

**MOUNT PLEASANT CORRECTION
FACILITY
ANNUAL REPORT
FISCAL YEAR
JULY 1, 2017 – JUNE 30, 2018**

SUBMITTED PURSUANT TO SECTION 904.307 OF THE CODE OF IOWA



*The mission of the Iowa Department of Corrections is:
Creating Opportunities for Safe Communities*

Jay Nelson, Warden

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WARDEN'S INTRODUCTION

Fiscal year 2018 provided many challenges and opportunities for the Mt. Pleasant Correctional Facility. We saw several long term staff reach retirement. While it is difficult to replace their experience it is an opportunity to hire new staff, with new ideas.

Following the transition to a minimum secured facility, fiscal year 2018 saw an increase in apprenticeship programs and opportunities to increase the number of off ground work crews. MPCF began a partnership with the P.A.W.S shelter in Ft. Madison that provides our incarcerated individuals with the opportunity to socialize shelter dogs as a preparation for adoption. The program has been very successful.

In fiscal year 2018 maintenance began work to convert the former Women's Unit to a Minimum Live Out Unit. At this point this project is on hold, but we are still hopeful that we will be able to utilize that unit in the future. Maintenance also took on the monumental task of installing cable for satellite television in all Incarcerated Individuals rooms. Henry County Jail broke ground for their new facility.

In fiscal year 2018 all current supervisors completed a foundational leadership course. In addition we were able to begin the transition to Moral Reconciliation Therapy as our primary intervention along with ACTV. We were also able to relocate Correctional Counselors to one area allowing them to better control their appointments and still have time to complete assessments.

Fiscal year 2018 provided us the opportunity to hire a new Associate Warden of Security, and four new Shift Supervisors. We also implemented block vacation scheduling for Correctional Officers, as well as the ability to trade days off across shifts. These changes have had a positive impact on morale and overtime.

We look forward to the opportunities and challenges Fiscal Year 2019 will bring us, and we have no doubt we will address them together as a team.

Jay Nelson
Warden

Mt. Pleasant Correctional Facility Mission Statement

The mission of the Mt. Pleasant Correctional Facility is Creating Opportunities for Safer Communities by providing a safe and secure minimum security Institution which focuses on treatment utilizing evidence based practices.

Public

Provide sound security practices to maintain Incarcerated Individual accountability.

Establish and maintain relationships with criminal justice and law enforcement stakeholders.

Conduct business in a fiscally responsible manner.

Provide assistance in time of tragedy or disaster.

Employees

Provide a work environment that emphasizes communication, innovative thinking and encourages teamwork.

Provide professional growth opportunities.

Provide a professional work atmosphere in which employees are valued.

Provide staff the training and resources needed to accomplish organizational goals.

Incarcerated Individuals

Provide programming that assists Incarcerated Individuals in identifying, accepting, and addressing their criminogenic needs.

Enhance Incarcerated Individuals work skills by providing apprenticeship and work opportunities, including community service.

Provide a living environment that promotes personal change.

Reduce recidivism by developing better citizens through the learning of pro-social values.

History of Mount Pleasant Correctional Facility

In 1976 an arm of the Men's Reformatory at Anamosa, was established in the 20 Building and was named "Medium Security Unit". This was to be a temporary, 144 bed unit to help ease the prison overcrowding. This unit continued until in 1981 an exchange of buildings was made between the Mental Health Institute (MHI) and the Medium Security Unit. This was done in order to increase the prison capacity to 550.

February 2017 Director Bartruff signed off on MPCF as a Minimum Secured Facility.

Work began on the former Women's Unit building to place the minimum out workers in that building. As of the end of June 2018 it remains empty due to lack of staffing.

The MHI library was turned into a Mental Health Museum, which is open to the public the first Friday of every month.

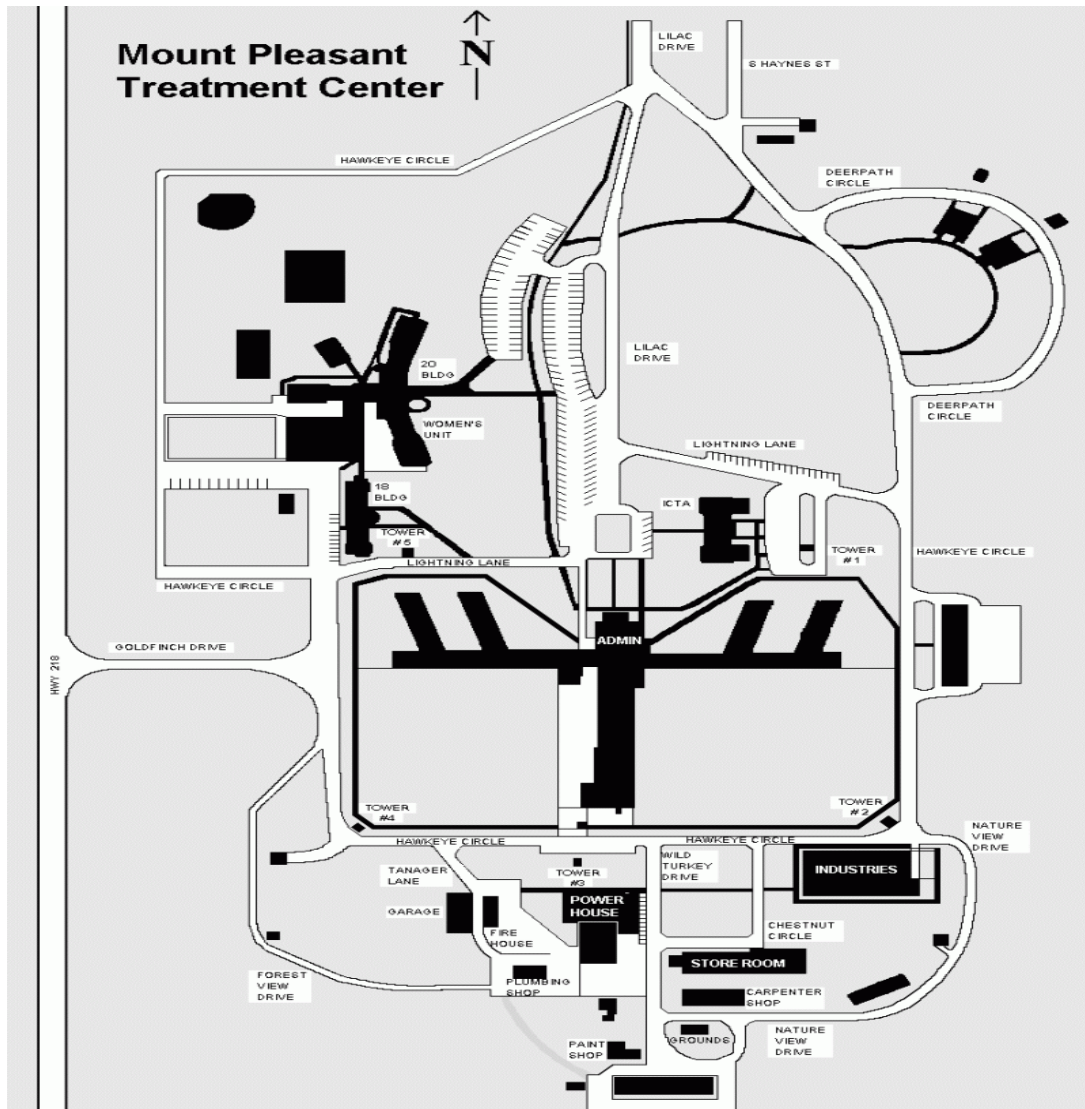
Today's prison is called the Mt. Pleasant Correctional Facility. MPCF has a design bed capacity of 774 and a maximum capacity of 967. The prison has a total of 243 authorized Full Time Equivalent positions and a total Incarcerated Individual population averaging approximately .

Location

The Mount Pleasant Correctional Facility is located on 152.24 acres, about the size of 115 football fields. The original construction was completed in the 1860's. The campus boundaries are Hwy 34 and old 218.

ADDRESS: 1200 E. Washington St. , Mt. Pleasant, IA 52641

PHONE: 319-385-9511



Re-entry Program

Mount Pleasant Correctional Facility (MPCF) strives lower recidivism rates by assisting Incarcerated Individuals with their release planning and educating them on positive release options. The reentry coordinator advises and consults with correctional staff to assist them in effective release planning decisions on problem cases, or to provide information about possible resources available in the community to Incarcerated Individual. Reentry provides Incarcerated Individuals with information on release issues including sex offender laws, alternative release living arrangements, and assistance with government program applications (i.e. Social Security, Financial Aide, housing, mental health appointments. Department of Human Services/child welfare and Iowa Market Place Health Care plans).

Department Mission: Creating Opportunities for Safer Communities

Rational: Ex-Incarcerated Individuals historically have difficulty securing jobs; stable housing and they often have difficulty re-establishing relationships with their families or other social supports.

Objective: To inform Incarcerated Individual of programs and benefits available to them when they leave MPCF so that they may have the tools to succeed in the community setting.

Goals: 1) Contribute to the success rates of Incarcerated Individuals who transition from prison by providing information that assists them in the community including treatment, employment, housing options, and supportive services 2) Ensure Incarcerated Individuals have quality health care prior to release.

MPCF uses a two-step process to assist in meeting the mission : a) primary classification within 45 days of the Incarcerated Individuals arrival to develop a case plan, and b) release planning during the Incarcerated Individuals incarceration.

In the last three years, and with the change from medium to minimum security, MPCF has doubled their releases to the community. In 2018 there were approximately 930 releases from MPCF, up from approximately 460 in 2015.

Staff/Incarcerated Individual Community Service

Special Olympics

MPCF purchased \$1,005 worth of Special Olympics T-shirts, with \$685 donated to the Special Olympics.

Fellowship Cup

The Incarcerated Individual Veteran's group raised \$300 that was given to the local Fellowship Cup.

Money was raised by staff with over \$340 given to the Local Food Pantry.

Domestic Violence Shelter

Staff and Incarcerated Individuals held a "Can/Bottle Drive for Kids," to raise funds for needed supplies for children who use the services of the local domestic violence shelter. It was a great opportunity for men to "give back" to kids in need, and many people took time to gather and haul bottles to and within the institution. With the generous donations and efforts to staff and offenders, \$456.75 was raised to buy requested supplies.

Crimes Victims' Rights Week

With our 2018 Crime Victims' Rights Week Breadeau Pizza Fundraiser, we raised \$517.50 and donated it to the Rebecca Hauser Foundation.

Mississippi Valley Regional Blood Center Drives

We hosted 4 drives and collected a total of 58 units which would potentially create 180 blood products and transfusions.

Incarcerated Individual Community Service

	<u>Hours</u>
Highway Cleanup	188
DOT Scale House	36
Des Moines Co. Landfill	7205
Keokuk City	8449
Mt Pleasant City	8246
Habitat For Humanity	4113
Independence MHI	99
Thresher's	2111
Ft Madison Recycle	15,211
Farm 3	12,960
Henry Co. Museum	167
Henry Co. Fair	772

Henry Co. Supervisor's	216
Henry Co. Conservation	291

Apprenticeship Hours

OTJ Training Hours = 24,619

Curriculum Hours =2,515

Furry Rescue Educational Development (F.R.E.D.) (Dog) Program

Mt. Pleasant Correctional Facility Dog Training Programs are community service programs. They provide opportunities for prison facilities to partner with non-profit agencies. The programs give offenders an opportunity to perform community service work while incarcerated. Dogs, that otherwise may be euthanized, are provided an opportunity to be trained to provide assistance, service, therapy or companionship for citizens. The program also provides offenders a valuable, marketable skill that they may use upon their release to the community.

Expenditure Report

FTE POSITIONS	Dept. Revised Budget	Actual Revenue & Expenditure	Percent (Actual of Budget)
Correctional Officer	123		
Total Staffing	237		
RESOURCES AVAIL			
Balance brought forward	-	-	-
Appropriation	25,526,413	25,526,413	1.00
Appropriation Transfer	-	-	-
Legislative Adjustments	(230,169)	(230,169)	1.00
Federal Support	-	-	-
Local Governments	-	-	-
Intra State Receipts	-	-	-
Reimbursement from Other Agencies	100	-	-
Transfers – Other Agencies	-	-	-
Interest	-	-	-
Fees, Licenses & Permits	60,000	70,596.06	1.18
Refunds & Reimbursements	100	-	-
Sale of Equipment & Salvage	-	-	-
Rents & Leases	21,40	29,306.75	1.37
Agricultural Sales	-	-	-
Other Sales & Services	-	-	-
Unearned Receipts	-	-	-
TOTAL RESOURCES	25,377,844	25,396,146.80	1.00

FY 2018 Financial Status Report

FUNDS EXPENDED AND ENCUMBERED	Dept. Revised Budget	Actual Revenue & Expenditure	Percent (Actual of Budget)
Personnel Services -Salaries	21,811,399	20,071,891.63	0.92
Personal Travel I/S	5,000	7,009.61	1.40
State Vehicle Operation	45,000	46,990.06	1.04
Depreciation	100	25,000.00	250.00
Personal Travel (Out of State)	100	-	-
Office Supplies	9,920	17,490.95	1.76
Facility Maint. Supplies	170,000	313,602.56	1.84
Equipment Maint. Supplies	5,000	7,737.68	1.55
Professional & Scientific Supplies	42,000	91,146.56	2.17
Housing & Subsistence Supplies	241,000	473,118.89	1.96
Ag Conservation & Horticulture Supplies	3,500	5,106.30	1.46
Other Supplies	10,000	14,809.56	1.48
Printing & Binding	-	-	-
Drugs & Biologicals	-	-	-
Food	804,000	1,189,181.40	1.48
Uniforms & Related Items	131,200	281,474.80	2.15
Postage	5,600	5,700.17	1.02
Communications	26,640	26,837.78	1.01
Rentals	4,140	4,246.95	1.03
Utilities	802,745	918,066.36	1.14
Professional & Scientific Services	98,000	126,066.36	1.29
Outside Services	150,000	170,038.17	1.13
Intra State Transfer	-	-	-
Advertising & Publicity	100	775.04	7.75
Outside Repairs/Service	72,000	98,188.46	1.36
Auditor of State Reimbursement	-	-	-
Reimbursement to Other Agencies	430,000	403,217.17	0.94
ITD Reimbursement	75,000	81,355.60	1.08
Workers Compensation	-	-	-
IT Outside Services	-	-	-
Transfer – Auditor of State	-	-	-
Transfers – Other Agencies Services	300	553.00	1.84
Equipment	5,000	172,974.69	34.59
Office Equipment	10,000	14,561.00	1.46
Equipment Non-Inventory	20,000	270,712.48	13.54
IT Equipment	100,000	204,740.44	2.05
Claims	100	-	-
Other Expenses & Obligations	300,000	344,998.58	1.15
Licenses	-	-	-
Refunds – Other	-	-	-
Capitals	-	-	-
Balance Carry Forward	-	4,028.32	-
Reversion	-	4,028.32	-
TOTAL EXPENSES and ENCUMBRANCES	25,377,844	25,396,146.81	1.00

Prison	Total Expenditures	Average Daily Population	Annual Cost	Average Daily Cost
Total	\$25,388,090.17	1002.61	\$25,322.00	\$69.38

Meal Cost Summary – FY 18	
Meal Count DOC Incarcerated Individuals Only	1,149,750
Adjusted Food Cost	\$1,015,106
Food Cost Per Meal	\$0.88
Adjusted Supply Cost	\$40,775
Supply Cost Per Meal	\$0.04
Adjusted Staff Labor Cost	\$1,224,986
Incarcerated Individual Labor Cost	\$67,864
Total Labor Cost	\$1,292,850
Labor Cost Per Meal	\$1.12
Total Cost	\$2,348,731
Total Cost Per Meal	\$2.04
Prior Year	\$2.17

Intervention Programs

Intervention Program	Active at Start	New Admits	Closures	Active at End	Incarcerated Individual s Served
Re-Entry Medicaid Coverage	22	320	307	34	342
Sex Incarcerated Individual Program	1		1		1
Total	23	320	308	34	343

Prison Services

Supervision Status	Active at Start	New Admits	Closures	Active at End	Incarcerated Individual s Served
Prison	957	1,195	1,209	943	2,152
Supervision Status Totals	957	1,195	1,209	943	2,152

Treatment Completed Requirements

Calendar 2018 MPCF Interventions	Completed Requirements
ACTV: Achieving Change through Value-Based Behavior (IDAP)	97
Alternatives to Violence (AVP) Advanced Workshop	24
Alternatives to Violence (AVP) Basic Workshop	42
Alternatives to Violence (AVP) Training for Facilitators Workshop	1
Cognitive Behavioral Interventions for Substance Abuse	39
Dads 24/7	61
DHS 101	127
HiSET (High School Equivalency)	30
Life Skills	61
Literacy	8
Microsoft Office Skills	14
National Career Readiness Certificate - MPCF	60
Thinking For A Change	117
Grand Total	681

Internal Intervention

Internal Intervention	Active at Start	New Admits	Active at End	Closures	Incarcerated Individual s Served
ACTV: Achieving Change through Value-Based Behavior (IDAP)		97	33	63	97
Alternatives to Violence (AVP) Advanced Workshop		31		31	31
Alternatives to Violence (AVP) Basic Workshop		39		39	39
Cognitive Behavioral Interventions for Substance Abuse	43	45	24	64	88
Dads 24/7	32	78	33	78	110
DHS 101	14	154	14	153	168
HiSET (High School Equivalency)	44	159	59	146	203
Iowa Workforce Development Class		24		24	24
Life Skills		96		96	96
Literacy	4	22	2	24	26
Microsoft Office Skills	18	40		58	58
MSU Apprenticeship - BAKER (BAKE PRODUCE)	1	3	4	1	4
MSU Apprenticeship - CABINET MAKER	2			2	2
MSU Apprenticeship - CARPENTER	2	6	4	4	8
MSU Apprenticeship - COOK (ANY INDUSTRY)	2			2	2
MSU Apprenticeship - ELECTRICIAN	1			1	1
MSU Apprenticeship - HOUSEKEEPER, COM, RES, IND.	1	5	3	6	9
MSU Apprenticeship - LANDSCAPE MANAGEMENT TECHNICIAN	4	5	3	6	9
MSU Apprenticeship - MATERIAL COORDINATOR	1	2	2	1	3
MSU Apprenticeship - PAINTER (CONST)	1	4	3	2	5
MSU Apprenticeship - PLUMBER	2	1	2	1	3
MSU Apprenticeship - REFRIGERATION, AIR CONDITION MECH (HY)	1	1	1	1	2
MSU Apprenticeship – UPHOLSTERER		1		1	1
MSU Apprenticeship – WELDING, COMBINATION	4	5	4	5	9
National Career Readiness Certificate – MPCF		66		66	66
Thinking For a Change	15	104		121	119
Internal Intervention Totals	192	988	190	994	1,180

Special Events

July 2017

At the end of July MPCF had 5 dogs in the F.R.E.D. program. One of the handler's families adopted his dog when he finished the program.

C/C Brad Carthey and Andrea Wright met with Carolyn Farley and Tim Snyder. Tim is the Iowa Works representative working with assisting Veterans to find work and to chart the course for success. He can serve all Veterans who have been honorably or other than honorably, but no one to one work with those who were dishonorably discharged.

Six Incarcerated Individuals were sent to the Henry County Fairgrounds to help prepare for the Henry County Fair. Once the Fair was over another set of Incarcerated Individuals were sent to help with the clean-up.

A storm came through the area and knocked down the radio antenna. Some fascia metal blew off the east side over the south core roof and into the west yard; in the process it tore several large holes in the roof. Giese roofing came in to patch the holes and Racom inspected the antenna.

The garden harvest has brought in over 700# of zucchini, 265# of green peppers, 450# of beans and 28# of peas.

The apprenticeship program has a total of 28 Incarcerated Individuals involved in 12 different courses.

On July 26th a graduation class from the ADLA program was held.

August 2017

The institution went through a rebid, which was completed in two days. This was necessary to even out staff on each shift.

The garden is bringing in thousands of pounds of produce. It is estimated that at this time, we will see a \$10,000 savings.

The apprenticeship program ran with 28 Incarcerated Individuals in 12 different courses. We will be adding 3 more courses in the near future.

DHS has turned the MHI building over to DOC.

Randy Kirchner met with the Safety Officer at, West Liberty Foods Company, regarding Incarcerated Individuals working for their private industry. At this time, it looks like we will send about 5 Incarcerated Individuals.

Nick Peitz continues to monitor the Treatment lists.

The Islamic fast and the feast of Eid Al Adha was held on August 31st and September 1st.

The dog program continues to be a huge success. We currently have 5 dogs inside the walls that Incarcerated Individuals are training to become adoptable.

About ½ of the water melons were raised for the food bank were picked up by the Ottumwa location and the total weight of the melons was 7,274#.

The storm water separation project is set to begin in September for two weeks.

Due to the large number of Incarcerated Individuals transferring on Mondays, we had to open unit 2C. Staff did an excellent job getting this unit ready in just a couple days. We continue to collapse identified posts to accommodate staffing.

Five cans of chew were found in the Northcore lobby area restroom.

Andrea met with the DHS child support recovery group regarding a review of Incarcerated Individuals who owe money. This will be an ongoing monthly visit.

Marcy Stroud worked with Iowa Wesleyan University Early Childhood Development students to possibly come in on our visiting days and do some organized activities with the children.

September 2017

On September 12th, five Incarcerated Individuals were taken to Cedar Rapids to a job fair.

Jerry Bartruff, Dan Craig and DOM met with Mt. Pleasant City and the Henry County Sheriffs staff to discuss the possibility of building the new jail on our property.

Four Incarcerated Individuals are assigned to go to the Old Threshers grounds to work.

Randy Kirchner continues to work with West Liberty Foods staff on training to allow Incarcerated Individuals to work there.

The F.R.E.D. dog program had expanded to 8 dogs and continues to thrive.

Staff met with Gary Peitz, with the 8th District, regarding the GPS system and equipment for those Incarcerated Individuals who have a DR 26 code from the Board of Parole. Training will take place in November.

At the request of Native American Consultant Judy Morrison, the sweat lodge was closed until she met with the N.A.R. group.

Brothers in Blue had their religious services September 20th through the 24th.

A major maintenance project was approved to improve the ventilation throughout the inside of the institution.

The remainder of the watermelon for the Food Bank was picked. A total of 12,995 lbs. of watermelon were made available to the Food Bank.

All counselors have been moved to one location on 4S.

As of September 29th the garden has produced over 50,000 pounds of produce for use in dietary.

October 2017

Security Audit took place on October 3rd and 4th. We have received the final report and are working towards meeting the expectations.

Marcy and Jay both attended a week of Leadership Training of Trainers during the month of October.

The local PD and County Sheriff's personnel conducted an Active Shooting Training in the old MWU building.

Captain Seyb assisted with the Kosovo visit during the week of October 16th.

MPCF began a partnership with Iowa Wesleyan University to implement a process by which their students can complete their volunteer service hours. These students are working on their Early Childhood Development Degrees. They will have structured activities as an option for the children while visiting their incarcerated loved one.

On October 17th two members of the House of Representative caucus staff toured MPCF to review major maintenance needs.

The window project continued October 23rd in the mechanical room and moved to the East side ISO cells

The city of Mt. Pleasant supervised 5 Incarcerated Individuals to clean and remove brush from the roads in the town of Westwood. They worked for one week with the city.

Kerry Murray, SCC attended the CEA National Fall Board Meeting in Baltimore MD, where he announced that the 2018 Region IV/III conference will be hosted in Des Moines Next April. Kerry is serving as conference chair while most of PCF Ed Department staff are serving as conference planning committee chair or co-chair.

Kim Kingery, SCC provided electronic documentation training for CEA audits to all DOC Ed Staff at DMACC.

November 2017

In November we had our first New Employee Training (NET) graduation with four new staff members. Two teachers and two C/O's.

On November 29th the school held a HSED and Vocational Commencement. Sixteen men received high school equivalency diplomas. Two men received Apprenticeship Program certificates after completed 10,000 hours of on the job training and class room learning. Four men received their Microsoft Office Specialist Certificate and three men were inducted into the National Adult Education Honor Society.

Andrea has been working with the Iowa Works personnel on hiring an employee to be housed at MPCF. Their main objective is to work with Incarcerated Individuals on resumes, interviews, job skills and apprenticeship programs.

Quest Labs Regional Representative Amy Volz, came to the campus on November 28th for an audit.

A dedication and open house for the Keokuk Habitat house that Incarcerated Individuals assisted building was held on November 21st. Those Incarcerated Individuals, that worked on the house, were taken to the open house.

Education Staff from all 9 Iowa Correctional Facilities visited MPCF for the Correctional Education Association's annual fall business meeting.

Jeremy Howk, along with Tim Diesburg, put together the first Incarcerated Individual job fair on site. This job fair was a great success in our progressive approach to the training and facilitating the employment of returning citizens.

December 2017

On December 14th, Des Moines County Sheriff's Office Sgt. Chad McCune was here with his tactical team to use our MHI/MWU building for tactical training exercises.

Throughout the month we have been working on hiring justifications, as staff retire.

Received notice from West Liberty Foods' legal advisors that they will not be hiring Incarcerated Individuals to work there due to the risk from a legal and customer relations standpoint.

The Incarcerated Individual Veteran's group raised \$300 that was given to the local Fellowship Cup.

The school had 21 Life Skills completions, 1 Vocational Computer completion and 25 official practice HiSET tests and 16 official HiSET test administered.

Terry Zmolek, with the Iowa Work Force Development, is being housed inside the institution for to work with Incarcerated Individuals regarding writing resumes, learning interview skills and more.

In December, a local acapella group from Mt. Pleasant performed a Christmas concert for Incarcerated Individuals that was well attended.

On December 12th the Selah (a Christian women's singing ensemble) from Winfield came in and sang Christmas Carols for the Incarcerated Individuals. This was well received.

Nine employees retired at the end of December.

Troy White starting at MPCF as the Security Director on January 26th.

A Blood Drive was held on January 12th.

Staff participated in donating \$340 to the local Fellowship Cup.

January 2018

Old Threshers requested Incarcerated Individual workers for a couple days in January to help load Christmas lights on a semi. The lights were transported to the institution for Incarcerated Individuals to rework them.

During the month of January we were able to do Correctional Officer Interviews, Correctional Counselor interviews and Clerk Specialist Interviews were conducted.

Asa and his K9 Cash assisted Newton in doing some shakedowns in their facility.

Our mock PREA audit was held January 24th. Everything went fairly well, there will be some physical plant changes.

The TV cable has been run throughout all the units. The next step will be to spec out racks, receivers, rotors, amps and multiplexers. We are still looking at 2 to 3 months before we complete this job.

Sgt. Garrison continues to schedule Personal Safety Training.

The F.R.E.D. program continues to thrive and grow. We currently have 7 dogs inside the facility.

Incarcerated Individuals were taken to PAWS to help sort cans. This was a very successful day.

Mark Roberts and Sgt. Garrison are working with the 5th District on the GPS system, as we have an Incarcerated Individual ready to use one.

An ADLA ceremony was held to recognize two Incarcerated Individuals who have completed the ADLA training program.

Heather Wenke began an internship in our IT Department.

Our count continues to be right around 1000. Mark Roberts has been working to see if we have Incarcerated Individuals eligible to go to CRC.

Becky met with the Iowa Wesleyan nursing students to set up their rotations for their clinic hours.

February 2018

The school completed 23 official practice HiSET tests and 16 official HiSET tests were administered.

Several new staff began employment during the month of February.

Some infrastructure was changed due to the PREA pre-audit that was held in January. We no longer collapse the 10 cell post due to the cameras no longer being used in accordance with PREA standards. The cameras will only be used in cells when an Incarcerated Individual is in SSIP and MHO status.

Sgt. Beauchamp and his canine went to ISP to assist in searches and training.

The Iowa Wesleyan Nursing students started their clinical rotation in our facility starting the 15th of February.

Barb worked with the Census Bureau for our current census.

Quest Labs Regional Representative Amy Volz, came to our campus for their quarterly report.

Dr. Greenfield was on site February 23rd and visited with staff.

The apprenticeship welders did a good job on welding and refurbishing the Old Threshers bleachers.

Becky and Troy attended the Henry County Emergency Management Coalition meeting.

Jay, Troy and Jeremy met with the Henry County Sheriff and Contractor John Hanson to review the new jail construction plans.

We were sending Incarcerated Individuals to PAWS to sort cans. It was decided to go quarterly due to staff needing to transport the Incarcerated Individuals.

The cable has been run to all rooms. The component specs are almost complete and racks are being ordered. Project is expected to be finished within a month.

Marcy spoke with Trey Haeger who is associated with the Presbyterian Church on doing a Pod cast on our dog program. We continue to work with PAWS and currently have 8 dogs in the facility being trained to become adoptable.

Our count for the month has been running over 1000 Incarcerated Individuals. Mark continues looking at the bed situation.

MPCF will be participating in the ACT pilot program, which would include our psychologists.

A shank was found in the IPI building.

March 2018

Our PREA audit was held this month and a closeout was conducted on March 22nd. There were 45 standards and we met or exceeded every one of those standards. The auditor was complimentary of all staff and their knowledge of PREA standards.

The Business Office auditors were on site for approximately 2 weeks with only two minor comments.

MPCF has received 21 Chromebooks for student use in the school. They will be used not only as a supplement to the skills taught to HSED classes, but they will also be incorporated into classroom instruction.

The school had 23 National Career Readiness Certificates (NCRC) test takers: 3 Bronze, 12 Silver, 4 Gold and 4 Platinum. This assessment-based credential measures and certifies the essential work skills needed for success in jobs across industries and occupations.

Unit 1C was transitioned into a TIP 4 unit. Supplies and equipment are being installed on this unit making 3 units TIP 4 units.

During the month we hired 3 Captains (one will begin in April), a Power Plant Engineer III, and 3 Counselors. Three Correctional Officers completed the Academy and have been placed on assignment.

On March 21st a student from Southeastern Community College job shadowed our psychology department.

On March 16th AFSCME representative Amber Moats was on site to educate membership on the decertification vote.

The Fire Marshall was on site March 7th to do a walk through. She was pleased with all areas and any deficiencies will be addressed.

We received the greenhouse from Luster Heights. Maintenance continues to work on the cable system, we are waiting on one part and then will be ready to do some testing.

Correctional Officers continue to do a good job of shaking rooms down, resulting in the location of significant contraband.

Becky continues to work with Dr. Greenfield to hire a dentist, a temporary doctor (while Dr. Jacks is off for health reasons) and an eye doctor.

New Correctional Counselors are scheduled for training in new curriculum so we can move our treatment needs forward.

Our count continues to climb. As of this writing we are at 1050. Mark R. continues to look for bed space.

April 2018

The Henry County DNR contacted MPCF Maintenance to see if they could have minimum Outs do some tree and shrub planting at the Gibson Park Recreation Area. They had 100 shrubs and 100 trees, and since the area where they needed to be planted was too wet they couldn't use their tractor, so they needed to be planted by hand. CTL Tony Kempker worked with the DNR and on 4-20-18 he escorted the Outs to the job site.

With our 2018 Crime Victims' Rights Week Breadeauz Pizza Fundraiser, we raised \$517.50 and donated it to the Rebecca Hauser Foundation.

Deputy Warden Stroud attended the National Crime Victims' Rights 2018 Commemoration.

MPCF Education Department will be audited on May 30th for CEA Accreditation renewal.

Dr. Greenfield was on site April 3rd touring the dental area with a potential dentist to hire.

The Mt. Pleasant High School held a presentation called the "Domino Effect". Four Incarcerated Individuals were escorted to the high school to speak with

teachers and other school staff regarding their stories and how school personnel may have been able to help them go down a better path.

During the month of April we hired 6 new Correctional Officers. Interviews for a SCO, CTL and Activity Specialist were held. We had three C/O's retire the month of April.

Contractors have been working with maintenance staff tearing up manholes around the grounds. This was part of a storm water separation project.

The cable project should be completed within 6 weeks. Holes for the ice machines on each unit continue to be drilled, and the greenhouse, that was received from Luster Heights, has been inspected and is ready to be rebuilt.

On April 5th two representatives, one from Proteus and one from Henry County Transition Coordinator spoke with 20 Incarcerated Individuals regarding their programs and to answer any questions. This stems from the Iowa Workforce Development, Re-entry Advisor.

The city airport in Mt. Pleasant requested a few skilled outs workers to help put a new roof on the garage that the municipal airport. This project took 5 days and the Incarcerated Individuals were supervised by city workers.

Mark Lindeen, Henry County Board of Supervisors and Chairman of the DeCat funding committee was on site to sit in on the parenting classes. Funding for the classes comes from the DeCat board.

Ophthalmologist, Dr. Rupp has been on site to tour and is interested in taking over for Dr. Ryther when he retires in June.

Warden Jay Nelson attended Executive Warden Training at the National Institute of Corrections April 1-6

SCO Asa Beauchamp and K9 Cash placed first overall at the regional narcotics trials and took the honor of top rookie handler of the trials. This is a tremendous accomplishment for Asa and Cash.

Ana Schurr, daughter of Sara Beth Schurr (Psychologist III from MPCF), recently completed a servant leadership project with the help of staff and Incarcerated Individual s from MPCF. Anna organized a "Can/Bottle Drive for Kids," to raise funds for needed supplies for children who use the services of the local domestic violence shelter. It was a great opportunity for men to "give back" to kids in need, and many people took time to gather and haul

bottles to and within the institution. With the generous donations and efforts to staff and Incarcerated Individuals, Ana raised \$456.75 to buy requested supplies.

May 2018

Major work has begun at the old MWU building (which is now being referred to as the MLO, Minimum live outs) to house our minimum out Incarcerated Individuals.

We are getting closer to having the cable installed.

The holes have been drilled to all the units to install ice machines on all the units. Plumbing and wiring will be the next step.

Life Skills instructor Jolene Cox will become a certified COLORS facilitator in July.

Dave Smith escorted representatives from the window firm around to measure for the south core and west wing window project.

We had 19 staff complete New Employee Training. Graduation was held May 18.

A job fair was held in our former IPI building. 148 Incarcerated Individuals attended and 20 employees an agencies attended.

The Henry County Jail held their ground breaking ceremony and they have begun dirt work.

On May 31st our K-9 along with other local K-9 units participated in training and shakedown at MPCF.

Kendra Struck toured the facility with Becky Johnson for possible temporary employment as our PA while Dr. Jacks is on medical leave.

MPCF education department was audited for reaccreditation by CEA. This accreditation renewal audit happens every 3 years and the program must provide documentation demonstrating compliance in 61 standards covering areas including but not limited to governance, policy and procedure, budget, administration, staff development, student attendance, educational assessment, academic and vocational programming, and accountability. The auditor observed classes and interviewed both teachers and students. He was

impressed with the staff, students, and the thoroughness and presentation of 3 years' worth of documentation.

On May 23rd, Tyson Yohe, Lead Pharmacist at IMCC, came to conduct our quarterly Pharmacy Audit.

On May 22nd, Amy Volz, Quest Labs Regional Representative came to conduct their quarterly report.

Incarcerated Individuals were taken to the Henry County Conservation to help plant hundreds of trees.

May 30, three Incarcerated Individuals completed ADLA training.

With the help of a citizen and the local police department we were able to identify a person who was dropping off tobacco on the campus grounds.

Staff enjoyed a week of activities during Corrections week.

The Campus Activities Committee awarded five \$500 scholarships to staff whose daughter or son is attending college next year.

Jay and Barb had the honor of hosting the family of Correctional Trades Leader Steve Wilson at the ICA Banquet and Memorial service.

We are finished with the C/O interviews in the hopes of hiring 14. During May we hired a Sergeant, an Activities Specialist, and a CTL.

Becky has been working hard with Dr. Greenfield on hiring a temporary doctor, a dentist and a part-time ophthalmologist.

June 2018

Asa and K-9 Cash assisted Louisa and Wapello County in traffic stops, which ultimately concluded in a narcotic arrest.

On June 21st, Board of Parole Chair Jeff Wright toured MPCF.

One State Auditor was here for a week in June.

Mr. Alex Nunz is completing a 320 hr internship at MPCF for Indian Hills Community College with an ultimate goal of becoming a Parole Officer. He will be working with several departments throughout his internship.

Interviews for one of the open instructor positions were held on June 29th. One candidate will move on to phase two of the interview process. The school completed 2 HSED, 7 Literacy and 42 Official practice HiSET tests and 22 Official HiSET tests.

Hired 5 C/O's in the month of June and had one Activity Specialist begin employment. During the month of June we had one C/C retire, one dental assistant's resignation and one C/O retirement.

C/C Rhonda Phillips reported that MPCF purchased \$1005 worth of Special Olympics T-shirts, with \$685 donated to the Special Olympics.

Health Services

PROGRAM OVERVIEW

IDOC Health Care Mission

We promote the Department's Mission to Create Opportunities for Safe Communities by: Managing client health care to ensure a safe and secure environment for both clients and staff while promoting positive change in client behavior.

Health Services Organization (Under the Direction of the DOC Health Services Administrator)

In the Iowa prison system, key departmental and institutional health professionals meet on a regular basis to develop corrections health programs. The Department of Corrections (DOC) Pharmacy and Therapeutics/Health Services Committee provides for a quarterly meeting of DOC health professionals, including the DOC Medical Director, DOC Administrator of Nursing, DOC Director of Pharmacy Services, and the DOC Health Records Administrator. This departmental committee, with representation from each of the prison facilities, develops reviews and establishes DOC Health Services policy. Final decisions are made as to what specific medications will be used in the department's health services programs. Mutual concerns are discussed, and agreement is reached as to how DOC health professionals can best respond to patient health needs.

Scope of Services:

- The Health Authority (DOC Health Services Administrator-DOC Nurse Managers Administrator) and (Nursing Services Director) will ensure that staffing levels, job descriptions, contracts and procedures are developed in order to implement this policy.
- Available resources are utilized in the most efficient manner.
- Opportunities are provided for patients to improve their health status.
- Populations with special health care needs are serviced.
- The rights of patients are respected.
- Regular means of communication between health services and institutional administration is accomplished.

Goals

The goals of the Department of Corrections health care services are to relieve pain and suffering; prevent avoidable deterioration of health status; and, promote the restoration of function, by developing a model service delivery system of correctional health care.

1. To provide the adequate number of trained credentialed and licensed professional staff in order to accomplish the health care mission of the Iowa DOC.
2. To achieve accreditation for all DOC institutions.
3. To develop and apply ongoing application of Continuous Quality Improvement (CQI) data to ensure delivery of evidence-based best practices at the best value for the lowest cost.
4. To establish and maintain linkages with sister state agencies and other county and national organizations.

Objectives

To assure that the scope of services are provided and monitored:

- To provide trained, credentialed and licensed professional staff in order to accomplish the health care mission.
- To develop and apply ongoing continuous Quality Improvement (QI) policy to ensure delivery of evidence-based medical practices.
- To maximize in-house medical care while minimizing the use of outside medical facilities.
- To participate in meetings on health care
- To collaborate with security-staff to assure patients access to health care in accordance with policy.
- To provide medical education for the patient population.
- To encourage patients to maintain their health and actively participate in their personal health care.
- To continue on going staff training and education.
- To promote communication between health care professionals and patients.
- To provide a comprehensive program for infection control for all employees and patients.
- To maintain complete and accurate health records.
- To assure confidentiality of patients' health records.
- Coordination of care among a multidisciplinary team approach.

Types of Health Care Services:

**A. Medical: One full time Nurse Practitioner and on-call physician
24 hours a day**

- Review of Patients current medical history, including collection of data, medical, dental, mental health and immunization histories, to develop a plan to accommodate the health needs of each patient.
- Acquisition of laboratory and other diagnostic tests to detect communicable diseases and assess chronic disease process.
- Assess vital signs to include weight, height, blood pressure, pulse, and body temperature.
- Development of treatment plans, initiation of therapy and monitoring of interventions.

B. Nursing:12 R.N.'s, Nursing Unit Coordinator, Nursing Services Director

Procure medical, mental health and immunization history.
Provide support for medical procedures.
Provide for daily sick call and triage.
Provide 24-hour nursing coverage.
Provide for pharmacy distribution.
Provide for patient educational development regarding their chronic conditions and communicable diseases.

C. Dental: One part time Dentist and one Full Time Dental Hygienist.

- Provide initial screening of dental and oral lesions.
- Place pathology in a stepped priority format.
 - Treat lesions in a priority order.
 - Final professional judgments related to dental services are the responsibility of a dentist.

D. Laboratory and Radiology:

- Provide onsite laboratory screening of blood glucoses, hemmocults, suboxone tests, and urine tests..
- Collect DNA samples.
- All Blood labs needed are drawn and prepared by the RN's.

- Prepared labs sent to a state contracted lab (Quest Labs). Emergency labs can be sent to local hospital, HCHC
- Provide X-ray screening at UIHC, and HCHC.

E. **Pharmacy:**

- IMCC is our Centralized Pharmacy providing our facility with pharmaceutical support.
- Develop a formulary of drugs.
- Provide a mechanism to identify drug errors.

F. **Mental Health:** *[Under supervision of the Iowa Department of Corrections DOC Health Services Administrator.] 24 hour a day Physicians on Call*

3 Full time Psychologists

- Provide initial mental health screening to patients.
- Provide intensive support for patients in an SSIP or MHO status.
- Provide for the programming needs of MPCF.
- Determine the need for civil commitment.

G. **Optometry: One part time Optometrist up to 20 hours per month**

- Provide tri-annual visual acuity screening and follow-up corrective refractory.
- Provide ongoing ocular needs as appropriate.

Intake Health Screening and Assessment

Upon intake at the Iowa Medical and Classification Center (IMCC), medical staff completes a brief intake health assessment. Usually, within 24 hours, nursing staff conduct an expanded survey and review of the Incarcerated Individual's current health status. A vision and dental assessment is completed; infectious disease screening is accomplished; laboratory tests are obtained; and, a physical examination is conducted. Patient's health history and circumstances of their incarceration may warrant modification in these screening tests and procedures. Relevant issues are discussed in applicable DOC policy and procedure.

Most patients remain in IMCC reception status for only a short time. During this period, IMCC health services staff address high priority

health concerns. Elective health issues are noted in the patient's health record.

Mount Pleasant Correctional Facility completes an updated intake health screening for medical and psych on all incoming patients to our facility. This continues to serve on-going care from other institutions with no break in cares.

Elective Health Conditions

Available health resources are not unlimited. The DOC intends to provide health services consistent with nationally recognized standards for correctional health care.

Stable health conditions, related to old injuries (sports, auto accidents, etc.), may or may not be addressed.

Some degree of hearing loss is not inconsistent with doing prison time. Hearing aids, even if recommended by others, will not automatically be purchased. With regard to prosthetic devices, each circumstance will be assessed on its own merits.

Dental services are provided within a priority system. Available resources are committed to saving and restoring teeth. Little time and resources are available for obtaining prosthetic devices, including partial and full dentures.

University Hospitals

In most cases, necessary (not elective) inpatient and outpatient specialty services were obtained at the University of Iowa Health Center (UIHC), located in Iowa City, Iowa. Local Community Henry County Health Center also utilized for emergency room, x-rays, and emergency labs if needed. Referral for these specialty services is by mutual agreement between the Incarcerated Individual and DOC staff.

University of Iowa Health Center professional staff are responsible for the outpatient and inpatient services patients receive while immediately under their care. UIHC staff frequently makes recommendations for treatment and follow-up services after an inpatient stay or an outpatient visit. DOC staff is responsible for considering UIHC recommendations and responding appropriately. Some recommendations may or may not be followed as written by UIHC. University Hospital professional staff cannot be expected to be fully aware of all policy and procedure in effect in a prison environment. Follow-up return visits to the UIHC are frequently

unnecessary, as available correctional health services staff are able to address remaining health issues.

Mental Health Services

In Iowa Corrections, all inpatient psychiatric services are provided in the 23-bed psychiatric hospital located at IMCC. If psychiatric hospitalization is indicated, MPCF institutional mental health services staff will make an appropriate referral.

Psychological assessment is done as part of initial prison intake screening. At prison facilities, patients have an assigned correctional counselor who is expected to initially address patients concerns in the mental health area. Psychology staff is available for additional assessment and treatment services. Where necessary, outpatient consultation and treatment from a psychiatrist is provided at the institution of assignment or by other arrangements.

MPCF psychology staff provides wellness clinics available to all patients to go to. Kiosk system is also available for contact to the psychology staff.

Emergency Health Services

Outside Emergency resources include Henry County Health Center Emergency Room or University of Iowa Hospitals and Clines Emergency Room. Other surrounding Emergency Rooms could be included in the scope of resources should mass casualty occur.

Incarcerated Individuals Co-Pay

Iowa Statute § 904.702 authorizes deductions “from the patients account an amount sufficient to pay for the patients share of the costs of health services requested by the patient and for the treatment of injuries inflicted by the patient on the patient or others.” Based on this authority, patients may be assessed a fee of \$3.00 for professional services. Patients will be assessed a fee of \$3.00 whenever professional health services are provided for the treatment of injuries inflicted by the patient upon themselves or others.

No patient will be denied health services because of an inability to pay an applicable fee. Nevertheless, the patient’s account will reflect a negative balance until applicable fees are paid.

Emergency health issues are those Medical conditions that are of an immediate, acute, or emergent nature which without care, would cause rapid deterioration of the patients health, significant irreversible loss of function, or may be considered possibly life threatening. The

condition could also include to be related to loss of limb or major body function, such as vision.

Treatment Refusals/Complaints

Patients sometimes choose not to accept all recommendations for evaluation and treatment. Where appropriate, a **Treatment Refusal (HSF-305)** is initiated so that rights are protected. Concerns or complaints regarding an institution's health services program should be taken to appropriate administrative and health services staff.

Food Services

Food Service at Mount Pleasant is operated by 13 paid staff and 124 Incarcerated Individuals. A cold breakfast, hot lunch and hot dinner are produced 365 days per year. From July 1, 2017 through June 30, 2018 the average number of people fed at a given meal was 1029, up from 2017 due to a population increase. An average of 24 Medically Prescribed Diets were also maintained. The department operates on a five week cycle menu. A few new entrees were added to the menu in 2018.

Dining Room seats 172 at one time. One seat turns over more than 5 times per meal. Early chow for Lunch begins at 10:15am. Lunch meal service ends approximately 12:45pm. Evening meal begins after count clears at 4:15 and ends at 5:50pm. 22 Incarcerated Individuals serve almost 10 meals a minute and maintain the Dining Hall cleanliness.

Dish Room is staffed with twelve Incarcerated Individuals. They are responsible for operation of soiled dish conveyor belt, operation of flight type dish machine, plus processing of pots and pans for the department.

Main Kitchen Produces the hot and cold menu items for all meal services with 24 Incarcerated Individuals. Food cost for Fiscal Year 2018 was \$.87 per meal, with a supply cost of \$.05 per meal, and Staff and Incarcerated Individual labor costs of \$1.10 per meal. Resulting in a combined cost of \$2.03 per meal. An decrease of \$.18 per meal from a year ago.

Bakery -Produces all the bread, buns, desserts, cookies, etc. for the menu with a staff of 8 Incarcerated Individuals.

Issue and Ingredient Room measures/weights out all ingredients before going to the kitchen or bakery for preparation. 4 Incarcerated Individuals work in this area. This area works 2 to 3 days ahead of day product will be made. They perform purchasing and receiving functions for department. Majority of our food and supplies are purchased from Central Distribution Center and US Foods.

Maintenance Department

The Maintenance Department consists of 22 employees with some members having public service experience going back to 1981. The wide range of backgrounds aids this department in addressing the diverse challenges that face this department each and every day. We have 3 members that have military experience, while a number have owned and operated their own businesses. All of them have been employed in the private sector for a period of time, and are dedicated to their job.

The charge for this group is to maintain 599,702 sq feet of building space as well as 152 acres of grounds to be kept in a park like condition. One could look at this facility as being a small city of 1200 to 1500 citizens at any one given time. The type of goods and services required are much the same: roads, electricity, water, sewer, heating & cooling, transportation, communication, and environmental concerns. We have a fleet of 30 vehicles, 7 agricultural tractors, 25 lawn mowers, and 1 Gator for transportation. We also provide the communications service by maintaining 356 phones, 250 computer ports, 146 cameras throughout the facility as well as the miles and miles of cable, wire, and fiber needed to make these systems work. The infrastructure continues to grow as more systems become electronic.

In looking at other systems we have piping for potable cold water, potable hot water, hot water return, high pressure steam, low pressure steam, condensate return, natural gas piping, pressurized air for HVAC control, fuel oil piping, chilled water supply, chilled water return, fire sprinkler lines, storm sewer lines and sanitary sewer lines all around the facility and between buildings which includes miles and miles of piping. These lines as well as all the control systems require maintenance and monitoring.

Some of the Projects Accomplished With In House Staff

Completed the installation of the new TV system for all living units in the facility.

Remodeled and refurbished the old Women's Prison(1S, 2S and 3S) into living space for Minimum Outs Workers.

Remodeled the old canteen area into the employee break room.

Planted and harvested 98,578# lbs of garden produce and apples

Planted and harvested 20,000# of water melons for the Food Bank of Iowa.

Completed Highway Cleanup for D.O.T

Rebuilt 100+ Christmas light displays for old threshers

Assisted Old Threshers, City of Mt. Pleasant and City of Keokuk with Christmas lights.

Removed approximately 20 tree stumps in preparation for planting new trees.

Installed electrical for unit Ice Machines.

Poured concrete in power house for a new welding area.

Poured concrete around the underground fuel tank fill lids for DNR compliance.

Car Wash(Hospice)

Tuckpointing various campus buildings

Hosted another job fair for the apprenticeship program.

Cold patched parking lots and streets

Refurbished bikes as they were available and donated to charities

Removed large trees from East and West yards for better camera viewing..

Installed new cameras as needed.

Installed new computer drops campus wide as needed including 6 new runs to the rec hall.

Installed offender phones on all units.

Repaired concrete surfaces as needed

Installed additional 75# dryer in the main laundry

Began the testing and needed replacements of all steam traps in the Men's Prison.

Began replacing exterior building lights with LED

Continued work on the MHI Museum

Performed emergency asbestos abatement as needed for the Mt. Pleasant campus.

Refurbished all bleachers for the Henry County Fairgrounds

Installed several new tables to the east and west yards

Built a new shakedown area for incoming trips

Planted 200 trees for the DNR

Cleaned up invasive honeysuckle along roadways for the community of Westwood.

Installed all new garden fence

Began constructing TV shelves for all offender beds

Education Area

HSED

66 individuals took at least one official HSED test at MPCF in fiscal year 2017 - 2018.

21 completed their HSED with an average subtest score of 15 and an average combined score of 72.

The department's overall passing rate was 97% with 4 registered fails out of 147 total tests.

The department recorded 11,929 total contact hours in HSED.

The completion pass rate was 100%.

HSED Subject	HSED Number of Tests	HSED Number of Fails	HSED Average Scores	HSED Current Pass Rate Percent
Writing	24	2	13	92
Social Studies	35	1	16	97
Science	24	0	16	100
Reading	31	1	14	97
Math	33	0	14	100
Overall Total	147	4	15	97
Completions Total	21	0	72	100

Literacy & ESL

33 individuals participated in Literacy programs in fiscal year 2017 - 2018.

30 Incarcerated Individual s earned their Literacy Completion Certificate.

The department completion rate was 88%.

The department recorded 870 total contact hours in Literacy.

Vocational Education

The Vocational Program at MPCF offers a 12 week Life Skills course, Vocational Computer courses, and basic Keyboarding.

162 individuals participated in vocational education in fiscal year 2017 - 2018.

158 individuals completed vocational education courses.

The department completion rate was 98%.

82 Life Skills Completion Certificates were awarded.

50 Vocational Computer Certificates were awarded.

26 Microsoft Office Specialist Certificates were awarded.

The department recorded 6,273 total contact hours in Vocational Education.

Special Education

Ten individuals participated in Special Education programs in fiscal year 2017 - 2018.

All 10 were HSED students and zero were High School students.

0 special education students earned their HSED at MPCF this fiscal year.

The department recorded 285 total contact hours in Special Education.

Testing and Assessment

Testing and Assessment at MPCF includes the TABE reading and math, HiSET Official Practice test, HiSET Official test, Microsoft Office Specialist Certification testing, and NCRC tests. Total department assessment hours were 1,598.

Staffing

The department employed 2 full time instructors for the majority of the fiscal year 2017 – 2018. Sarah Raymond taught HSED math and science for the entire year. Kristi Notestein began teaching HSED writing and social studies in July until her termination in October. Cindy Schlegel taught Literacy/ELL and Vocational Computers until her resignation in February. Jolene Cox taught Literacy, HSED reading, and Life Skills. She began teaching HSED writing and social studies after Kristi's departure and did so for the remainder of the year. Kerry Murray taught Title 1 and took over teaching Literacy and HSED reading after Cindy's departure.

Highlights

10 HSED graduates, 2 Apprenticeship Program Graduates, 3 Microsoft Office Specialists, and 2 National Adult Education Honor Society inductees were able to attend the HiSET graduation ceremony in November.

MPCF Literacy students began using the Reading Horizons program on laptop computers to increase reading skills.

MPCF was audited for CEA accreditation and recommended for renewal to the CEA Standards Commission.

Kerry Murray completed his third year of serving as CEA Region IV Director.

Jolene Cox was elected CEA Iowa Chapter President.

Kim Kingery accepted the nomination to serve on the SCCESA Executive Board

Kim facilitated a DOC quarterly training providing electronic documentation instruction for CEA audits. The method she created has been adopted by all nine Iowa Correctional Education Departments.

Kerry served as Conference Chair and Jolene, Sarah, and Kim all served on the conference planning committee for the CEA Region III/IV Conference hosted in Des Moines. Jolene also was a co-presenter of the “Life Skills Programs in Iowa” presentation.

Kerry, Jolene, and Cindy attended the “Building Your Future with Adult Education and Literacy” conference hosted by the Iowa Department of Education.

Kerry, Cindy, Sarah, and Jolene attended the “Domino Effect” course hosted by ISP.

Kerry and Kim took part in a discussion group at central office focusing on streamlining educational data entry into ICON and the DOE data system.

Kerry attended the 72nd Annual CEA International Conference and Training Event.

MPCF Ed staff attended a workshop on integrating career pathways into the adult education program.

CEA members from across the state toured MPCF as our Education Department hosted the Annual CEA Iowa Chapter Fall Business Meeting.

Staff Information

Personnel Turnover

Resignations - 9
Retirements - 18
Terminations - 8
Death - 0

Leave Hours Taken

Sick Leave – 15,995.10
Vacation leave – 32,607.38
Holiday / Comp Leave – 7,188.49
Enforced Leave – 4,825.74

Total Hours of all Leave Taken – 60,616.71

Total Amount of Overtime Paid

Overtime hours – 5,874.09
Overtime Amount - \$235,736.00