteers' involvement sends a strong message to the offender that the community has a vested interest in their success. This effort allows the reentry planning to aid the offender by having pro-social contact.

## **EXECUTIVE OFFICER**

Our Executive Officer Rob Seil offers support services to incarcerated individuals to assist with employment, transportation, housing, food, physical & mental health, financial, education, family reunification and leisure time. We have orientation class for new incarcerated individuals, which includes duplicate social security cards, child support reduction, driver license records and classes offered at FDCF. The Executive Officer works as the liaison with Social Security Administration to complete SSI and disability applications prior to release. The Executive Officer assists with Medicare applications for incarcerated individuals 65 and older. She also completes Medicaid applications to assist with funding for medical & mental health appointments and medications. The Executive Officer provides National Career Readiness Certification testing and Keytrain software training to incarcerated individuals. She is the Apprenticeship sponsor for FDCF, which includes registering incarcerated individuals with the Department of Labor, setting up testing and files, checking in and out books. She instruct T4C and Prime for Life classes. She serves as liaison with agencies such as Veteran Affairs, Department of Human Services, Iowa Workforce Development and others. She assists incarcerated individuals with resume building and Iowa Works referrals. She plans an Incarcerated Individual Career and Resource Fair once per year. She assists with hard to place incarcerated individuals with counselor, psychologist and outside providers when necessary and applies for funding for residential/group homes.

## **SUPPORT SERVICES**

### *Business Office / Administration*

FY18 brought about several staffing changes in the business office and administrative area. Lisa Schuttler was promoted to a Storekeeper 3, Miranda Casey filled Lisa's old position and Drenda Curtis moved from Storekeeper 2 position to a Correctional Officer.

Throughout the facility there were multiple staffing changes that resulted in one transfer, eleven promotions, one voluntary demotion and thirty-six new hires. All of these changes kept human resources and training busy throughout the year.

The purchasing agent and budget analyst did a good job of dealing with a tough budget year by providing the necessary information to make decisions on staffing and spending. FDCF continued its role as the "big bank" and processed outside revenue transactions for all offenders incarcerated in the IDOC as well as processing expenditure transactions for those at FDCF. Warehouse staff did a great job with inventory and managing with one less person with the occasional assistance from other departments.

In the IT arena in addition to daily issues, a transition was made to a new phone system and upgrades were made to several systems.

## *Food Services*

Iowa Central Community College continued to have a baking class to offer to offenders using FDCF's kitchen for class labs. For several years FDCF has been asked to furnish cookies for the Christmas tree lighting ceremony on Capital grounds. The offender students decorated over 400 cookies for this annual event.

In FY 2018 FDCF produced 1,479,500 meals which was an increase of 40,440 meals or nearly 3% over FY 2017. In addition to meeting an increase in meals served, 3 new Correctional Food Service Coordinators were hired and successfully completed pre-service training. Tina Ronnebaum transfer to FDCF from Independence

MHI, Angie Pugh managed the food service program at St Edmond Schools in Fort Dodge and Alan Armstrong managed a number of high volume restaurants throughout South Dakota and Iowa.

Food Service Director Brent Mitchell and 3 Correctional Food Service Coordinators Bruce Walker, Cathy Nyren and Joe McCarville all celebrated 20 years of state employment and all of those years at FDCF.

## *Maintenance*

### *The Maintenance Department completed the following during FY18*

- Replaced two 50 HP VFDS in our Power Plant, one for a hot loop pump, one for Chilled loop pump.
- Replaced brackets and reattached ladder on brine silo
- Replaced 2k amp breaker for chillers in Power Plant
- Added a flammable cabinet to the welding shop
- Installed an Ice machine in the staff muster room and re vamped the counter and cupboards
- Removed 6 package boilers in H and replaced with two plate heat exchangers.
- Replaced 4 tubes between boiler #2 and #1, welded cracked Morrison Tube in boiler #2
- Produced over 500 Adirondack chairs for various benefits, donations, and Habitat for Humanity stores.
- Moved Hobby Craft and wood shop out of the NE side of IPI, removed two walls, drop ceiling and old lighting and replaced with new LED lighting and painted to create more open working space for IPI.
- Completed over 3,000 documented work orders and PM's
- Added desks and electrical to the ICCC testing room for additional computers.
- Completed repairs to every roof in the facility, adding more material to the leading edge of H roof, sealing penetrations, and repairing damaged sections.
- Installed additional exhaust fans in IPI building.
- Painted a large portion of the facility to freshen up for our 20-year anniversary.
- Installed a signage TV in K reception.
- Replaced digital water meter in the Power Plant.
- Replaced 2 back flows on sprinkler system
- Added receptacles in unit B rooms
- Extended power rails in I building
- Installed projectors in Education building Class rooms
- Replaced all fire alarm panels
- Replaced all camera recorders
- Replaced all door control/ lights/ water computers
- Replaced overflow preventers in unit A
- Installed a bumper rail in H North hallway
- Built over 20 tables for IPI
- Built SS trellis for K reception
- Rebuilt several ice machines
- Installed new TV receivers
- Re aligned all 30+ HP pumps in power plant

## SECURITY

The security department at FDCF is comprised of 152 Correctional Officers, 6 Senior Correctional Officers, 7 Captains, 1 Secretary, and 1 Associate Warden of Security. The department plays a critical role in the IDOC's mission through continuous interactions with offenders in our direct supervision environment. Security staff

receives on-going training focused on offender change principles so each interaction is productive and assists with their eventual return to their communities as productive members of society.

## CERT

For those of you who were not aware, CERT challenges were held Wednesday, September 20, 2017 and the Team of Wade Hammen, Kyle Utley and Steve Zdrazil finished first!! I think this was Steve's 11 Challenge and if you haven't observed this in the past, each event is extremely "challenging" to say the very least. Great job by all the participated and an excellent event once again by Steve and all those who helped out. Not to mention Steve finally decided to try this in nice weather which also makes it much more enjoyable. The results are listed below.

### CERT Challenge

*14 teams participated*

#### Here are the results:

FDCF hosted the 11<sup>th</sup> annual CERT Challenge at Brushy Creek State Park. I'd like to thank all the volunteers that assisted with this event as well as the people that covered the absences of those volunteers.

14 teams from around the state participated. The results are as follows -

1 <sup>st</sup>	Fort Dodge #2	Hammen, Utley, Zdrazil	117 pts
2 <sup>nd</sup>	Anamosa #1	Millard, Fowler, Behel	114 pts
3 <sup>rd</sup>	Fort Madison #1	Landers, Freeman, Jobe	102 pts
4 <sup>th</sup>	State Patrol #1	Streets, Guhl, Messerich	100 pts
5 <sup>th</sup>	IMCC #1	Brown, Kimball, Worcester	94 pts
6 <sup>th</sup>	State Patrol #2	Dolf, Taeger, Helton	89 pts
7 <sup>th</sup>	Fort Dodge #3	Stuhrenberg, Burman, McBride	88 pts
8 <sup>th</sup>	Newton #1	Maddison, Thurman, Mindham	67 pts
9 <sup>th</sup> TIE	Clarinda #1 Anamosa #2	Morrison, Sharr, Heuton Horn, Rausch, Doty	63 pts 63 pts
10 <sup>th</sup>	Fort Dodge #1	McNeil, Sorenson, Satterwhite	53 pts
11 <sup>th</sup>	ICIW #1	Schooley, Olson, Degraff	44 pts
12 <sup>th</sup>	Buena Vista / Sac	Nelson, Schreck, Chavez	37 pts
13 <sup>th</sup>	Newton #2	Lust, Randal, Hix	19 pts

Top Shot - Taeger- Iowa State Patrol



*Employee Statistics*  
*7/1/17 - 6/30/18*

Total Number of Authorized Employees:	273.00
Average Number of Filled FTE's:	254.65
Average Number of Filled Correctional Officers:	156.62
Total Hours of Sick Leave Taken:	21,119.86
Total Hours of Vacation Leave Taken:	36,662.31
Total Hours of Holiday Leave Taken	7,973.96
Total Hours of Comp Leave Taken:	1,586.79
Total Hours of Military Leave Taken:	1,564.00
Total Hours of Leave Without Pay Taken:	3,994.11
Total Hours of Enforced Leave Taken:	5,321.37
Total Hours of All Leave Taken:	78,222.40
Average Hours of Leave Taken Per Employee:	298.3
Total Amount of Overtime Paid	\$239,927.99

**YEARS OF SERVICE CERTIFICATES*****July & August 2017***

Leonard Willison, Jr.	7-1-97	20
Christina Seney	7-13-07	10
Leslie Wagers	7-27-07	10

***November & December 2017***

Rob Seil	11/5/1982	35
Michael Dreke	11/3/1997	20
Karen Schleuger	11/12/1997	20
Don Halligan	12/15/1997	20
Andrew Wuehr	11/18/2002	15
Chad Carr	11/2/2007	10
Michael Boatman	12/14/2007	10
Robert Ebrecht	12/28/2007	10
Dustin Trunkhill	12/28/2007	10
Jameela West	12/28/2007	10
Josh Stone	11/9/12	5

***January & February 2018***

Doug Sorenson	2/5/93	25
Brent Mitchell	2/6/98	20
Dru Saathoff	2/6/98	20
Kevin Sells	2/9/98	20
Becky Bruns	2/13/98	20
Jeff Cook	2/13/98	20
Dan Croonquist	2/13/98	20
Tom Delanoit	2/13/98	20
James Hanson	2/13/98	20
David Hood	2/13/98	20
Cathy Nyren	2/13/98	20
Andrew Pedersen	2/13/98	20
Robert Sanchez	2/13/98	20
Bruce Walker	2/13/98	20
Doug Nilles	2/20/98	20
Robert Busick	2/28/03	15
Steve Milligan	2/28/03	15
Alissa Dennis	2/15/13	5
Julie Noltee	2/15/13	5

**YEARS OF SERVICE CERTIFICATES**

<i>March &amp; April 2018</i>		
Kim Schultz	3/16/98	20
Daniel Collins	3/27/98	20
Douglas Owenson	3/27/98	20
Connie Vanmeter	3/27/98	20
Stacey Cline	4/3/98	20
Sheri Martin	4/11/03	15
Leonard Peterson	4/11/03	15
Jeremy Pullen	4/24/03	15
Karen Little	3/7/08	10
Joshua Hannagan	3/15/13	5
Shawn Miller	3/15/13	5
Caleb Schwieger	3/15/13	5
Andrew McBride	4/26/13	5

<i>May &amp; June 2018</i>		
Dan Bednar	5/20/83	35
Karen Anderson	5/10/93	25
Jeanette Renshaw	6/12/98	20
David McNeil	6/22/98	20
Cortney Pearson	5/16/03	15
Lisa Schuttler	5/16/03	15
Landen Ploeger	6/20/03	15

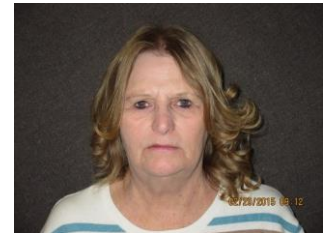
# RETIREMENTS



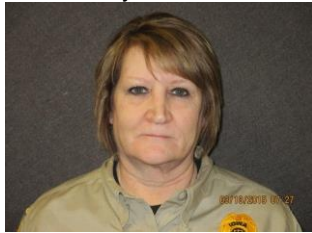
Darius Miller,  
Safety Officer (12yrs)  
July 6, 2017



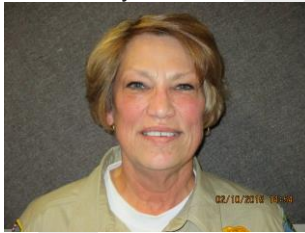
John Williams,  
Food Service Coord. (12yrs)  
July 6, 2017



Marlene Deal,  
Secretary I (18yrs)  
July 13, 2017



Barb Casey,  
Correctional Officer (18yrs)  
September 5, 2017



Roxi Wyatt,  
Correctional Officer (19yrs)  
September 22, 2017



Rod Scott,  
Correctional Officer (18yrs)  
October 31, 2017



Randy Stone,  
Correctional Officer (19yrs)  
November 23, 2017



Monte Kaufman,  
Activity Specialist 2 (19yrs)  
December 17, 2017



Dan Murray,  
Correctional Officer (20yrs)  
December 29, 2017



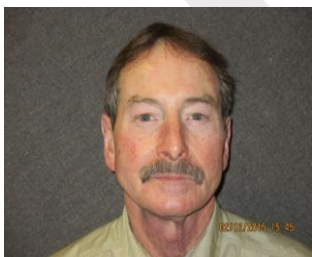
Brad Kintigh,  
Correctional Officer (23yrs)  
December 29, 2017



Cord Kintigh,  
Corr. Bldg Service Coord (23yrs)  
December 29, 2017



Don Halligan,  
Plant Operations Mngr III (20yrs)  
December 29, 2017



Rich Tinto,  
Correctional Officer (20yrs)  
December 29, 2017



Michele Pommer,  
Correctional Officer (20yrs)  
May 31, 2018



Randy Witte,  
Correctional Officer (11yrs)  
June 28, 2018



# FORT DODGE CORRECTIONAL FACILITY FY2018 ANNUAL REPORT

## EMPLOYEE SPOTLIGHT PARKING

