

Fiscal Year 2019 Annual Report



SERVING 11 COUNTIES IN NORTHEAST IOWA

**Allamakee • Black Hawk • Buchanan
Chickasaw • Clayton
Delaware • Dubuque • Fayette • Grundy
Howard • Winneshiek**

Our Website: www.FirstDCS.com

Message from the Director

This annual report is prepared pursuant to the Code of Iowa and provides information about the First Judicial District Department of Correctional Services' organizational composition, financial reports, correctional programming, supervision, strategic plan, and significant events during the year.

The First District continues our commitment to providing effective community based correctional services to the residents in the eleven counties we serve. We maintain our commitment to continuous quality improvement. Currently 96% of our staff have been trained in Core Correctional Practices, 90% of case managers have been trained in DRAOR, and 92% of case managers have been trained in the IRR assessment instrument. We have consistently seen our staff demonstrate a proficiency level between 85% and 94% with the IRR instrument from month to month. We will continue to train staff and help them establish proficiency in the use of various assessment tools they use.

We have also continued to use technology and data to guide decisions we make. The First District's, information technology staff developed the caseload assistant and new workload report. These instruments have been a great resource statewide for monitoring the workload credit for case managers and also providing an at a glance look at items needing to be addressed in case work. The district has completely transitioned to the new 5 level system for case management. During this last year we have also implemented the Swift, Certain, and Fair Court. We secured a grant from the Bureau of Justice Assistance for this project. The University of Northern Iowa has been hired to conduct research on the outcomes of this effort and we should begin to see data from their work over the next year. A database and web application was created which allows SCF staff to manage all of the program data in one centralized location. This system is also used to report out information to BJA and the UNI study team.

We have continued to prioritize the on-going maintenance needs of the district. Over the last year we have replaced aging vehicles, added metal detectors, had several building issues requiring emergency repairs, and have also started the process of replacing windows in our largest facility in Waterloo. This project should be completed during fiscal year 2020.

The staff of the First District continue to impress me with their hard work and dedication. The work they do definitely contributes to the goal of maintaining a safe community.

I want to thank the Board of Directors, Advisory Committees, community partners, and the Department of Corrections for their on-going support.

Respectfully,



Ken Kolthoff
District Director

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VISION



MISSION

Creating Opportunities for Safer Communities

VALUES & BELIEFS

People can change
Our efforts help make people safer
We must work as a team if we are to succeed
Every person should be treated with dignity and respect

GOALS

- ❖ To implement evidence-based practices in treatment and supervision for the purpose of supporting consistency and decreasing recidivism.
- ❖ To increase offender satisfaction in their treatment and supervision experience.
- ❖ To embrace diversity through enhancing sensitivity to differences, recognize the commonalities, and respect the uniqueness of all individuals.
- ❖ To provide training to all staff consistent with their job responsibilities and the department's mission.
- ❖ To provide a safe environment for visitors, employees, and offenders.
- ❖ To provide technological and information resources for staff to more efficiently and effectively do their jobs.
- ❖ To provide office space and residential facilities which meet the needs of the offenders being served.
- ❖ To provide accurate and efficient accountability in all fiscal activities.

First Judicial District 5 Year Strategic Plan Fiscal Year 2017 through Fiscal Year 2022

Priorities, Goals, & Desired Outcomes

Strategic Priority #1: Identify and focus resources toward individuals most likely to reoffend.

Strategic Goals:

- Continuously review data and make evidenced based decisions.
- Complete thorough investigations and provide to the court prior to sentencing.
- Support sentencing options that provide individuals an opportunity to change while prioritizing safety to the community.
- Assess all individuals placed under supervision to make informed decisions for supervision levels and programming needs.
- Deploy techniques that enhance offenders' motivation and capabilities to complete treatment successfully.
- Work with the institutions to effectively transition offenders returning to the community.

Strategic Priority #2: Focus on evidence based and research-informed practices for improved offender success.

Strategic Goals:

- Invest in program models that reduce recidivism.
- Support supervision and treatment opportunities for mentally ill offenders.
- Use cognitive behavioral and social learning models.
- Continuously review and evaluate offender program effectiveness.
- Expand continuous quality improvement processes.
- Measure process, practice, and outcomes.
- Monitor the quality and performance of implemented program models to ensure recidivism reduction outcomes.
- Expand collaboration with other agencies, organizations, and community partners to better utilize resources and improve outcomes.

Strategic Priority #3: Funding and budget focused toward staff resources, training, and equipment to carry out the agency mission at the highest level.

Strategic Goals:

- Improve supervision success rates by providing staffing sufficient to offenders risk and needs.
- Increase the use of "banked" caseloads for lower risk offenders allowing manageable workloads for high risk caseloads.
- Increase residential officer positions to improve accountability and compliance monitoring.

- Adequately staff secretarial, cook, and maintenance positions.
- Allocate and restructure management staff to improve ability to effectively train, support, and provide guidance to staff districtwide.

Desired Outcomes:

- Evidenced based decisions supporting *long-term public safety*.
- Adequate fiscal support to carry out the agency mission at the *highest level*.
- Responsible use of taxpayer dollars- offenders will be effectively monitored for compliance and accountability while being provided opportunities for *successful supervision*.
- Quality Assurance and *Continuous Quality Improvement*.
 - Will have regularly scheduled training and booster opportunities.
 - Case managers will be proficient in the use of assessment instruments.
 - Offenders will be supervised at an appropriate level.
 - Offenders will be referred appropriately to interventions, internal as well as external, to effectively address their needs.

Department Overview

The First Judicial District Department of Correctional Services is an agency established under Iowa Code Chapter 905 to provide correctional services throughout the eleven counties of Northeast Iowa, comprising the First Judicial District.

In October of 1973, the first efforts at establishing community-based corrections in the First Judicial District revolved around a Waterloo based agency established to provide correctional services in Black Hawk, Grundy, and Buchanan Counties, named the “Tri-County Department of Court Services.”

In late 1974, a similar office was established in Oelwein to provide correctional services in Fayette, Chickasaw, Clayton, Howard, Winneshiek, and Allamakee Counties.

In November of 1976, the two agencies were merged into one to provide most of the basic pre-institutional services in nine of the eleven counties of the district and a limited level of service in Dubuque and Delaware Counties. In 1977, all eleven counties merged into one agency called, “The First Judicial District Department of Correctional Services.”

Early efforts to establish a residential facility/probation office in the Waterloo-Cedar Falls area finally paid off in late 1976 with the establishment of a residential facility in the old Ellis Hotel building in downtown Waterloo. A second residential facility was leased in 1978 in Dubuque at an old house on Garfield Street. In November of 1981, Waterloo probation staff separated from the residential setting and moved from the Ellis Hotel to the current Waterloo Probation/Parole Office at 527 E. 5th Street. In 1984, a 36-bed facility was built in Dubuque on Elm Street; and in 1985, the Waterloo Residential Facility moved from the condemned Ellis Hotel to a newly constructed 56-bed facility at 310 East 6th Street.

On July 1, 1984, the State Department of Corrections turned over the administration of all community-based correctional services to the eight judicial districts, bringing on Parole, Compact Services, and Work Release for those inmates released from prison. The Work Release Facility in Waterloo had been in operation since November of 1971. In March of 1991 an addition was completed to the Waterloo Residential Facility to house Work Release and Administrative Offices. In this transition Work Release expanded from a 20-bed facility to a 64-bed multi-program facility.

In 1992, a 32-bed multi-program correctional facility was completed in West Union. In 1995, an 8-bed expansion was built creating a 40-bed co-correctional facility. In 2001 an additional 8 beds were added, raising capacity to 48. In May of 1999, the Dubuque Field Services Offices moved to a new location at 745 Main Street. In early 2001, a 44-bed expansion of the Dubuque Residential Facility was completed bringing the total design capacity to 80 beds. In June of 2004, the Oelwein Field Services Office moved to 1584 South Frederick Street in Oelwein. In April of 2005, the Decorah Field Services Office moved to 1014 South Mill Street in Decorah.

In June 2011, construction of the Waterloo Women’s Center for Change at 1515 Lafayette Street was completed. This new facility is dedicated to serve female offenders in the Waterloo area. The center combines both residential and field services programming with 45 residential beds and office space for probation officers and other staff.

The First Judicial District Department of Correctional Services provides a comprehensive program of community correctional services, including: Pre-trial Services, Pre-sentence Investigations, Probation Supervision, Residential Correctional Facilities, Work Release, Parole, Interstate Compact Services, and Special Programs.

First District Offices and Residential Facilities

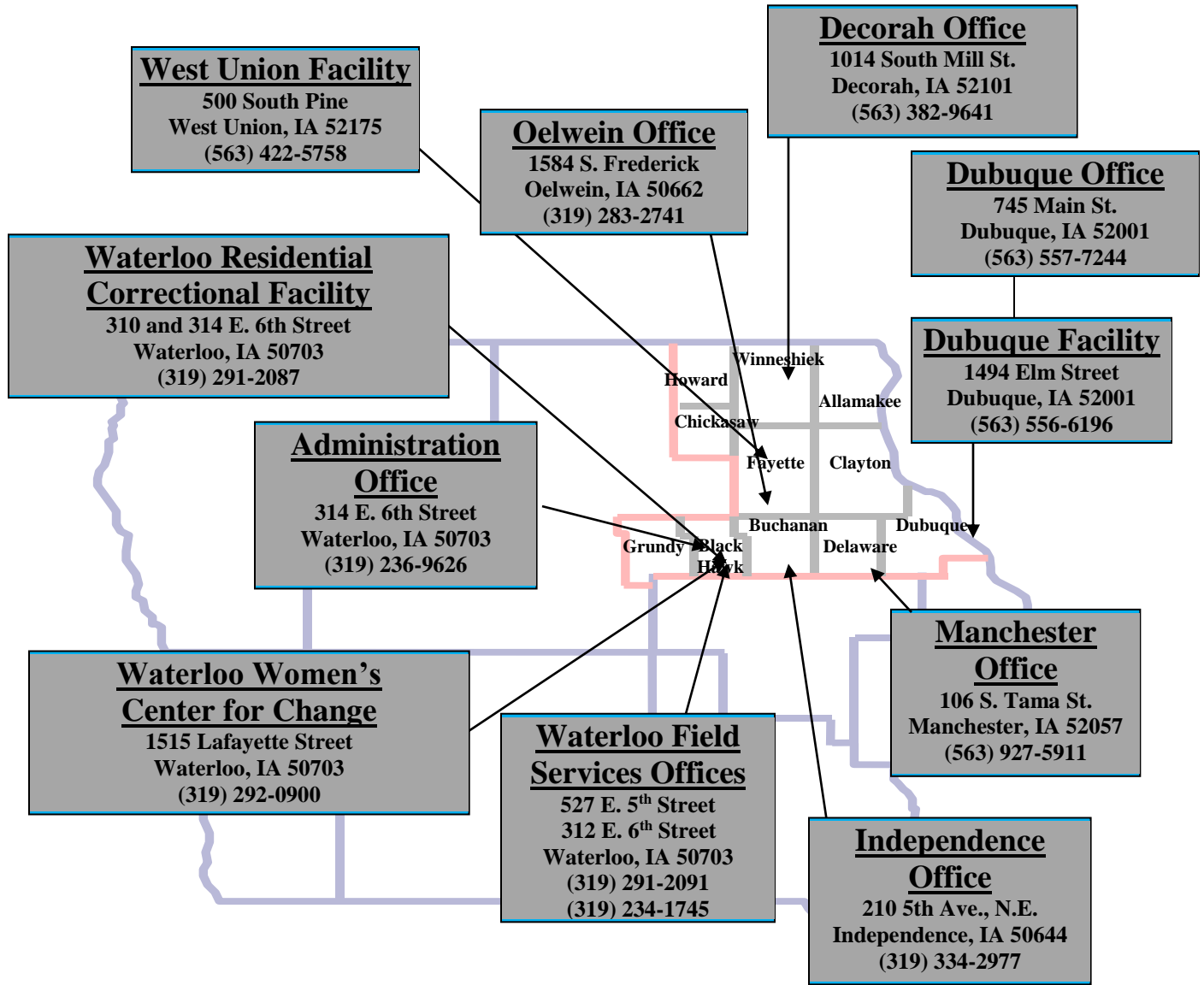
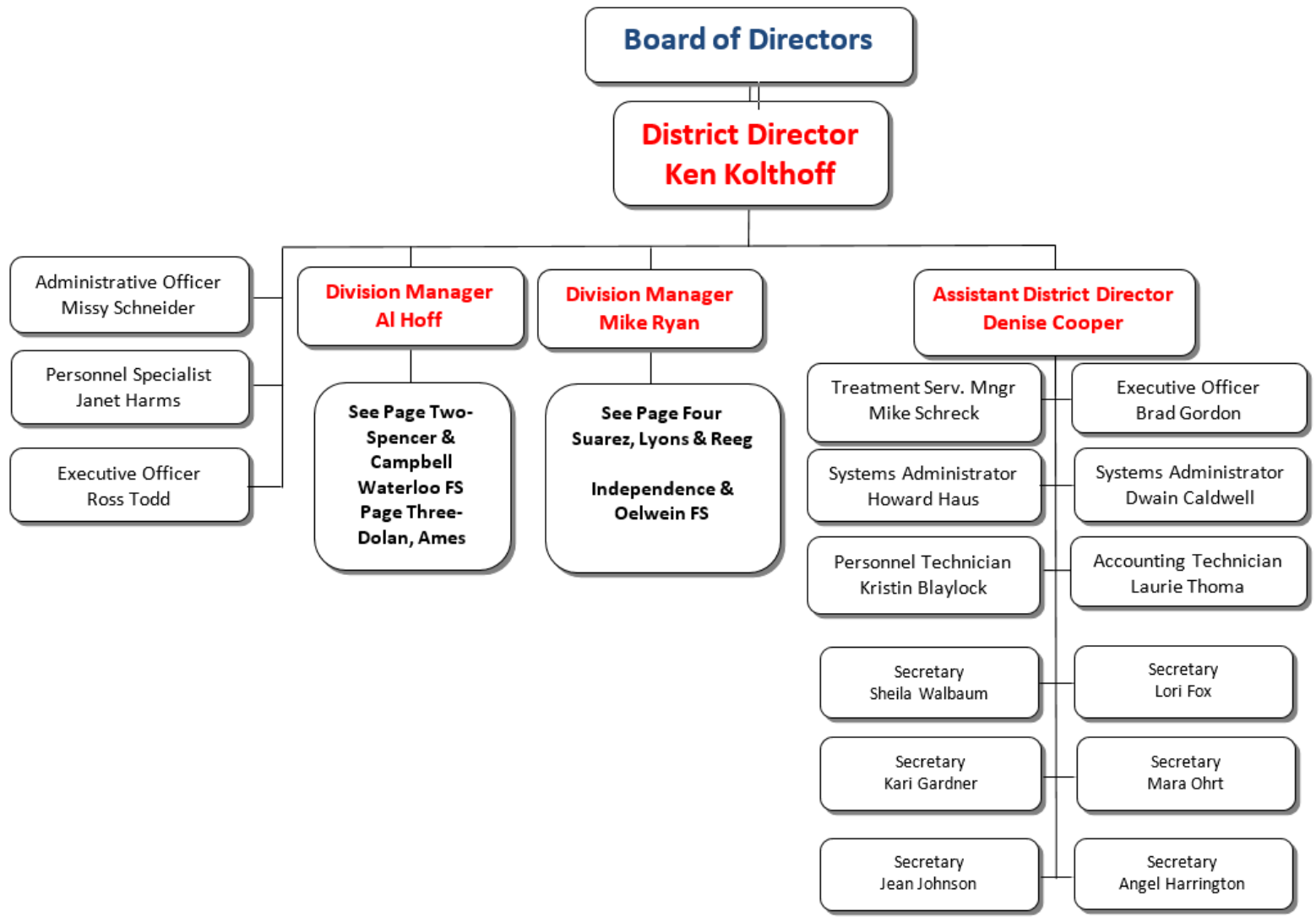
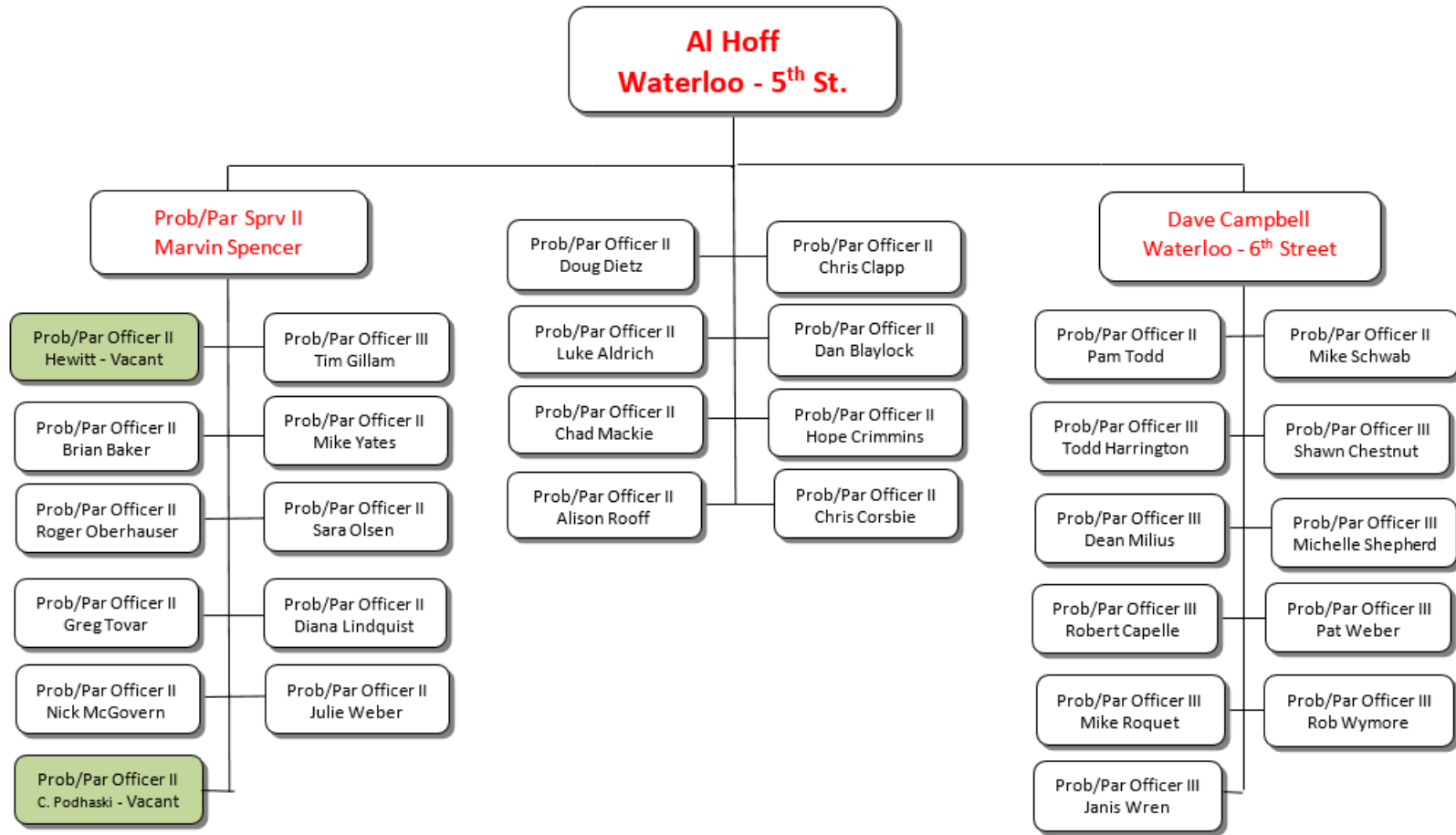
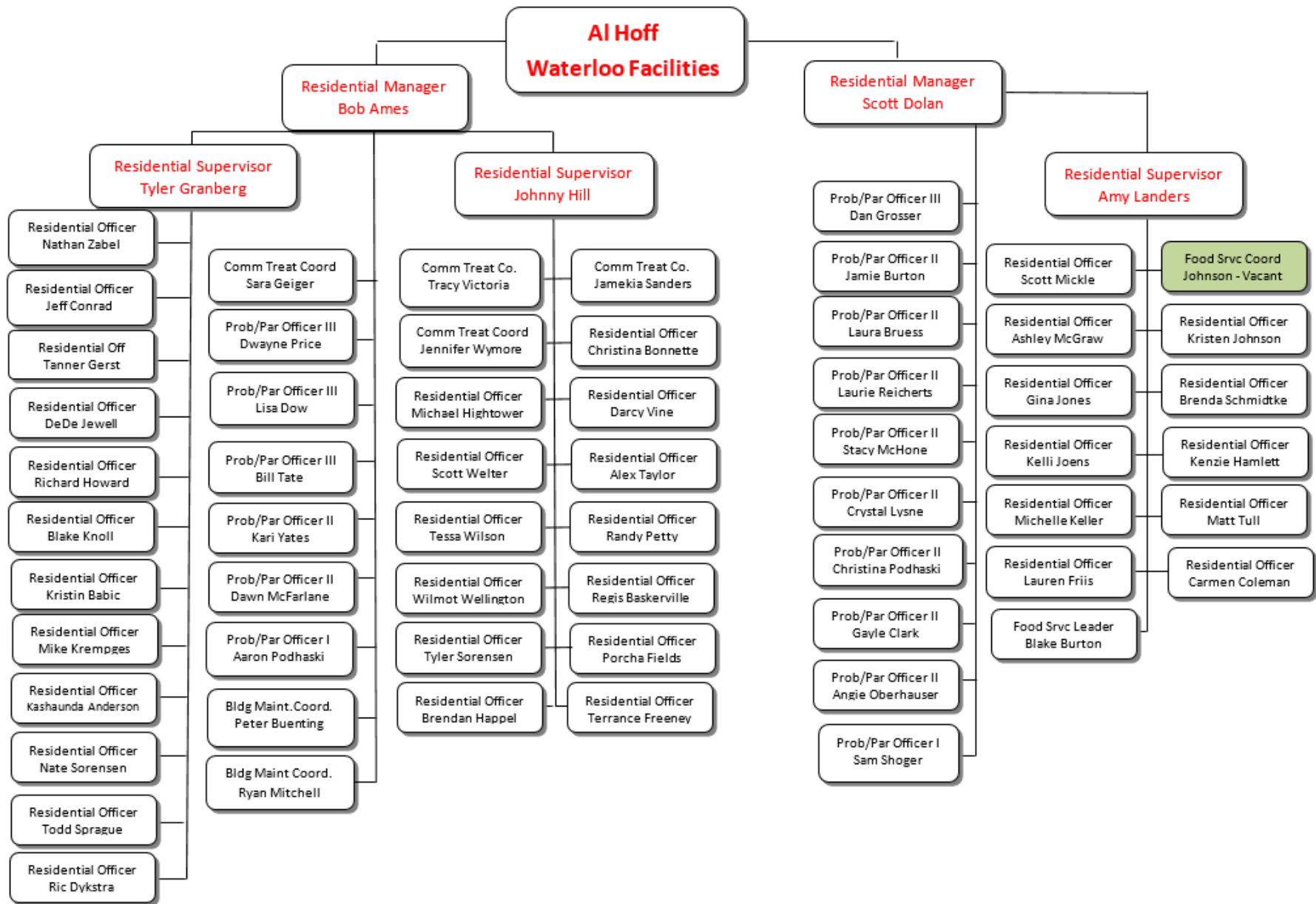


Table of Organization as of June 30, 2019

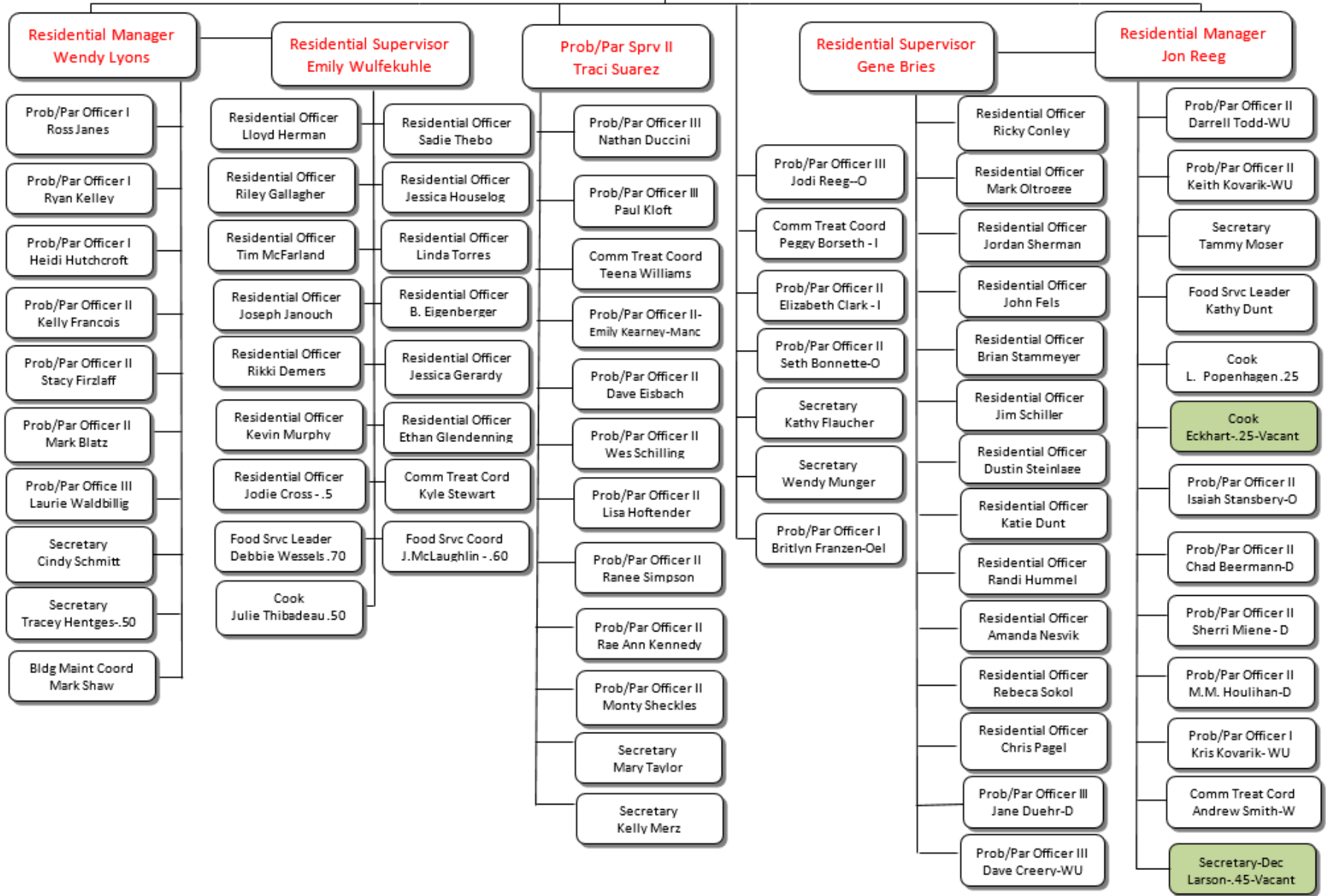


189.75 FTE's





Mike Ryan



Board of Directors

1st Judicial District Department of Correctional Services Board of Directors (*Indicates Executive Committee Member)

Allamakee County-----	Larry Schellhammer*-- Vice Chair
Black Hawk County-----	Craig White
Buchanan County-----	Gary Gissel
Chickasaw County-----	Tim Zoll*-- Chair
Clayton County-----	Steve Doepcke
Delaware County-----	Shirley Helmrichs*
Dubuque County-----	Jay Wickham
Fayette County-----	Janell Bradley
Grundy County-----	Chuck Bakker
Howard County-----	Pat Murray*
Winneshiek County-----	Floyd Ashbacher*
Judicial-----	Linda Nilges
Judicial-----	Linda Hall*
Judicial-----	Max Kirk
Eastern Advisory-----	John Shook*
Northeast Advisory-----	Jason Howes
Western Advisory-----	Bob Greenlee

Advisory Committees

Eastern

Jeremy Jensen
 Len Decker
 Bill Hickson
 Joseph Kennedy
 John LeClere
 Deb Prier
 John Shook
 John Markham

Northeastern

Bill Bouska
 Jason Howes
 Tiffany Kragnes
 Marcia Oltrogge
 Deidre Vick
 Bill Wolfgram
 Dave Zimmer

Western

Marilyn DeKoster
 JoAnn Finkenbinder
 Bob Greenlee
 Leon Mosley
 Valerie Nehl
 Lynn Neill

Drug Courts

Available in Black Hawk, Dubuque, and Delaware Counties

Drug Court represents a non-traditional approach to criminal offenders who are addicted to drugs. Rather than focusing only on the crimes and punishments, Drug Court also attempts to solve some of each individual's underlying problems. The program is built upon a unique partnership between the criminal justice and drug treatment communities, one which structures treatment intervention around the authority and personal involvement of a single Drug Court Judge.

The Drug Court Teams utilize a group of professionals consisting of the following members:



Drug Court Judge
County Attorney
Defense Attorney
Probation/Parole Officer
Law Enforcement Representative
Substance Abuse Treatment Provider

Drug Court is dependent upon the creation of a non-adversarial courtroom atmosphere where a single Judge and dedicated correctional and treatment staff work together toward the common goal of breaking the cycle of drug abuse and criminal behavior. An environment with clear and explicit rules is created and a participant's compliance is within their own control.

The mission of Drug Court is to enhance public safety and benefit the community through a judicially supervised, collaborative effort to more efficiently work with substance abusing offenders, thereby reducing recidivism and associated crime.

Drug Court Totals	
Active on 7/1/18	49
New Admissions	35
Closed	42
Active on 6/30/19	43
Total served FY' 19	84

OWI Programs

Available in Waterloo and West Union Facilities

District Residential Facilities in Waterloo and West Union provide programs for offenders convicted of multiple Operating While Intoxicated (OWI) charges, as authorized by the Iowa Code, Chapter 904.153. Although they are considered to be state inmates, offenders in these programs are allowed to reside in a residential facility and participate in treatment rather than going to prison. OWI offenders are required to complete a substance abuse evaluation and participate in a variety of treatment activities. Substance abuse group treatment and individual counseling are provided through contracted services with local substance abuse agencies.

OWI Programs	
Active on 7/1/18	4
New Admissions	58
Closed	48
Active on 6/30/19	14
Total served FY'19	62

Iowa Domestic Abuse Program

Available District-wide

Iowa law mandates anyone convicted of domestic abuse must complete the Iowa Domestic Abuse Program (IDAP). This program provides group education and treatment for offenders who have either been convicted of domestic abuse charges or who have a pattern of abusive behavior within their relationships. Classes are offered at a variety of times to accommodate offender personal schedules. To complete the program, participants must attend 24 two-hour sessions and satisfactorily complete all homework. In addition, all participants are responsible for paying for their classes.

Iowa Domestic Abuse Program	
Active on 7/1/18	492
New Admissions	342
Closed	318
Active on 6/30/19	486
Total served FY'19	834

Mental Health Jail Assessment & Diversion

Available in Dubuque, Buchanan, Delaware, Bremer, and Black Hawk Counties

Community Treatment Coordinators in all three Divisions conduct mental health screenings on individuals incarcerated in local county jails to determine if appropriate services exist within the community that would allow the offender a suitable placement alternative in lieu of prison or jail. Through collaboration with multiple community agencies, each individual’s mental health needs are addressed in conjunction with issues related to housing, medications, provider support, and appropriate correctional supervision. The Community Treatment Coordinators may supervise offenders in the community or make referrals to various mental health programs within the Department. The Mental Health Jail Assessment Program has proven to be a valuable asset to the First District in our efforts to more effectively address the needs and issues of mentally ill people in the correctional system.

Mental Health Jail Assessment Programs	Black Hawk County	Bremer County	Buchanan County	Delaware County	Dubuque County
Number of Offenders screened in Fiscal Year 2019	135	21	9	5	32
Number of Offenders released from jail to the community with services provided	105	3	4	1	88
Number of Offenders released from jail to a Residential Care Facility/Crisis Placement	28	1	0	1	23
Number of Offenders Supervised by CTC in Fiscal Year 2019	106	Total for Bremer/Buchanan/Delaware=39			106

Mental Health Re-Entry

Available in Black Hawk County

With the growing prevalence of mentally ill people on correctional supervision, the need to offer more rehabilitative options in conjunction with specialized supervision has become necessary. The Department has a total of four Probation/Parole Officers specifically assigned to supervise high-risk/high-need mentally ill offenders in Black Hawk County. These agents supervise male and female offenders on pre-trial, probation, parole, and in the Waterloo Residential Facilities. “Mental Health Re-entry” is a broad term used to identify this offender population.

Mental Health Re-Entry	
Active on 7/1/18	142
New Admissions	187
Closed	171
Active on 6/30/19	160
Total served FY’19	329

Black Hawk County Culturally Specific Re-entry Initiative

Available in Black Hawk County

The Black Hawk County Culturally Specific Re-entry Initiative began operations in 2009. Development of this initiative can be attributed to the on-going efforts of the Department of Correctional Services to become more responsive to the needs of our African-American community. African-American men who are assessed to be high risk, excluding those meeting the criteria for specialized programming such as sexual offender treatment and/or mental health, meet the initial eligibility requirements. Along with trying to implement culturally responsive groups and smaller caseloads, community involvement is a primary focus. A Re-entry Steering Committee focuses on increasing the level of community investment and involvement. Circles of Support & Accountability have been developed. These teams are comprised of community members who donate their time to provide guidance, support, encouragement, and accountability to the Department and the clients.

Black Hawk County Re-Entry Initiative	
Active on 7/1/18	16
New Admissions	27
Closed	24
Active on 6/30/19	19
Total served FY'19	43

Swift, Certain, and Fair Program

Available in Black Hawk County

In FY19 the Swift, Certain, and Fair (SCF) Program started in Black Hawk County. The target population includes probation clients with a history of substance abuse issues and non-compliance on supervision. Under the SCF Program, all participants are required to call in daily to see if they are required to report to the Residential Facility for drug testing. In addition, all violations are addressed immediately by the Court. The University of Northern Iowa will be conducting a research evaluation of the project.

In FY19 grant funding from the Bureau of Justice Assistance was used to implement the Swift, Certain, and Fair Program.

Swift, Certain, and Fair	
Active on 7/1/18	0
New Admissions	77
Closed	32
Active on 6/30/19	45
Total served FY'19	77

Sex Offender Treatment & Supervision

Available District-wide

Program staff for the SOTP unit includes 10 Specialized Probation/Parole Officers located across the District. All sex offenders are supervised at an enhanced level of supervision and are expected to participate in treatment provided by the Department. Various assessments are used to determine individual risk and ascertain treatment needs and goals. Testing instruments such as the polygraph are used to verify information about sexual deviancy patterns and monitor compliance with supervision conditions.

Specialized SOTP Treatment groups using the Good Lives curriculum are conducted by Probation/Parole Officers in the Sex Offender Unit. Supervision of the SOTP unit has been streamlined in order to more efficiently address the complexities of specific laws for sex offenders, sex offender registry issues, increased periods of supervision, electronic monitoring requirements, and the development of more uniform programming across the District.

Sex Offender Treatment & Supervision	
Active on 7/1/18	290
New Admissions	292
Closed	191
Active on 6/30/19	395
Total served FY'19	582

Electronic Monitoring

Available District-wide

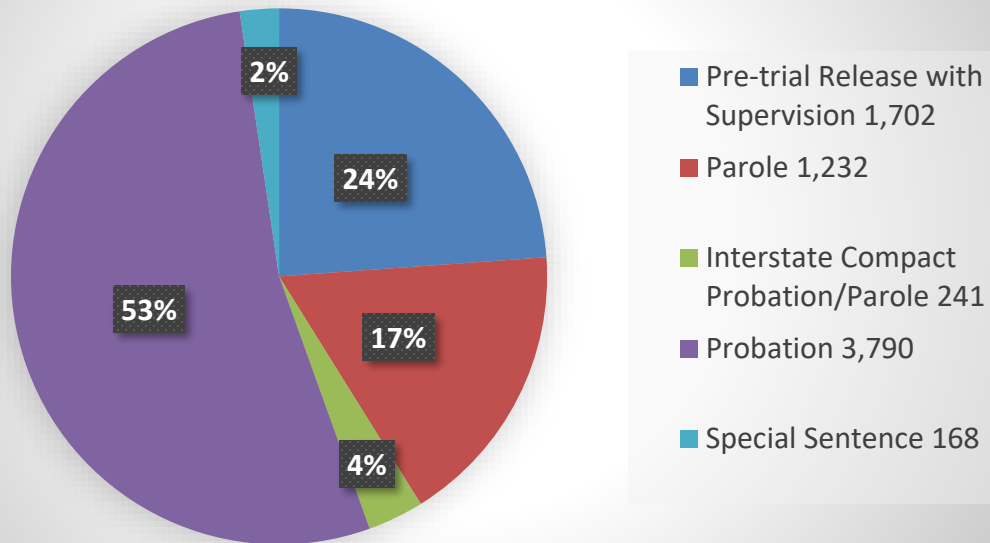
Electronic monitoring is used to enhance offender accountability through the use of sophisticated technology. It is a cost-effective tool used to assist officers in monitoring the whereabouts of offenders in the community. Electronic monitoring is used primarily with sex offenders. As mandated by Iowa law, sex offenders may be required to wear electronic monitoring (EM) devices or global positioning system (GPS) units depending on their crime. The movements of an offender can be tracked by the GPS and viewed via computer by Department staff.

Global Positioning - Satellite	
Active on 7/1/18	66
New Admissions	118
Closed	123
Active on 6/30/19	66
Total served FY'19	184

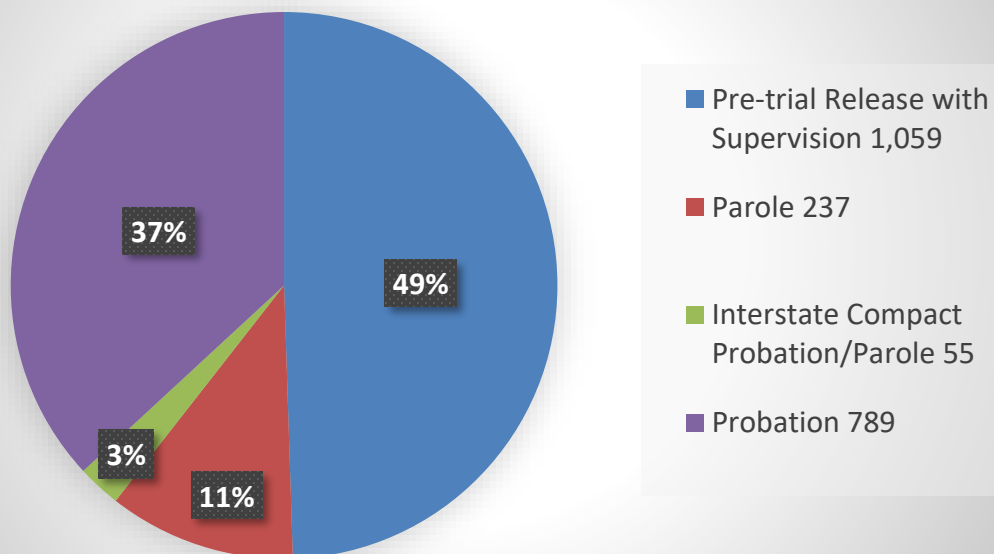
Field Services Division

The majority of offenders supervised by the Department of Correctional Services are monitored by staff in the Field Services Division. Often referred to as “street supervision” this category typically includes pre-trial supervision, various probation supervision levels, and parole. The following pages include information about the numerous supervision types and services provided by the Field Services Division.

Offenders Served in Field Services



Field Services Successful Discharges



Standard Pre-Trial Supervision

Available District-wide

The Department established Pre-Trial Services in 1974. Arrestees are interviewed in local jails and are assessed for their likelihood to be present for future Court appearances and their potential danger to the community. Recommendations to the Court for release may include release on own recognizance, release with supervision, release on bond, or release on bond with supervision. If release with supervision is ordered, the defendant is monitored to assure attendance at Court appearances and compliance with conditions of release. Defendants are supervised until the disposition of their cases or until further Court order.

**Pre-Trial Interviews
Completed FY '19=1,167**

Standard Pre-trial Supervision	
Active on 7/1/18	470
New Admissions	1,232
Closed	1,189
Successful Completion Rate	89.1% (1,059)
Unsuccessful Completion Rate	0.1% (1)
Administrative Closures	10.8% (129)
Active on 6/30/19	489
Total served FY'19	1,702

Intensive Pre-Trial Supervision

Available in Black Hawk County

An Intensive Pre-Trial Supervision Program was initially established in 1985 to help alleviate jail overcrowding in Black Hawk County. Even after the construction of a new county jail, Intensive Pre-trial Supervision has continued to provide services for high-risk defendants who may otherwise remain incarcerated. The program is a cost-effective alternative to incarceration for people awaiting further Court proceedings in their cases.

**Intensive Pre-Trial
Interviews
Completed FY '19=68**

Intensive Pre-trial Supervision	
Active on 7/1/18	45
New Admissions	155
Closed	133
Active on 6/30/19	67
Total served FY'19	200

Low Risk Probation

Available District-wide

The Low Risk Supervision Program was developed to remove the majority of low risk offenders from standard supervision caseloads in order to address high caseloads for standard officers in a cost-effective manner. Offenders participate in a group intake where they are informed of their court-ordered obligations and responsibilities for supervision. Once their obligations are met, they may be eligible for discharge from supervision.

Low Risk Probation	
Active on 7/1/18	915
New Admissions	511
Closed	500
Successful Completion Rate	65.2% (326)
Unsuccessful Completion Rate	3.2% (16)
Administrative Closures	26.4% (132)
Intermediate Sanction	5.2% (26)
Active on 6/30/19	929
Total served FY'19	1,426

Intensive Probation & Parole—Domestic Violence

Available in Black Hawk County

Domestic Violence offenders who have been assessed as high-risk and require more assistance and supervision than those on standard probation or parole are placed on Intensive Supervision. These offenders may be subject to increased contact standards, frequent home visits, curfews, surveillance, and may be required to wear electronic monitoring devices. In addition, these offenders are required to participate in Iowa Domestic Abuse Program groups and regularly report to the Domestic Violence Court.

Intensive Probation & Parole—Domestic Violence	
Active on 7/1/18	100
New Admissions	110
Closed	104
Successful Completion Rate	45.1% (47)
Unsuccessful Completion Rate	32.6% (34)
Administrative Closures	14.4% (15)
Intermediate Sanction	7.9%(8)
Active on 6/30/19	106
Total served FY'19	210

Probation & Parole

Probation: Offenders are placed on probation after being found guilty of a criminal offense. They typically receive a jail or prison sentence which is suspended “with good behavior” and they are then placed on probation. This sentencing option gives offenders an opportunity to correct their behavior while remaining in the community. In order to effectively address criminogenic needs, offenders participate in an assessment process, case planning, and appropriate treatment. Probation Officers monitor compliance with supervision expectations, work with offenders to facilitate behavioral change, and report progress to the Court.

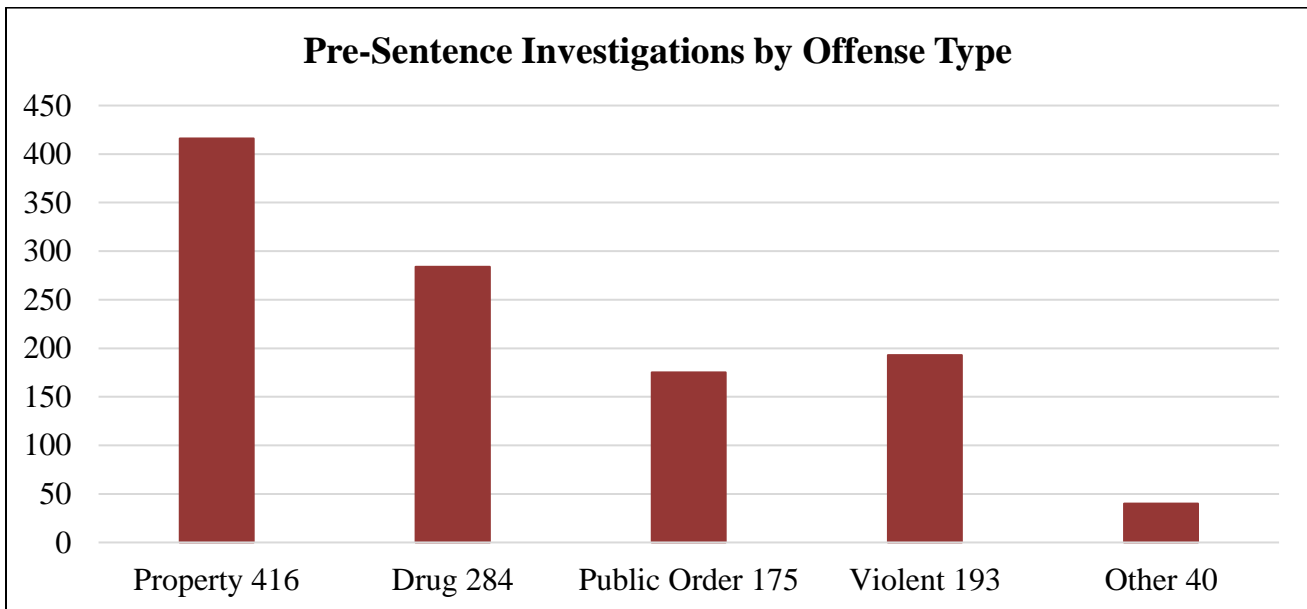
Parole: Offenders are granted a parole as authorized by the Iowa Board of Parole either directly out of a state institution or from a Work Release Facility. The 1st District Re-Entry Coordinator works with prison counselors and re-entry coordinators to help facilitate a smooth transition from incarceration back to the community. Parole Officers conduct assessments, make referrals for treatment and assistance, facilitate lifestyle changes, and monitor compliance with parole conditions.

Probation (all Specialties included)	
Active on 7/1/18	2,340
New Admissions	1,450
Closed	1,162
Successful Completion Rate	67.9% (789)
Unsuccessful Completion Rate	29.4% (342)
Administrative Closures	2.7% (31)
Active on 6/30/19	2,385
Total served FY'19	3,790

Parole (all Specialties included)	
Active on 7/1/18	647
New Admissions	585
Closed	520
Successful Completion Rate	45.6% (237)
Unsuccessful Completion Rate	36.1% (188)
Administrative Closures	1.0% (5)
Intermediate Sanction	17.3% (90)
Active on 6/30/19	701
Total served FY'19	1,232

Pre-Sentence Investigations

The Pre-Sentence Investigation (PSI) is a detailed report provided to the Court prior to sentencing. Because the Court has considerable discretion in most cases, it relies on the report to provide an accurate and objective description of the individual and their background. The report includes details regarding an individual’s criminal history, substance abuse issues, social history, family, education, employment, and other pertinent information. Also included are proposed correctional and treatment plans to meet the needs of the offender and safeguard the public. Finally, a sentencing recommendation from the Department is made to the Court. The Pre-Sentence Investigation report also provides valuable information to other correctional staff who later supervise the offender.



Pre-Sentence Investigations by Offense Class		
Offense Class	Total	Percentage
A Felony	6	0.5%
B Felony	58	5.3%
C Felony	198	17.9%
D Felony	684	61.7%
Felony - Enhancement to Original Penalty	31	2.8%
Aggravated Misdemeanor	100	9.0%
Serious Misdemeanor	21	1.9%
Simple Misdemeanor	9	0.8%
Other	1	0.1%
Total/Percent	1,108	100%

Pre-Sentence Investigations by Form Type		
Form Type	PSI Count	Percentage
Long	526	47.5%
Short	476	42.9%
Pre Plea	106	9.6%
Total/Percent	1,108	100%

First District Residential Facilities: Dubuque, Waterloo, & West Union

Residential Supervision is provided in all four facilities for the following types of offenders:

- ❖ Work Release
- ❖ Operating While Intoxicated/321.J
- ❖ Probation
- ❖ Federal
- ❖ Direct Sentence/Alternative Jail Site
- ❖ Interstate Compact
- ❖ Parole
- ❖ Pre-trial Release

Offenders are committed to Residential Facilities either by Court order, through the Corrections Continuum, or as ordered by the Iowa Board of Parole. In addition, Federal residents may be housed in residential facilities via a contract with the United States Bureau of Prisons. Offenders may be placed in facilities on several different legal statuses such as pre-trial, probation, parole, work release, and federal.

First District Facilities provide safe and secure environments which are conducive to positive offender change. Offenders progress through facility programs via a level system, whereby privileges are gained through compliance with program rules and treatment objectives. Programming is individually tailored to meet offender needs and may include securing and maintaining employment, participating in an education program, performing community service work, substance abuse and mental health counseling, and cognitive-behavioral treatment. Probation/Parole Officers assist offenders with money management to ensure they meet their financial obligations including victim restitution and child support. Facility residents also pay rent to the facility, which helps defray the costs associated with their stay.

Program Utilization Summary (R & VC Beds)	
Active on 7/1/18	310
New Admissions	1,081
Closed	694
Active on 6/30/19	306
Total Served FY'19	1,391

**New admissions –
1st District Facilities
Fiscal Year 19: 1,081**

**Total Bed Capacity=323
Male=252
Female=71**

Average Daily Population	
Waterloo Residential Facility	142
Waterloo Women’s Center for Change	40
Dubuque Residential Facility	80
West Union Residential Facility	51
Total	313

First District Residential Facilities



Waterloo Women's Center for Change, Bed Capacity=45, Females Only



**West Union Residential Facility
Bed Capacity=48
Male=40, Female=8**

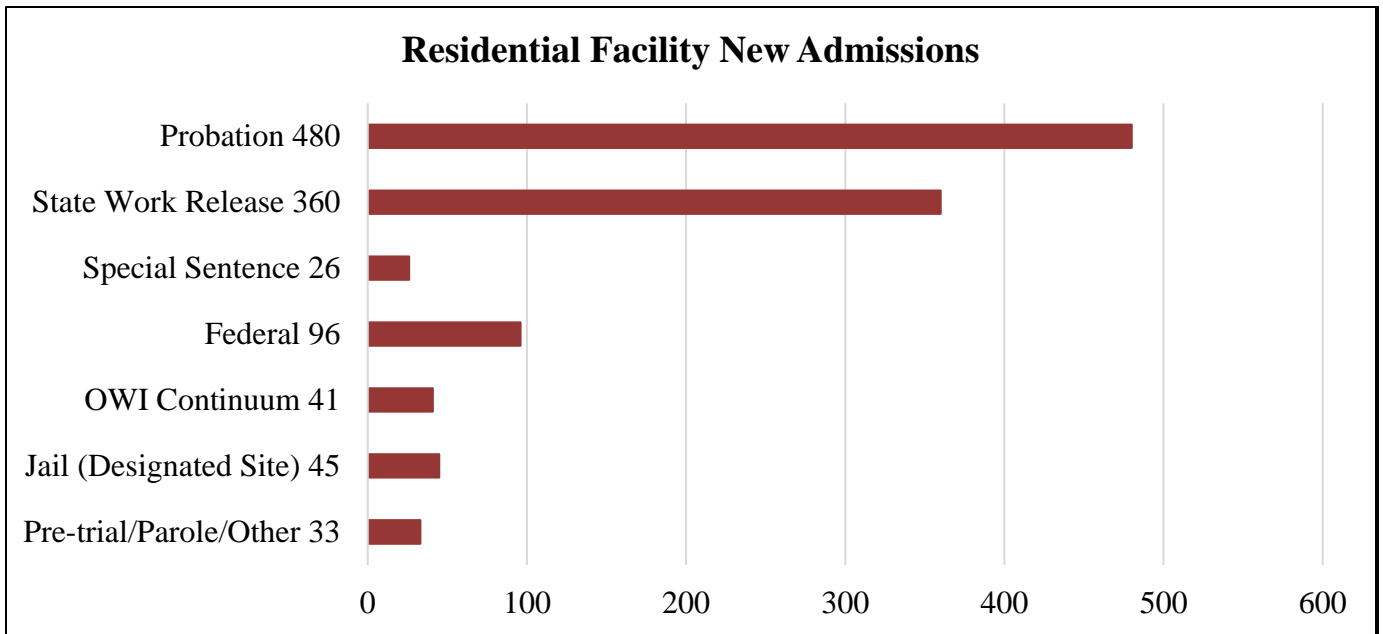


**Dubuque Residential Facility
Bed Capacity=80
Male=62, Female=18**



Waterloo Residential Facility, Bed Capacity=150, Males Only

First District Residential Facilities



Community Service Work

Available District-wide

The 1st District is committed to helping restore harm done to the many victims in our communities. One method used to help accomplish this goal is for offenders to perform community service work in our neighborhoods. While this labor certainly benefits the community, it can also provide opportunities for offenders to learn job skills and develop a sense of responsibility to society. There are several options for how and why community service work is ordered and incorporated into programming. These may include:

- ***Community Service Sentencing:*** Offenders are ordered by the Court to perform community service work as part of their probation conditions.
- ***Community Service In Lieu of Payment for Court Fees:*** Offenders may perform community service work in lieu of paying selected court fees, if approved by the Court. Community service work cannot be used to repay any victim damages or victim restitution.
- ***Community Service as an Intermediate Sanction:*** Offenders may be ordered by the Court or the Corrections Continuum Committee to perform community service work as a penalty for violations of supervision.
- ***Community Service as a Component of the Level System:*** Offenders may be required to perform community service work in order to advance through the Residential Facility Level System, which determines eligibility for furloughs and successful discharge from the facility.

Community Service Work Hours completed in First District in FY '19 = 12,851

FY '19 Financial Information

TOTAL REVENUES BY SOURCE	FY 2018	FY 2019	% Change
State	14,653,435	14,944,266	+1.98%
Federal	970,045	1,154,955	+19.06%
County	574,335	519,226	-9.60%
Offender Fees (Detailed Below)	2,795,539	2,802,419	+0.25%
Iowa Domestic Abuse Program Support	190,563	200,650	+5.29%
Intra-State Transfers	0	0	0%
Interest	5,002	10,783	+115.27%
Other	35,816	37,512	+4.74%
Previous Fiscal Year Carryover	807,391	728,002	-9.83%
TOTAL	20,032,126	20,397,813	+1.83%



Offender Fees Collected	FY 2018	FY 2019	% Change
Residential Rent	2,035,990	2,044,551	+0.42%
Residential Day Reporting Fees	176,352	180,803	+2.52%
Supervision Fees	552,894	528,398	-4.43%
Program Fees	30,303	48,667	+60.6%
TOTAL	2,795,539	2,802,419	+0.25%

FY '19 Financial Information

Expenditures by Cost Center	FY 2018	FY 2019	% Change
Salaries & Benefits	17,125,409	17,287,324	+0.95%
Travel & Subsistence	58,718	71,770	+22.23%
Supplies	654,508	624,232	-4.63%
Contractual Services	1,056,499	1,091,197	+3.28%
Equipment & Repairs	358,569	170,772	-52.37%
Debt Reduction & Insurance	50,420	56,937	+12.93%
TOTAL	19,304,123	19,302,232	-0.01%

Expenditures by Major Cost Center	FY 2018	FY 2019	% Change
Administration **	1,577,984	1,688,571	+7.01%
Probation/Parole	5,475,519	5,221,597	-4.64%
Residential Services	8,519,292	8,689,983	+2.00%
Special Projects (detailed below)	3,731,328	3,702,081	-0.78%
TOTAL	19,304,123	19,302,232	-0.01%

****First District Administration directs, manages, establishes policies and procedures, and oversees all community based district operations including: strategic planning, budgeting, personnel, technology, fiscal management and accountability, offender services, program development, and contracted services.**

FY '19 EXPENDITURES BY SPECIAL PROJECT BY REVENUE SOURCE	State	Federal, Local, Or Other	Total
Probation/Parole/Pre-trial Intensive	99,455	108,686	208,141
Sex Offender Treatment	1,183,394	163,785	1,347,179
Mental Health	117,686	381,963	499,649
Iowa Domestic Abuse Program	0	436,767	436,767
Drug Courts	316,883	125,391	442,274
Culturally Specific Re-Entry	307,794	291	308,085
Jail Assessment	0	279,796	279,796
Swift, Certain, and Fair	0	180,190	180,190
TOTAL	2,025,212	1,676,869	3,702,081

FY '19 Financial Information

	FY19	Department Revised Budget	Actual Revenues and Expenditures	Percent (Actual of Budget)
	Resources Available			
04B	Balance Brought Forward	728,003	728,002.58	100%
05A	Appropriation	14,786,766	14,786,766.00	100%
---	Appropriation Transfer	0	0	0
---	Legislative Adjustments	157,500	157,500.00	100%
201R	Federal Support	220,226	178,035.66	80.84%
202R	Local Governments	514,478	519,225.74	100.92%
204R	Intra State Receipts	0	0	0
205R	Reimbursement from Other Agencies	0	0	0
234R	Transfers – Other Agencies	0	0	0
301R	Interest	4,500	10,783.04	239.62%
401R	Fees, Licenses & Permits	777,000	913,636.87	117.59%
402R	Tuition & Fees	0	0	0
501R	Refunds & Reimbursements	2,910,000	3,100,873.23	106.56%
602R	Sale of Equipment & Salvage	0	0	0
603R	Rents & Leases	0	0	0
604R	Agricultural Sales	0	0	0
606R	Other Sales & Service	0	0	0
704R	Other	2,000	2,989.64	149.48%
	Total Resources Available			%
	Funds Expended			
101	Personal Services-Salaries	17,880,228	17,287,324.49	96.68%
202	Personal Travel (In State)	30,000	25,782.43	85.94%
203	State Vehicle Operation	34,000	38,472.10	113.15%
204	Depreciation	0	0	0
205	Personal Travel (Out of State)	7,600	7,515.92	98.89%
301	Office Supplies	41,400	35,781.18	86.43%
302	Facility Maintenance Supplies	13,000	9,334.33	71.80%
303	Equipment Maintenance Supplies	0	0	0
304	Professional & Scientific Supplies	55,000	49,198.89	89.45%
306	Housing & Subsistence Supplies	115,000	110,943.34	96.47%
307	Ag. Conservation & Horticulture Supply	0	0	0
308	Other Supplies	1,000	2,671.90	267.19%
309	Printing & Binding	0	0	0
310	Drugs & Biologicals	0	0	0
311	Food	460,000	416,302.77	90.50%
312	Uniforms & Related Items	0	0	0

	FY19	Department Revised Budget	Actual Revenues and Expenditures	Percent (Actual of Budget)
313	Postage	0	0	0
401	Communications	70,000	71,254.71	101.79%
402	Rentals	88,000	86,886.28	98.73%
403	Utilities	235,000	237,020.29	100.86%
405	Professional & Scientific Services	354,900	326,442.38	91.98%
406	Outside Services	55,000	57,753.93	105.01%
407	Intra-State Transfers	0	0	0
408	Advertising & Publicity	500	2,255.28	451.06%
409	Outside Repairs/Service	250,245	162,551.83	64.96%
412	Auditor of State Reimbursements	600	0	0
414	Reimbursement to Other Agencies	73,000	66,315.93	90.84%
416	ITS Reimbursements	95,000	80,715.94	84.96%
417	Worker's Compensation	0	0	0
418	IT Outside Services	0	0	0
434	Transfers – Other Agencies Services	0	0	0
501	Equipment	55,000	50,176.90	91.23%
502	Office Equipment	0	0	0
503	Equipment - Non-Inventory	50,000	46,175.43	92.35%
510	IT Equipment	80,000	74,419.11	93.02%
601	Claims	0	0	0
602	Other Expense & Obligations	56,000	56,936.76	101.67%
609	Bonds, Credit Union, Deferred Comp	0	0	0
705	Refunds-Other	0	0	0
901	Capitals	0	0	0
---	Balance Carry Forward	0	1,095,580.64	--
---	Reversion	0	0	0
	Total Expenses	20,100,473	20,397,812.76	101.48%

FY '19 Financial Information

Average Daily Costs

FIELD SERVICES

	Total Amount		
Grand Total Field Services Expenditures	\$5,221,597.00		
	Dollars Allocated	# of Interviews	Cost per Interview
Pretrial Interviews	\$31,851.74	1240	\$25.68
	Dollars Allocated	# of Reports	Cost per Report
Presentence Investigation Reports	\$223,484.35	1108	\$201.70

FIELD SERVICES SUPERVISION

	Dollars Allocated	Average # Offenders	Cost per Offender
Pretrial Release with Supervision	\$501,273.31	588	\$2.33
Probation/Parole Supervision	\$4,334,969.83	2057	\$5.77

SPECIALTIES (deducted from probation/parole)

	Dollars Allocated	Average # Offenders	Cost per Offender
Probation/Parole Intensive Services	\$99,853.00	15	\$18.23
Low Risk Probation Expenditure	\$130,017.77	952	\$0.37
Minimum Risk Probation Expenditure	0	0	0
Intensive Supervision - Sex Offenders Expenditure	\$1,347,179.00	364	\$10.13
Drug Court Expenditure	\$442,274.00	55	\$22.03

INTERVENTION PROGRAMS (not deducted from probation/parole)

	Dollars Allocated	Average # Offenders	Cost per Offender
Iowa Domestic Abuse Program	\$436,767.00	525	\$2.27

RESIDENTIAL SERVICES

	Dollars Allocated	Average # Offenders	Cost per Offender
Total Residential Expenditures	\$8,689,983.00	315.95	\$75.35

Supplementary Statistical Information

1st District Field Services by Supervision Status FY19					
Supervision Status	Active on 7-1-18	New	Closures	Active on 6-30-19	Offenders Served
Interstate Compact Parole	37	21	26	37	58
Interstate Compact Probation	108	75	53	121	183
Parole	647	585	520	701	1,232
Pretrial Release With Supervision	470	1,232	1,189	489	1,702
Probation	2,340	1,450	1,162	2,385	3,790
Special Sentence	138	30	31	158	168
Other	5	11	3	3	16
District Total	3,745	3,404	2,984	3,894	7,149

1st District Field Services by Supervision Status and Reason for Change FY19					
Supervision Status	Administrative	Intermediate Sanction	Successful	Unsuccessful	Totals
Interstate Compact Parole	9	0	17	0	26
Interstate Compact Probation	15	0	38	0	53
Parole	5	90	237	188	520
Pretrial Release With Supervision	129	0	1,059	1	1,189
Probation	31	0	789	342	1,162
Special Sentence	1	7	17	6	31
Other	0	0	2	1	3
Totals:	190	97	2,159	538	2,984

Supplementary Statistical Information

1st Judicial District Region Specialties FY19					
Specialty	Active on 7-1-18	New Admits	Active on 6-30-19	Offenders Served	Closures
Day Reporting - Residential	121	283	84	404	326
Day Reporting Supervision	3	6	0	9	9
Domestic Abuse Supervision	100	110	106	210	104
Drug Court Supervision	51	95	44	146	111
Federal BOP	16	76	24	92	68
Federal – Direct Home Confinement	0	1	0	1	1
Federal Pre-trial	0	1	0	1	1
Federal Public Law	11	30	7	41	34
Global Positioning - Satellite	66	118	66	184	123
Home Confinement - Federal Offender	0	12	4	12	8
Intensive Supervision	6	21	10	27	17
Intensive Supervision - Pretrial Release	62	95	16	157	142
Jail (Designated Site)	3	53	8	56	48
Low Risk Probation	915	511	929	1,426	500
Mental Health Court	0	1	1	1	0
Mental Health Re-Entry	142	187	160	329	171
One Stop Re-Entry	16	27	19	43	24
OWI Pre-Placement	3	55	7	58	51
PTR – Level 2	0	9	5	9	4
PTR – Level 3	14	456	320	470	150
PTR – Level 4	33	223	144	256	113
Radio Frequency	0	1	0	1	1
SCRAM (Secure Continuous Remote Alcohol Monitor)	0	2	1	2	1
Sex Offender	290	292	395	582	191
District Total Specialties	1,852	2,665	2,350	4,517	2,198

1st District ~ Quick Facts as of June 30, 2019

About Employees~

Number of Employees: 190

1 st District Staff Diversity Profile	Percentage
Women	50%
People of Color	12%

**Field Services
Offenders Served in
FY19=7,149**

About 1st District Facilities~

Facility Locations & Capacity	Men	Women
Dubuque	62	18
West Union	40	8
Waterloo	150	45
Totals	252	71

**Pre-Sentence
Investigations Completed
in FY19=1,108**

The Offenses~

Offense Type	Percentage
Violent	28%
Property	24%
Drug	24%
Public Order	21%
Other	3%
Total	100%

**New admissions to
1st District Facilities
in FY19=1,081**

**Successful Supervision
Discharges in
FY19=2,159**

About Offenders~

Number of Offenders on 6-30-19	
Field Services	3,894
Residential Facilities	306
Total	4,200

Gender	Percentage
Male	76%
Female	24%
Total	100%

Race/Ethnic Origin	Percentage
White	69%
Black	26%
Other	5%
Total	100%

Age Group	Percentage
19 and under	2%
20 through 29	29%
30 through 39	31%
40 through 49	19%
50 and older	19%
Total	100%

Intern/Volunteer Services

The Department partners with local colleges and universities to provide students with an opportunity to complete internships or volunteer work experience in community-based corrections. Numerous Department employees were interns/volunteers before being hired.

Benefits to the student:

- Practical experience will help with career planning and decisions.
- Provides an opportunity to learn and practice new skills.
- Increases their knowledge and enhances their chances of obtaining employment in the corrections field.
- Networking opportunities with professionals in the corrections field.

Benefits to the Department:

- Develops a more experienced employee applicant pool.
- Improves the employee selection process by providing an opportunity to observe potential employees in the work environment.
- Assists Department staff with job tasks which may be performed in a supervised capacity.
- Gives Department staff an opportunity to help students grow and learn.





Intern/Volunteer hours performed during FY '19:

Western Division=2,395

Eastern Division=1,408

Northeastern Division=146

Special Recognitions

	<p>On April 29th, 2009 Denise Hilkin joined First District as a part-time cook at the Dubuque Residential Facility. Denise retired on July 6, 2018.</p>		<p>On December 29, 1985 John Miller was hired by First District as a Facility Officer (RO) at the Dubuque Residential Facility. On October 28, 1994 John was promoted to Residential Counselor there (title changed to PPOII in 1999). On February 2, 2001 he was again promoted to Probation/Parole Officer III for the Dubuque Unit. John retired on August 30, 2018.</p>
	<p>On July 1, 1994 Joan Zitelman was hired by First District as an Education Instructor. On June 11, 2010, she was promoted to Probation/Parole Officer II. Joan retired on March 21, 2019.</p>		<p>On March 22, 1986 Janice Hewitt was hired by First District as a part-time Residential Officer. For 3 years she worked as an RO in Waterloo and Dubuque. In 1989 she became a Probation/Parole Officer and remained in the Waterloo Offices for 30 years. Janice retired on March 29, 2019.</p>

Annual Report Fiscal Year 2019

This completes the FY '19 annual report.

It has been placed on the First District website: www.FirstDCS.com

The home page of the website has information to phone or e-mail questions or comments regarding this annual report.

