



CCF ANNUAL REPORT FY19



Iowa Department of Corrections
"Creating Opportunities for Safer Communities"

Steve Weis, Warden

Shawn Howard, Deputy Warden

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STATE OF IOWA

KIM REYNOLDS, GOVERNOR
ADAM GREGG, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS
DR. BETH SKINNER, DIRECTOR
STEPHEN WEIS, WARDEN

November 25, 2019

Dear Director Skinner:

Clarinda Correctional Facility has experienced many successes in FY19 thanks in large part to our outstanding employees. Through planning, dedicated effort, and hard work, we strive to fulfill the Department mission of "Creating Opportunities for Safer Communities" on a daily basis. While maintaining the budget, we have emphasized training in relation to Core Correctional Practices, made improvements to our facility for both staff and incarcerated individuals, expanded our presence in our local community, and continued to develop community partnerships with outside agencies in an effort to improve our re-entry efforts. These success stories as well as many others are highlighted throughout this report.

Sincerely,

A handwritten signature in cursive script that reads "Sweis".

Steve Weis Warden
Clarinda Correctional Facility
2000 N 16th St
Clarinda, IA 51632
712-542-51634
stephen.weis@iowa.gov

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

(Office) 712-542-5634 – 2000 North 16th Street, Clarinda, Iowa 51632 - (FAX) 712-542-6154

www.doc.state.ia.us

CCF Management Team



Warden Stephen Weis



Deputy Warden Shawn Howard

Associate Warden of Security - Donald Baker

Associate Warden of Treatment - Vacant

Associate Warden of Administration - Meredith Baker

Nursing Services Director - Debra Murray

Plant Operations Manager - Chris Falk

Food Services Director - Shelly Falk

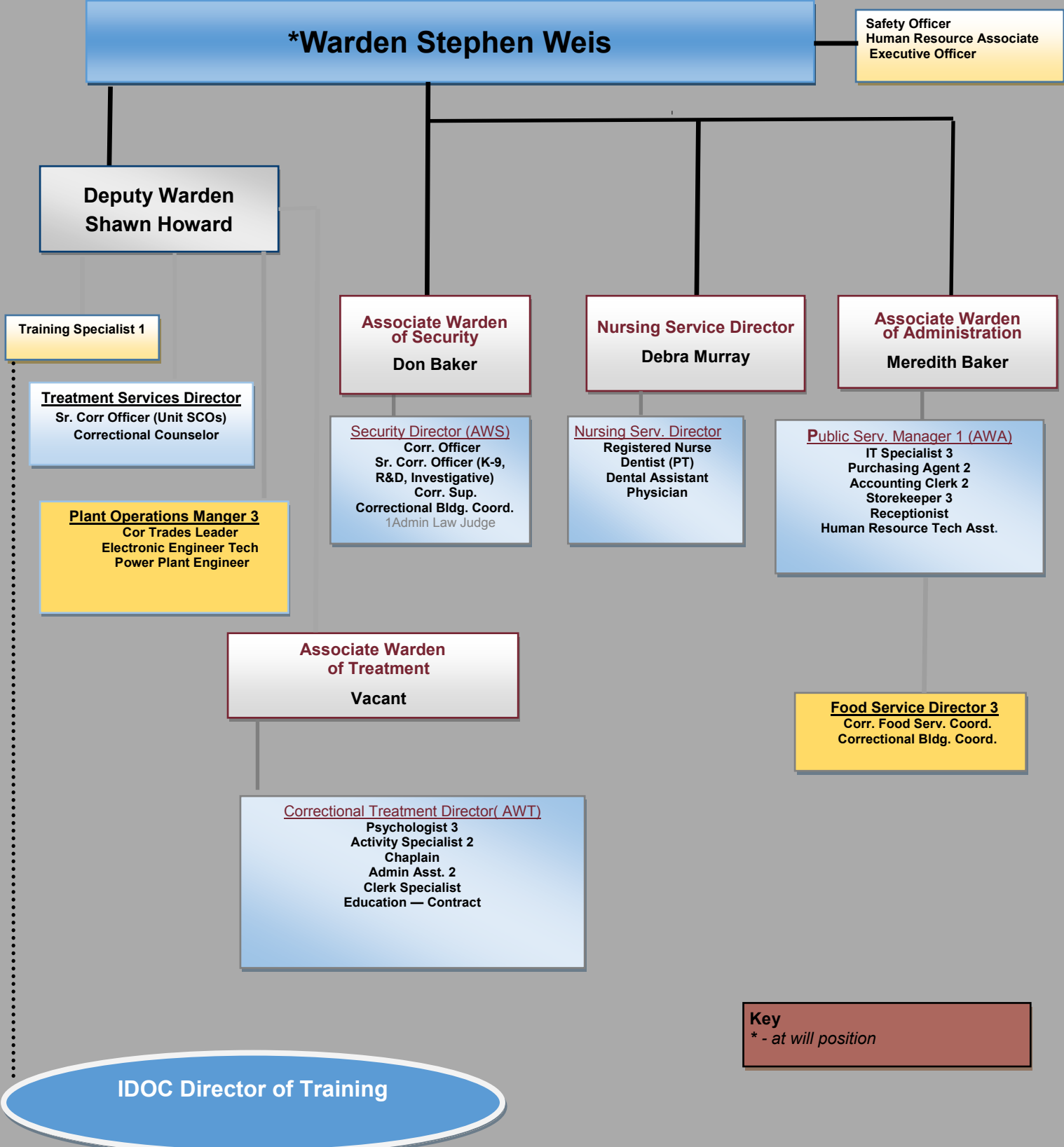
Treatment Services Director - Aaron Sharr

Treatment Services Director - Blythe Larson





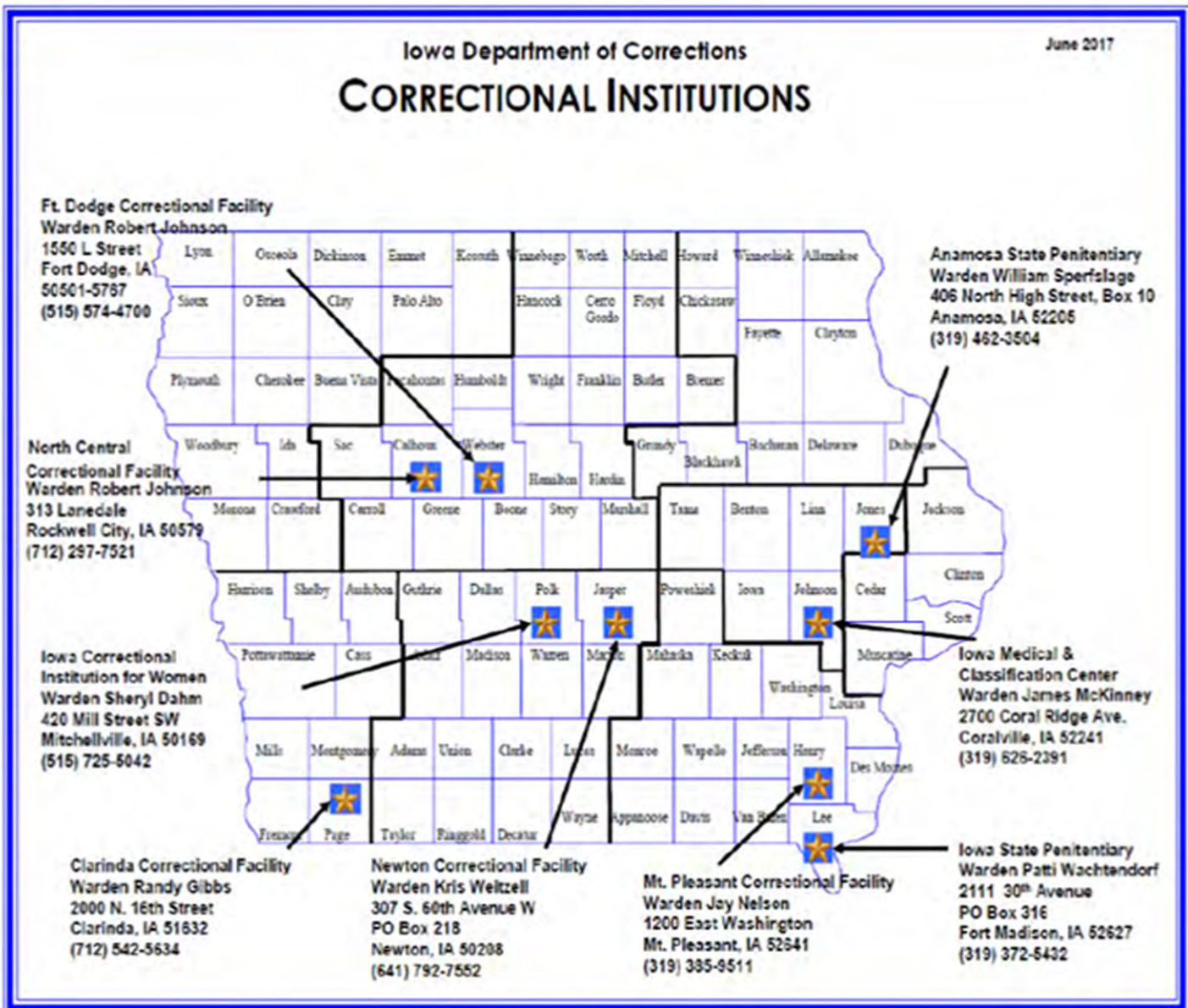
Clarinda Correctional Facility



Key
* - at will position

Location

The Clarinda Correctional Facility is located in Southwest Iowa. Clarinda is the county seat of Page County, with a population of 5,431 residents. Clarinda is approximately 128 miles from Des Moines, Iowa, 80 miles from Omaha, Nebraska and 129 miles from Kansas City, Missouri. The Clarinda Correctional Facility is one of nine correctional institutions within the state of Iowa.



Clarinda Correctional Facility maintains all of the buildings located on our campus including the former MHI buildings. Some of the areas that are not utilized by the prison are leased to Clarinda Academy and Zion Recovery Services. The Clarinda Academy is a privately operated juvenile facility and Zion Recovery offers both inpatient and outpatient substance abuse treatment to men and women.



Clarinda

Clarinda is a scenic and historic city located in the southwest corner of Iowa in Page County. Clarinda offers various community activities, encourages family living and has a dynamic economy based on agriculture and industry. Clarinda has that small-town vibe with access to a wide variety of goods and services usually only available in a larger city. Founded in 1851, Clarinda is the county seat of Page County. Clarinda has a minor league baseball team; the Clarinda A's, is home of the Glenn Miller Birthplace, and Goldenrod School/ home of 4-H. Clarinda also has Iowa Western Community College campus, offering a variety of 2-year degree and certificate programs. The population of Clarinda in 2016 was estimated to be 5,431.





Introduction

The Clarinda Correctional Facility (CCF) was established in 1980 as an adult male medium-security prison to serve primarily incarcerated individuals who were chemically dependent, intellectually disabled, and mentally ill. Clarinda Correctional Facility accepted its first incarcerated individuals on October 7, 1980 in a building built in 1932 known as **“Hope Hall”** (previously used as the Mental Health medical facility). It was initially designed to house 120 individuals in five dormitory style living units (2-8 man rooms). The largest unit had a design capacity of 39 and the smallest a capacity of 28. The security of the facility was maintained by a double fence and towers. Hope Hall officially closed in 1996 with the opening of the new Clarinda Correctional Facility. The capacity of this facility is 750 incarcerated individuals. The prison consists of 12 housing units, a disciplinary detention unit, library, gymnasium, canteen, property/clothing area, administration, areas for treatment, education, reception, and a visiting room. On June 30th 2019, CCF housed 1,014 incarcerated individuals.

In 2000, a new Prison Industries building was added to house H & H Trailer Company. In 2005, CCF opened the “Lodge” (former housing for Mental Health Facility Employees). This minimum housing facility was able to accommodate up to 211 minimum-security level incarcerated individuals. The Lodge was suspended in March 2017 to comply with senate file 130. With the closure of The Lodge, one of the units inside the facility now accommodates incarcerated individuals classified as minimum work-out (MWO). These individuals work outside of the fences in the kitchen, laundry, maintenance, and storeroom and also have the opportunity to work off grounds at the Clarinda Cemetery or Page County Landfill.

Living Units

CCF was designed with a capacity of 750. The count as of the last day of the fiscal year, June 30, 2019 was 1,014. Clarinda Correctional Facility has 3 main pods: North, South and East pod. Each pod has four living units (12 total living units). An officer is assigned to each living unit.

North Pod

| | |
|--------------------------------------|-------|
| North 1 - IPI and General Population | TIP 3 |
| North 2 - General Population | TIP 3 |
| North 3 - General Population | TIP 3 |
| North 4 - General Population | TIP 3 |

South Pod

| | |
|------------------------------|-------------|
| South 1 - General Population | TIP 1 and 2 |
| South 2 - General Population | TIP 1 and 2 |
| South 3 - General Population | TIP 1 and 2 |
| South 4 - General Population | TIP 1 and 2 |

East Pod

| | |
|-------------------------------------|-----------------------------|
| East 1 - Administrative Segregation | |
| East 2 - Minimum Work Out | TIP 4 |
| East 3 - Special Needs | TIP 1 and 3 - Tip 3 Mentors |
| East 4 - Special Needs | TIP 1 and 3 |



TIP (TRANSITION INCENTIVE PROGRAM) LEVEL SYSTEM

CCF's TIP Level System is designed to manage incarcerated individuals. The purpose of the level system is to further develop positive behavior. This is accomplished by providing or limiting institution privileges based on institution expectations in regards to conformity to rules, regulations, program participation, and overall responsible conduct.

CCF General Population has 4 level systems:

- TIP Level 1 (Green Lanyard)
- TIP Level 2 (Dark Blue Lanyard)
- TIP Level 3 (Red Lanyard)
- TIP Level 4 (Light Blue Lanyard)

CCF Special Needs Unit has 2 level systems:

- TIP Level 1 (Green Lanyard)
- TIP Level 3 (Red Lanyard)

Daily Population For Each Unit On June 30, 2019

North 1-89
North 2-91
North 3-91
North 4-83

South 1-99
South 2-98
South 3-98
South 4-102

East 1-56
East 2-91
East 3-41
East 4-58



CCF Resident Stats

- Average Age - 36
- Level of Education- 11.6 grade
- Average Reading Level - 9.5 grade
- Length of Sentence -19 years, 5 days
- Number of Lifers - 22
- Violent Crime - 437 (43%)
- Property Crime - 226 (23%)
- Drug - 220 (22%)
- Average Daily Population-996.43

| | | Department | Actual Revenues & | Actual + | Percent (Actual |
|----------------------------------|---|-------------------|-------------------|-------------------|-----------------|
| | | Revised | Expenditures | Encumbrances | of Budget) |
| | | Budget | | | |
| FTE Positions | | | | | |
| | Correctional Officer | 127 | | | |
| | Total Staffing | 232 | | | |
| Resources Available | | | | | |
| 04B | Balance Brought Forward - Drug Forfeiture | - | - | - | --- |
| 04B | Balance Brought Forward - Local Funds | - | - | - | --- |
| 04B | Balance Brought Forward - General Fund | - | 43,541.00 | 43,541.00 | --- |
| 05A | Appropriation | 24,780,950 | 24,780,950.00 | 24,780,950.00 | 100.00% |
| --- | Appropriation Transfer | - | - | - | --- |
| --- | Legislative Adjustments | 67,000 | 67,000.00 | 67,000.00 | 100.00% |
| 201R | Federal Support | - | - | - | --- |
| 202R | Local Governments | - | - | - | --- |
| 204R | Intra State Receipts | - | - | - | --- |
| 205R | Reimbursement from Other Agencies | - | - | - | --- |
| 234R | Transfers - Other Agencies | 1,200 | 1,167.47 | 1,167.47 | 97.29% |
| 301R | Interest | - | - | - | --- |
| 401R | Fees, Licenses & Permits | 75,000 | 72,134.63 | 72,134.63 | 96.18% |
| 401R | Enrollment / Supervision Fees | - | - | - | --- |
| 401R | Sex Offender Fees | - | - | - | --- |
| 401R | IDAP / BEP Fees | - | - | - | --- |
| 401R | Other Client / Group Fees | - | - | - | --- |
| 402R | Tuition & Fees | - | - | - | --- |
| 501R | Refunds & Reimbursements | 248,000 | 287,348.50 | 287,348.50 | 115.87% |
| 501R | State Offender Rent | - | - | - | --- |
| 501R | Federal Bed Rent | - | - | - | --- |
| 501R | Federal UA Contract Reimbursements | - | - | - | --- |
| 602R | Sale of Equipment & Salvage | - | - | - | --- |
| 603R | Rents & Leases | 1,200,000 | 1,000,033.82 | 1,000,033.82 | 83.34% |
| 604R | Agricultural Sales | - | - | - | --- |
| 606R | Other Sales & Services | - | - | - | --- |
| 701R | Unearned Receipts | - | - | - | --- |
| 704R | Miscellaneous | - | - | - | --- |
| Total Resources Available | | 26,372,150 | 26,252,175 | 26,252,175 | 99.55% |

Funds Expended and Encumbered

| | | | | | |
|-----|--------------------------------|------------|---------------|---------------|------------|
| 101 | Personal Services-Salaries | 20,905,885 | 19,673,443.36 | 19,673,443.36 | 94.10% |
| 202 | Personal Travel (In State) | 21,100 | 25,881.94 | 25,881.94 | 122.66% |
| 203 | State Vehicle Operation | 50,000 | 90,465.24 | 90,465.24 | 180.93% |
| 204 | Depreciation | 50 | 125,000.00 | 125,000.00 | 250000.00% |
| 205 | Personal Travel (Out of State) | 9,050 | 10,389.98 | 10,389.98 | 114.81% |
| 301 | Office Supplies | 21,562 | 22,084.84 | 22,084.84 | 102.42% |

| | | | | | |
|-----------------------|---|-------------------|-------------------|-------------------|---------------|
| 302 | Facility Maintenance Supplies | 150,000 | 579,388.70 | 579,388.70 | 386.26% |
| 303 | Equipment Maintenance Supplies | 50,000 | 116,728.42 | 116,728.42 | 233.46% |
| 304 | Professional & Scientific Supplies | 75,500 | 114,805.70 | 114,805.70 | 152.06% |
| 306 | Housing & Subsistence Supplies | 310,000 | 407,946.85 | 407,946.85 | 131.60% |
| 307 | Ag,Conservation & Horticulture Supply | - | - | - | --- |
| 308 | Other Supplies | 49,551 | 118,294.61 | 118,294.61 | 238.73% |
| 309 | Printing & Binding | - | - | - | --- |
| 310 | Drugs & Biologicals | - | - | - | --- |
| 311 | Food | 1,651,753 | 1,584,525.61 | 1,584,525.61 | 95.93% |
| 312 | Uniforms & Related Items | 201,199 | 212,088.50 | 212,088.50 | 105.41% |
| 313 | Postage | 10,000 | 273.93 | 273.93 | 2.74% |
| 401 | Communications | 100,000 | 50,198.44 | 50,198.44 | 50.20% |
| 402 | Rentals | 550 | 26,464.61 | 26,464.61 | 4811.75% |
| 403 | Utilities | 875,000 | 798,780.36 | 798,780.36 | 91.29% |
| 405 | Professional & Scientific Services | 270,100 | 212,464.31 | 212,464.31 | 78.66% |
| 406 | Outside Services | 266,550 | 213,908.99 | 213,908.99 | 80.25% |
| 407 | Intra-State Transfers | - | - | - | --- |
| 408 | Advertising & Publicity | 1,000 | 755.23 | 755.23 | 75.52% |
| 409 | Outside Repairs/Service | 100,299 | 85,049.02 | 85,049.02 | 84.80% |
| 412 | Auditor of State Reimbursements | - | - | - | --- |
| 414 | Reimbursement to Other Agencies | 715,251 | 709,723.78 | 709,723.78 | 99.23% |
| 416 | ITD Reimbursements | 93,000 | 115,617.20 | 115,617.20 | 124.32% |
| 417 | Worker's Compensation | - | - | - | --- |
| 418 | IT Outside Services | - | - | - | --- |
| 433 | Transfers - Auditor of State | - | - | - | --- |
| 434 | Transfers - Other Agencies Services | 1,100 | 17,559.91 | 17,559.91 | 1596.36% |
| 501 | Equipment | 2,100 | 233,976.16 | 233,976.16 | 11141.72% |
| 502 | Office Equipment | - | - | - | --- |
| 503 | Equipment - Non-Inventory | 22,500 | 67,697.80 | 67,697.80 | 300.88% |
| 510 | IT Equipment | 30,000 | 118,658.25 | 118,658.25 | 395.53% |
| 601 | Claims | 50 | - | - | 0.00% |
| 602 | Other Expense & Obligations | 385,000 | 352,817.17 | 352,817.17 | 91.64% |
| 701 | Licenses | 4,000 | 3,598.00 | 3,598.00 | 89.95% |
| 702 | Fees | - | - | - | --- |
| 705 | Refunds-Other | - | - | - | --- |
| 901 | Capitals | - | - | - | --- |
| Support Totals | | 5,466,265 | 6,415,144 | 6,415,144 | |
| --- | Balance Carry Forward - Drug Forfeiture | - | - | - | --- |
| --- | Balance Carry Forward - Local Funds | - | - | - | --- |
| --- | Balance Carry Forward - General Fund | - | - | - | --- |
| --- | Reversion | - | - | - | --- |
| Total | | 26,372,150 | 26,088,587 | 26,088,587 | 98.92% |
| Ending Balance | | | | 163,588.51 | |

STAFF

- 232 authorized positions in FY19
- 220 staff employed at CCF as of June 30th, 2019
- 6 contract staff in education

Personnel Turnover

- 11 Resignations
- 8 Retirements
- 7 Terminations
- 0 Deaths
- 19 New Hires
- 0 Transfers In
- 0 Layoffs

Leave Hours Taken

- Sick - 22,325.77
- Vacation - 27,175.37
- Holiday/Comp - 5,093.8
- Enforced Leave - 4,654
- Total Leave - 59,248.92

Year in Review

Clarinda Correctional Facility embraces the mission of the Department of Corrections, "Creating Opportunities for Safer Communities." CCF has experienced many successes in FY19 thanks in large part to our outstanding employees, planning, dedicated effort, and hard work. While maintaining the budget, we have emphasized training in relation to Core Correctional Practices, made improvements to our facility for both staff and incarcerated individuals, expanded our presence in our local community, and continued to develop community partnerships with outside agencies in an effort to improve our re-entry efforts.

CCF emphasizes training and education as we strive to get better every day. Several security and non-security staff were identified as future leaders at not only CCF, but the IDOC as well and were given the opportunity to participate in Leadership Training in January. Members of the management team have also participated in various leadership trainings throughout the year. Core Correctional Practices has become an integral aspect and CCF continues to train, model, and coach CCP's core concepts. CCF CERT, CNT, and K-9 teams all received specialized training monthly and were the beneficiaries of updated equipment and tactical gear during FY19. CCF had the honor of hosting this year's Statewide Tactical Training (May 13-17). Multiple teams from throughout the Department, along with over 100 State Troopers, all convened in Clarinda for the week long training. Training consisted of that related to CERT, CNT, and K-9. Pictures of this event can be found later in this report.

The CCF Maintenance Department continues to make improvements to our institution for both staff and incarcerated individuals. All of the signs on our campus have been updated and our landscape apprentices continue to build retaining walls, plant flowers and shrubs, and grow a vast amount of vegetables that are harvested in the fall. CCF continues to add to our Victim's Garden so that it can be enjoyed by visitors and staff alike. CCF also opened a campus fitness center for staff in November 2018. Our Health Services Department was also renovated in an effort to make it more accommodating for both staff and incarcerated individuals. The building that used to be known as "The Lodge" has been re-purposed as CCF's Training Center, which allows various types of training to take place throughout the year. CCF also received approval from the County Board of Supervisors to construct a shooting range, which will begin in the near future.

CCF continues to emphasize re-entry efforts in an attempt to reduce recidivism. CCF believes future employment is a strong indicator of future success so we have focused on expanding vocational training opportunities through our registered apprenticeship program, our education department, and technology. CCF recently purchased a Welding Simulator and implemented a short training program to help incarcerated individuals learn the skills associated with this high demand job. In collaboration with Iowa Workforce Development, CCF hosted a job fair in June.

Achieving Change Through Value Based Behavior (ACTV) continues to be our primary treatment program. The program guides participants in behavior change using the principles of ACTV, and includes learning skills such as defining their own personal values, becoming aware of their emotions and thoughts, noticing the consequences of their behavior, and learning new ways to respond to emotions and thoughts. In FY19, CCF completed 4 rounds of ACTV with approximately 400 incarcerated individuals successfully completing the program.

CCF also experienced a change in leadership in the latter part of FY19 as Warden Randy Gibbs transferred to Iowa State Penitentiary. With his departure, Deputy Warden Stephen Weis was promoted to Warden in June 2019. This transition has been smooth as Mr. Weis continues to build upon the foundation that Mr. Gibbs established during his tenure.







TREATMENT PROGRAMS

In FY19, there were a variety of treatment programs offered to incarcerated individuals at CCF.

AA (Alcoholics Anonymous) - Morning sessions had 10 individuals/week for 52 weeks. Evenings sessions had 18 individuals/week for 52 weeks.

NA (Narcotics Anonymous) - Morning sessions had 18 individuals/week for 52 weeks. Evening sessions had 18 individuals/week for 52 weeks.

Celebrate Recovery - 36 individuals for 52 weeks

Achieving Change Through Value-Based Behavior (ACTV) is the primary treatment program offered at CCF. ACTV is a remedial program that focuses on corrective thinking and evaluating individual values. It is a 12 week program and meets two days per week.

Moral Recognition Therapy (MRT) is a systematic treatment approach that seeks to decrease recidivism by increasing moral reasoning. This treatment program is available to incarcerated individuals classified as Special Needs.

CCF offers a variety of volunteer classes/services including:

- ❖ 24/7 Dad's - 12 week parenting class facilitated by volunteer staff from Children and Families of Iowa. CCF generally offers this class to 20 individuals in the fall and the spring.
- ❖ Healthy Relationships- 5 hour class offered monthly to approximately 20 incarcerated individuals. Facilitated by volunteer staff from St. Vincent de Paul.
- ❖ POETS - 2 hour employment class facilitated by Iowa Workforce Development staff. Class is generally offered bi-monthly.
- ❖ National Career Readiness Certificate - 3 separate tests (Math, Reading, and Workplace Documents). This test is generally offered monthly at CCF.
- ❖ Welding Simulator Program - (TIP Level 3 and 4) 6-week training program to learn the fundamentals of welding.
- ❖ Storybook Program - (TIP Level 3 and 4) The Storybook Project keeps incarcerated parents and their children connected through reading. Once a month, parents and grandparents select one book per child and read to their children through a digital voice recorder with the assistance of staff/volunteer. The stories are burnt onto a CD and mailed, along with the book, to the child.
- ❖ Child Support Meetings: Child Support Recovery Staff visit CCF every 3-4 months to facilitate individual meetings with incarcerated individuals.

Registered Apprenticeships



These programs consist of extensive on the job training hours as well as education/classroom instruction. Once individuals successfully complete the required on the job training hours and curriculum hours, they receive a Journeyman certificate from the U.S. Department of Labor. CCF had 33 registered apprentices as of June 30th, 2019. The following apprenticeship programs are available at CCF:

- **Welding** – 3 year program available to welders at H&H
- **Metal Fabrication** – 4 year program available to specific job positions at H&H
- **Landscaping** – 2 year program that incorporates landscaping, horticulture, and bee keeping
- **Materials Coordinator** – 2 year program available to commissary/R&D workers



Re-Entry

CCF's Executive Officer I is Adam Maher. He helps all incarcerated individuals who are discharging their sentence or have been granted parole to an Iowa residence apply for Iowa Medicaid prior to their release. CCF assisted approximately 300 incarcerated individuals in applying for Medicaid prior to their release in FY19. CCF also assisted eligible individuals over the age of 65 apply for Medicare Part A. CCF also assists eligible individuals apply for Social Security Disability or Supplement Security Income.

CCF has developed partnerships with a number of agencies in the community that help CCF's re-entry efforts. Child Support Recovery made quarterly visits to CCF to facilitate individual meetings with those incarcerated individuals who wish to review their case. Bob Brown from United Way of Central Iowa facilitated group presentations about registered apprenticeships and employment opportunities in the community on February 14, 2019. CCF hosted Baron Warren for a Re-Entry presentation on 4/3/19 as well. Iowa Workforce Development facilitated an employment class called POETS bi-monthly at CCF. On Thursday, June 06, 2019, Iowa Workforce Development hosted a job fair at CCF. In addition to Iowa Workforce Development, Custom Diesel Driver's Training, Prestige Foods, Iowa Lakes Regional Water, Carroll Coolers, Fisher Hydraulics, and H&H Trailers, spent the day visiting with incarcerated individuals about their respective company and potential employment opportunities. Over 150 incarcerated individuals chose to participate in this exciting event.



CCF offers private sector employment with H&H Trailers by Novae, who operates a facility within the CCF fences. The company builds commercial trailers. On average, they produce approximately 15 trailers from start to finish each day. This operation has been in production since December 2000. Incarcerated individuals benefit from receiving vocational training, valuable work experience, and apprenticeship programs.



Iowa Code states that if an individual is incarcerated and does not have a High School Diploma or High School Equivalency, he may be required to attend school to work on his High School Equivalency. Likewise, if he does not read at (least) a 6th grade level, he may be required to attend Literacy classes while incarcerated. If an incarcerated individual is determined to need and refuses to participate in Education, it is looked at unfavorably by the Parole Board and may restrict privileges at the facility as deemed appropriate. The goal of our facility and the Department of Corrections is to prepare incarcerated individuals to successfully reenter the community. Criminal history and lack of education can hinder employment opportunities for those returning to their families and communities. The Clarinda Correctional Facility partners with Iowa Western Community College to provide education for the incarcerated individuals at CCF. In addition to HiSET and Literacy classes, the Education Department offers classes in Horticulture/Landscaping (Apprenticeship), Life Skills, and Computer Skills. Green Hills AEA provides Special Education classes for students under 21 who have a current IEP. **In FY19, the Education Department had nearly 36,000 hours of contact with students at CCF!**

FY19 Contracted Staff

- 2 ½ HiSET/Literacy teachers
- 1 Special Education teacher
- 1 Vocational teacher
- ½ Education Coordinator
- 1 Office manager



| | Participants | Completions |
|--|--------------|-------------|
| Hi-SET | 211 | 24 |
| Literacy | 21 | 21 |
| H.S. Diploma | 4 | 0 |
| Life Skills | 50 | 37 |
| Computer | 32 | 45* |
| <small>*Some students took more than 1 class</small> | | |
| Horticulture/Landscaping | 34 | 4 |
| College | 1 | 3* |
| <small>*Some students took more than 1 class</small> | | |

Health Services

CCF has a team of doctors, nurses, and a dentist that provide excellent medical care inside the facility. In addition, we have an optometrist that comes in to provide eye care. When necessary, incarcerated individuals are provided care at the local hospital, or transported to Iowa City for needed care.

| Type | Number |
|----------------------|--------|
| Physician Encounter | 4,799 |
| Nurse Encounters | 6,561 |
| Psychiatric | 2,838 |
| Encounters Dietitian | 4 |
| Encounters Dental | 1,893 |
| Encounters Optometry | 499 |
| Encounters Labs | 1,813 |
| X-Rays | 154 |
| Off-Site Visits | 140 |



Recreation



- Help Adult Services \$124.08
- Girl Scouts \$331.78
- Page County Veterans \$2,079.92
- Special Olympics \$118.64
- Total Donations FY19 \$2,854.42

Activity staff at CCF ensure that there is meaningful leisure time activities at the facility. CCF has three-activity specialists who cover the gym, library, hobby craft and the yard. CCF offers intramural sports such as: flag football, volleyball, softball, basketball, track and field and soccer. There are weight lifting areas inside the gym as well as in the yards. There are also game tournaments, like chess and movies available for the incarcerated individuals. The recreation department sponsors cookouts and other activities that are a positive and pro-social way for the men to spend their time. There are four food windows that the Recreation Department is responsible to stock and hire incarcerated individuals to run. The men are able to purchase food items at the windows with their Debitek cards that they load with their own money from their ICON banking accounts. Fundraising is also something that the Recreation Department helps the men participate with. Fundraising is done by selling special items, and the profits are given to the chosen charities. The amounts and the charities that the men raised money for this year are shown to the left.



CCF Dog Program

Special Olympics
Iowa





Dietary Department

Statistics

- Meal Count-1,098,061
- Food Cost-\$1,193,010
- Food Cost Per Meal-\$1.06
- Supply Cost-\$57,768
- Supply Cost Per Meal-\$.05
- Staff Labor Cost-\$797,191
- Incarcerated Individual Labor Cost-\$54,017
- Total Labor Cost Per Meal-\$.78
- Total Cost=\$2,101,986



The total cost spent per meal is \$1.91.

The Dietary Department supplies meals to the men that are incarcerated at CCF. The residents of Zion Recovery and the juveniles at the Clarinda Academy are fed as well.

- 3,013.47 meals are prepared and served at CCF on a daily basis. The meals are prepared in a kitchen that is located at the former Clarinda Mental Health Institute. CCF staff and incarcerated individuals that are in the Minimum Work Outs Program prepare the meals in the kitchen and then the meal trays are put in hot and cold food carts and trucked over to the prison. The meals are then served on each unit.



MAINTENANCE DEPARTMENT

The Maintenance Department completes approximately 500-700 work orders and approximately 50 preventative maintenance tasks per month in addition to maintaining approximately 180 acres CCF grounds, 6 acres of gardens, 1 state cemetery and approximately 1,000,000 square feet of building space.

Major projects completed during FY19 include:

- Converted the old Lodge facility into the Armory, Key Room, Uniform Room, CERT Ready Room and CNT Room. Also created several mock cells for realistic training.
- Remodeled the CCF Training Center
- Installed new roof on Clarinda Academy Girls Dorm
- Remodeled CCF Health Services
- Installed new fence alarms
- Replaced signs throughout CCF Campus
- Installed new LED lighting around CCF perimeter
- Installed new drain troughs in kitchen area as well as new tile

CCF Dog Program



CCF continues to work with three local shelters to train dogs in order to make them better candidates for adoption. We work with Montgomery County Animal Shelter, People for Paws in Shenandoah, and Southwest Iowa Humane Society in Clarinda. On average we have between 12-15 dogs at the facility at one time. The incarcerated individuals work with these dogs for an average of six weeks on basic obedience skills. Throughout this year we have had approximately 100 dogs come through the institution to be trained by our incarcerated individual population. Most of the dogs that leave the facility are already adopted by the time they leave.

TRAINING



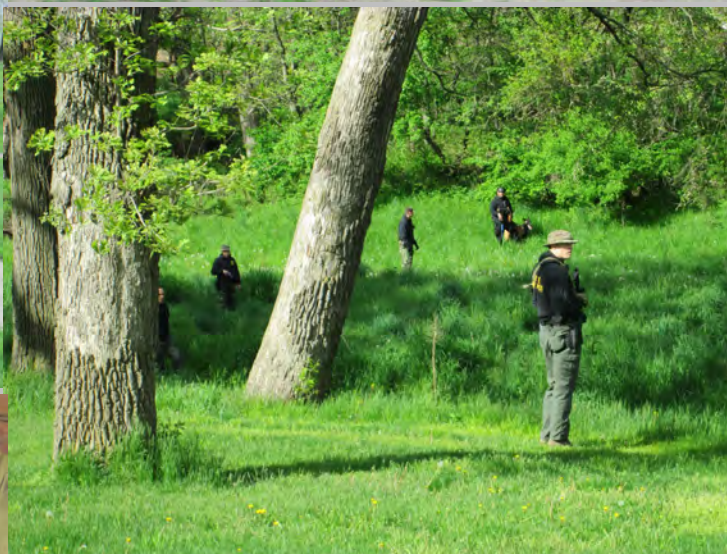
- **Security Staff Personal Safety** - 92 students for a total of 736 hours
- **Non-security Staff Personal Safety** - 69 for a total of 276 hours
- **CPR/AED** - 92 students for a total of 366 hours
- **Fire Extinguisher** - 198 students for a total of 99 hours
- **Core Correctional Practices** - 36 students for a total of 468 hours
- 26 employees completed New Employee Training in FY19
- 7,349 total hours of e-learning completed in FY19



Statewide Tactical Training

CCF had the honor of hosting this year's Statewide Tactical Training (May 13-17). Multiple teams from throughout the Department, along with over 100 State Troopers, all convened in Clarinda for the week long training. Training consisted of that related to CERT, CNT, and K-9.





Staff Events

CCF's Staff Events and Communications Committee organizes several events throughout the year to show appreciations. Events organized in FY19 included the following:

- Root Beer and Peanuts (August 2018)
- 1st Annual CCF Glow Run (September 2018)
- Friends and Family Tour (October 2018)
- Lighted Christmas Parade (November 2018)
- Staff Children's Holiday Party (December 2018)
- Christmas Donuts (December 2018)
- 2nd Annual Chili Cook Off (February 2019)
- March Madness Breakfast (March 2019)
- Corrections Week (May 2019)





CO Mike Teachout was this year's champion!



CCF celebrated Correctional Worker's Week May 5th through May 11th. The Staff and Communications and Events Committee organized several events for staff throughout the week, including fruit trays, root beer floats, popcorn and M&M's, and a cookout.



In addition to recognizing years of services awards, SGT. Jason Gibson was named Employee of the Year.

The cookout is always the favorite event during Corrections Week!





CCF Gives Back

CCF Staff collected numerous food items and monetary donations to donate to the local Food Pantry in August 2018 and January 2019.

CCF had several staff members volunteer to hand out candy, purchased by the Staff Communications and Events Committee, at the communities annual "Ghost Walk" held on the walking trail at the Lied park in Clarinda in October.

Several staff members also participated in the annual Lighted Christmas parade in November.

CCF adopted three local families and donated numerous gifts through a local program called the Christmas Box Project. CCF 3rd shift adopted an additional single mother and her 2 children as well. CCF also held a "Coat Drive" and made stockings for the Shelter children at Clarinda Academy during the month of December.

CCF staff volunteered their time collected donations for local communities impacted by the spring flooding of 2019.

