



IMCC ANNUAL REPORT 2022

*2700 Coral Ridge Ave.
Coralville, IA 52241*

319-626-2391

Table of Contents

Values/Vision and Mission	3
Management Team	4
Table of Organization	5
Prison Overview/History	6
Location	8
Program/Treatment Services Overview	9
Reception Program	9
General Population	9
Forensic Psychiatric Hospital	10
Youthful Incarcerated Individual Program	10
Health Services	11
Pharmacy	12
Mental Health Services	12
Education Program	13
Security	15
Correctional Emergency Response Team (CERT)	16
Crisis Negotiations Team	17
Training	18
Business Office/Financial Information	20
Dietary Department	22
Information Technology Department	22
Personnel Department	23
Maintenance	24
Central Records	25
Employee Unity and Wellness Committee	27
Food Drive Committee	27
Dog Program	28
Staff Spotlight	29
IMCC Holiday Celebration	30
Correctional Worker Week	30

Values/Vision and Mission

We believe:

- In the value of honesty, integrity and transparency throughout our organization
- Staff is to model the kind of behavior we expect to see demonstrated by our incarcerated individuals
- Incarcerated individuals are sent to prison as punishment, not for punishment
- Rules and discipline are about managing, teaching and effecting change; and, they must be driven by evidence-based practices in the field.
- The focus must be on continuous improvement in our day-to-day problem solving, as we strive to be proactive and oriented toward the future.
- In our staff operating as a team, where all ideas and contributions are respected.

Our Vision:

- To be the leader in creating a safer Iowa with no more victims, by providing excellence in classification, medical and mental health, security, treatment and successful reentry through evidenced-based practices.

Our Mission:

- Creating Opportunities for Safer Communities

IMCC Management Team

Warden - Mike Heinricy

Deputy Warden - Mike Kane

Correctional Security Director - Derek Rickels

Correctional Security Manager - Steve Koffron

Correctional Treatment Director - Janie Mendez

Treatment Services Director - Jennifer Smith

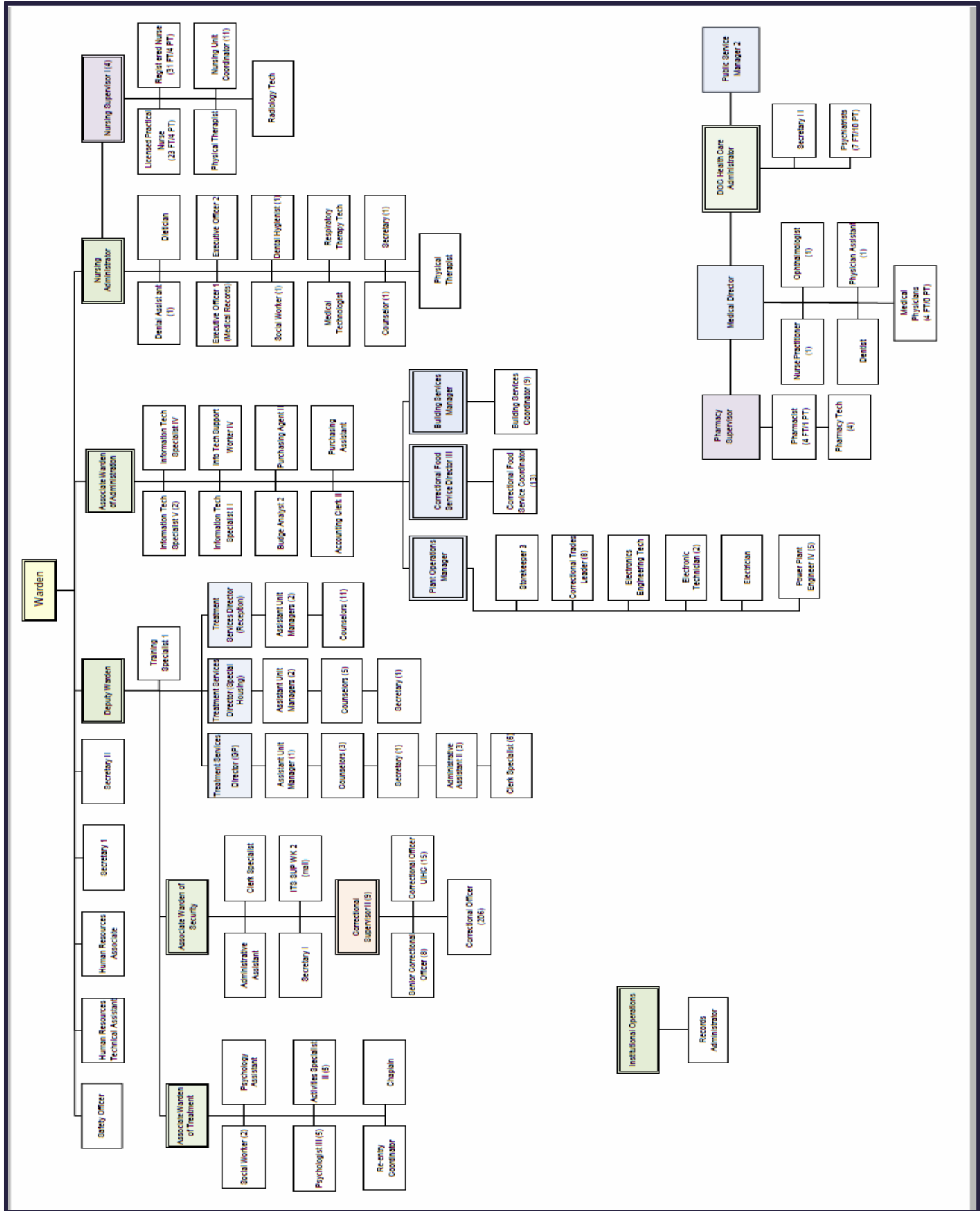
Treatment Services Director - Cassie Cass

Treatment Services Director - Kevin Weideman

Business Manager - Ty Doermann

Nursing Services Director - Linda Bellinghausen

Iowa Medical and Classification Center Table of Organization



PRISON OVERVIEW/HISTORY

1967 - The State Legislature authorized the creation of the Iowa Security and Medical Facility at Oakdale. This facility was to take the place of the Iowa Security and Medical facility (formally the Criminally Insane Unit) at the Iowa Men's Reformatory in Anamosa, Iowa, but would be a more humane environment. The property was originally part of the Oakdale Campus for those who were infected with TB.

1969 - When the facility was completed in 1969, receiving the first 24 patient and 6 aides on September 2, the building consisted of three patient units totaling 81 beds. At the time of its completion, IMCC was considered to be part of the country-side, away from the major populations of the cities of Iowa City, Coralville and North Liberty.

1984 - In 1984, the facility's capacity was increased to 300 beds by the construction of a reception/classification center and the institution officially became known as "The Iowa Medical and Classification Center." The facility provided services both to the DOC Incarcerated Individual population and to the psychiatric hospital units.

1990 - In 1990 and 1991, the facility's capacity was again increased with the construction of four dormitory units, two for reception and two for general population.

2005: Renovations to one of the old hospital units renewed 23 beds for a separate special needs unit in bringing the total capacity to 528 beds.

2006 - 2007 - We began to renovate our Dietary Department. This renovation enabled us to deliver trays directly to the units instead of having Incarcerated Individuals come to the dining hall.

July 2007: We opened our Special Needs Unit, which has since been dedicated as the Lowell D. Brandt Unit, which added another 178 beds for a total of 706. The planning for this unit began in 1998. The building contains an outpatient health clinic and offices, three medical housing units and four celled behavioral units. The celled behavioral unit included a Therapeutic Community for Incarcerated Individuals from Blackhawk County with a dual diagnosis of mental illness and substance abuse until it closed March 7, 2014, a secured observation unit and two larger units for Incarcerated Individuals with mental health diagnosis

2008: A complete laundry renovation/expansion began in February 2008. The laundry was moved to the vacated 'dead records' area that had been moved to the Powerhouse. In August of 2008 our address changed from "Oakdale" to "Coralville" as the Oakdale Post Office closed. Even now, years later, we are still known as "Oakdale".

2011: - Our Admit area was remodeled to be more open and friendly toward the public.

2016: - In late FY16 plans were formulated to change our FPH to one unit and utilized East Unit as a Transgender/Dog Program unit. The Transgender Unit was later dissolved.

2018: - On April 3, 2018, the Youthful Incarcerated Individual Program was transferred from ASP to IMCC. The FPH Program was moved to East Unit so the Youthful Incarcerated Individuals could reside on West Unit until they turn 18. We have two education rooms along with a Recreation Room. The Dog Program was moved to T Unit.

2019 - IMCC will celebrate 50 years of serving the public starting when the building officially opened in 1969 as the Iowa Security Medical Facility when the Unit for the Criminally Insane transferred to Oakdale.

In total, IMCC has 22 housing units which have multiple specific functions. In addition, the facility has a warehouse which holds the recycling program and large equipment. The Power Plant, which houses the Pharmacy, the DOC File Repository, loading dock, maintenance shops and power generators, is attached to the main building by way of a tunnel. Attached to the original main building is the administration building which holds the Warden's office area, the Business Office, IT and Human Resources offices in addition to the Training Room, Mailroom and CERT Training Room.

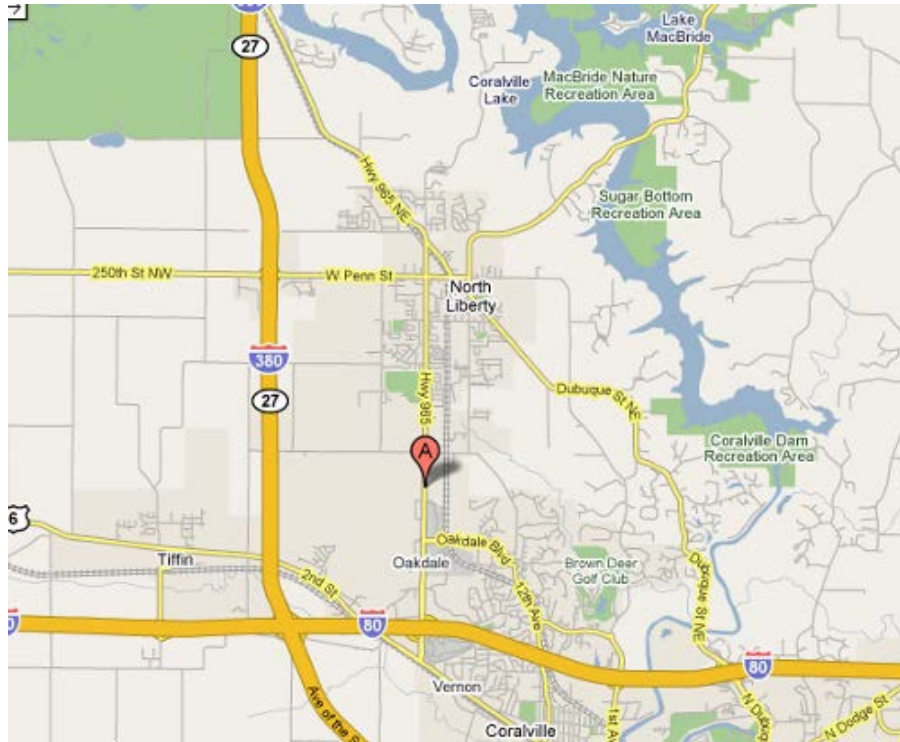
2020 - IMCC Management Team changed with new Associate Warden of Treatment, Interim Warden and Deputy Warden. In March, Covid-19 brought us the "New Normal" and changed the institution. Visiting stopped, temperatures taken, screening questions, staff working from home, face shield, masks, quarantining and the entire state shutting down. Working together we strive to get through this pandemic.

2021 - The Covid-19 pandemic continues to be the topic of conversation in FY21. Visits for the men incarcerated are done via the virtual setting, quarantining for both staff and the men incarcerated at IMCC continues when necessary, and face masks continue to be worn in certain areas of the facility. We are slowly adapting to this pandemic and making the changes necessary to keep everyone safe as we learn more about this virus.

2022 - IMCC focused on hiring and retention for correctional officer and nurses using radio advertising, accepting walk-in interviews and on the spot hiring for the first time ever. We had our first incarcerated individual graduation since the pandemic and religious volunteers were welcomed back.

Location

IMCC is located north of Coralville and south of North Liberty on Hwy 965, also known as Coral Ridge Ave, 1 mile north of I-80 exit #240.



Iowa Medical and Classification Center
2700 Coral Ridge Ave.
Coralville, IA 52241
319-626-2391

PROGRAM / TREATMENT SERVICES

OVERVIEW -

IMCC manages six unique Incarcerated Individual populations; Reception Program, General Population Program, Forensic Psychiatric Hospital (FPH), Health Services/Medical Units and Mental Health Services - LBU (Lowell Brandt Unit) and the Youthful Incarcerated Individual which was added in April 2018.

Reception Program

The largest of our programs is the Reception Program with an average count of 500-550. Within 45 days, these Incarcerated Individuals will have completed the Classification process, which includes: custody level, housing, mental health, educational and health assessments. Incarcerated Individuals will complete psychological testing (BETA III, TABE). All available information on the Incarcerated Individual is compiled in a comprehensive Reception Report to assist Institutional Operations in placement decisions and the receiving institutions in case planning with Incarcerated Individuals for a successful reentry.

General Population

IMCC houses approximately 300 general population Incarcerated Individuals who make up the institution's Incarcerated Individual workforce. Many of these Incarcerated Individuals are housed at IMCC as they wait to get into sex offender treatment or other treatment opportunities. An Incarcerated Individual's first job assignment is generally working 90 days in dietary. After satisfactorily completing their first job assignment, Incarcerated Individuals can request for other job openings around the institution. Work supervisors collaborate with counselors and the treatment team to determine if the Incarcerated Individual will be hired. Incarcerated Individual's second may have job assignments, dependent on institutional need. Satisfactory job performance is directly related to advancing within the Transition Incentive Program (TIP).

Job assignments include: Dietary, housekeeping, laundry, unit clerks, health services runners, activities & recreation department clerks, library clerks, education tutors, Incarcerated Individual mentors (on the mental health units), SSIP observers, ADLA workers, peer health workers, and 13 minimum outs workers.

IMCC Incarcerated Individuals are also involved in the IDOC's Core Treatment Programs and ACTV (Achieving Change Through Value-Based Behavior), Moral Reconciliation Therapy (MRT),

apprenticeship opportunities, the Dog Program and college credit classes through Iowa Central Community College. HiSET programming through Kirkwood Community College.

Incarcerated Individuals' Organizations include Green Market, Running Club, Incarcerated Veterans Group, and New Directions.

Forensic Psychiatric Hospital

The Iowa Department of Corrections holds the distinction of operating a licensed Psychiatric Hospital. This hospital is located within the Iowa Medical and Classification Center and is called the Forensic Psychiatric Hospital, commonly referred to as the FPH. Those in this unit have not been adjudicated to serve prison sentences, and as such, are considered patients and not incarcerated individuals. These patients are court-ordered to the Forensic Psychiatric Hospital for either an evaluation for competency to stand trial per Iowa Code 812.3 or for restoration to competency to stand trial per Iowa Code 812.6.

Primarily, all security staff who work in the Forensic Psychiatric Hospital have voluntarily chosen to do so, and this appears to have made a significant difference in the lives of the patients we serve. Consistency of staffing is credited for notable positive changes on the unit, with an example being improvement in the amount and severity of critical incidents throughout the year. This in turn has resulted in a decreased need for “use of force” response. Forensic Psychiatric Hospital staff continuously strive for improvements in the culture of the facility and within the lives of the patients.

The Forensic Psychiatric Hospital is licensed by the Iowa Department of Inspections and Appeals and is required to abide by the law as defined in the Iowa Administrative Code, Section 481, Chapter 51, “Hospitals”.

Youthful Incarcerated Individual Program

These are young men under the age of 18 sentenced as adults. The youthful incarcerated individual program offers structure, stability, prepares youthful incarcerated individuals for transition back to the community and prepares individuals to appropriately adapt to the adult prison environment. Education and treatment classes are available for youthful incarcerated individuals. Youthful incarcerated individuals are kept separate from adult incarcerated individuals. They will go through the reception process when they enter the prison system.

Health Services/Medical Units

Health Services is a dynamic department with an extensive team of staff. The health care team includes Physicians, Nurse Practitioners, Physician Assistant, Psychiatrists, Dentist, Optometrist, Registered Nurses, Licensed Practical Nurses, Medical Technologist, Nursing Unit Coordinators, Physical Therapist, Respiratory Therapist, Radiologic Technician, Dental Hygienist, Dental Assistant, Dietician, Social Workers and Psychologists. With this multidisciplinary team a wide range of services are able to be offered on site. Physical therapy, respiratory therapy, x-rays, skilled nursing, long term care, hospice and specialized mental health care continued to be offered.



This year has seen the addition of a physical therapist who has been successful in increasing mobility and independence with patients recovering from surgery and who have been experiencing new or chronic pain. A new respiratory therapist introduced pulmonary function tests which will assist in the proper diagnosis of respiratory diseases when implemented.

Exam rooms were created on each of the celled reception units for better patient care.

Skilled nursing continues to be offered on the infirmary and long term care continues to be offered on the long term ambulatory unit.

The health services team continues to work on promoting health while meeting patients' needs. The Hospice Program was moved to the Infirmary. The Hospice program continued to be offered at the Iowa Medical and Classification.

Pharmacy

IMCC has a full service pharmacy that operates Monday through Friday. It is staffed with four full time and one part time pharmacists, and four technicians.

IMCC pharmacy staff also processes medication orders from ASP, MPCF, and ISP. Medications ordered are within the guidelines of our DOC Formulary that was developed for providers to comply with continuity of care.

Forensic Psychiatric Hospital also utilizes and takes advantage of DOC Formulary.

All of our prescriptions are transmitted electronically to the pharmacy. Medications are administered by nursing staff on the medical and mental health units. The rest of the institution reports to a “pill line” to receive their medications. All orders are electronically transmitted to the next institution of assignment.



Mental Health Services

IMCC houses Incarcerated Individuals who are diagnosed with mental health disorders and whose level of care falls within one of three categories: Acute, Sub-Acute, and Intensive Outpatient. Those who are under observation for mental health concerns are placed on an acute level of care as they work with psychiatry and psychology staff to stabilize their symptoms. Once stabilized, they move into one of our two sub-acute units, where they are given increased programming as they advance through our level system. To be successful with this process, the Incarcerated Individual must be compliant with their treatment plan and attend unit activities, such as Skills Groups, NAMI, and Special Needs MRT (amongst others). They must also be willing to work with their Individualized Treatment Team, consisting of counselors, psychologists, security, and unit management. Once they have shown appropriate behavior and adjustment to programming, the I/I is then designated at an intensive outpatient level of care, while also moved to our most privileged living unit. On this unit, they are able to participate in all activities that are allowed on General Population Units, such as participating in recreation time in the gymnasium or specialized on-unit events. At this point, the Incarcerated Individual is also considered for transfer into less-restrictive programming at any of our IDOC facilities.

EDUCATION PROGRAM

General Equivalency/HS Diploma

A total of thirty-two high school equivalency tests were taken in fiscal year 2021-2022; there were fourteen high school equivalency degree completions. The department's passing rate was 100% with no registered fails out of thirty-two total tests taken. The department served 68 students and recorded 12.946 total contact hours in education.

Subject	Number of Tests	Number of Fails	Average Scores	Passing Rate	Last year's Pass Rate
Writing	6	0	12	100%	100%
Social Studies	6	0	15	100%	100%
Science	7	0	14	100%	100%
Reading	7	0	12	100%	100%
Math	6	0	13	100%	100%
Total	32	0	13	100%	100%
Completions	14	0		100%	100%

Literacy & ESL

There were twenty-eight literacy completions, meaning students met the Department of Corrections literacy requirement by scoring 228 or above on CASAS. This program recorded 1,792 total contact hours.

Vocational Education

This fiscal year there were thirty-seven vocational completions in FY2022 in classes like computer literacy, Microsoft Office, workplace communications, and personal finance.

Apprenticeship Program

The Iowa Medical and Classification Center had thirteen graduates from the apprenticeship program: ten Housekeeping, two Industrial Sewing Machine Operator, and one Material Coordinator. The graduation ceremony was held for the first time since COVID.

Apprenticeship offerings included: baker, barber, cook, electrician, housekeeper, industrial sewing machine operator, job printer, maintenance/repairer/builder, painter, plumber, upholsterer, welding.

Special Education

Thirty-four individuals were eligible and participated in special education services in 2021-2022. The department recorded 924 total contact hours in special education. The department employs 0.5 special education instructors.

Testing and Assessments

Incarcerated individuals who arrived at IMCC were given CASAS tests, administered by DOC assessment center staff. Incarcerated individuals who were unable to test on their unit were referred to education for testing. Post testing is done per Department of Education assessment policy. CASAS tests and HiSet pre-tests and post-tests are also part of the testing hours administered by education staff. There were a total of 528 hours logged for testing.

Staffing

A life skills instructor was hired in October of 2021. The department assistant resigned in March of 2022 and a new department assistant was hired in June of 2022.

SECURITY

The Security Department is comprised of approximately 241 Correctional Officers, 11 Senior Correctional Officers, 13 Captains, 1 Secretary One, 1 Clerk Specialist, 1 Administrative Assistant One, 1 Security Manager and the Associate Warden of Security.

IMCC's Security Department is tasked with a multitude of different tasks. Encompassing everything from daily operations of Living Units to transportation of Incarcerated Individuals across Iowa and neighboring states, to operating a security area at the University of Iowa Hospitals and Clinics.

IMCC Correctional Officers provide coverage on IMCC's 22 housing units. The housing units are General Population, Reception, Youthful Incarcerated Individuals Mental Health, Hospital Care, and a Forensic Psychiatric Hospital Unit. Having a diverse population of Incarcerated Individuals at IMCC requires the officers be adaptable to any environment. This is what makes IMCC unique. No other institution in Iowa has the multitude and complexity of housing units that IMCC consists of.

This complexity includes the operating of a Security area at UIHC that is the hub for all medical appointments and admissions of incarcerated individuals for the 9 institutions that comprise the Iowa Department of Corrections. On average IMCC is tasked daily with approximately 10-15 hospital appointments from IMCC to UIHC. The appointments are in addition to providing coverage on admissions to UIHC. Which normally average 2-5 watches per day but sometimes can be higher amounts.

Lastly, IMCC is the Reception Center for all male incarcerated individuals in the state of Iowa. On average the intake area operated by the Security Department of IMCC processes approximately 500 admit and discharges per month from all county correctional facilities in Iowa.

Along with admissions to IMCC, comes the responsibility to transport incarcerated individuals across Iowa. The Administrative Assistant and Officers of the Security Department handle this daunting task. IMCC utilizes a bus that holds 42 incarcerated individuals, and multiple transport vans to move I's around the state and sometimes beyond the border of Iowa.

In closing, the Security Department of IMCC and the people that make it up are a multifaceted and diversely talented group of individuals.

Correctional Emergency Response Team (CERT)

The IMCC CERT currently has 27 members along with 4 marksman observers. In 2021 seven officers were added to CERT and in 2022 four more officers were added. In 2022, IMCC CERT Academy was developed to acquire skills for new team members.

All members are certified in a multitude of tactical aspects of Corrections including advanced chemical agents, disturbance control, high risk escorts, three different weapons systems, electronic immobilizing devices, cell extractions, building clearance, hostage negotiations, and more. We implemented training on a new device identified as the ORT (Obstruction Removal Tool). The ORT allows a cell entry team to introduce chemicals into a cell in the event that there are items blocking entry points. CERT also perform a variety of day to day officer duties including working units, verbal de-escalation, supervising yards, etc.

IMCC houses a variety of populations requiring IMCC CERT to be very adaptable and versed in tactical responses but understanding most situations can be resolved by communication and rapport without the use of force. The mix of experience and knowledge that IMCC CERT possess makes them an invaluable asset to the institution and DOC as a whole.

IMCC CERT also works alongside our Crisis Negotiation Team (CNT) during trainings and institutional crisis situations. Both teams had members attended the statewide emergency preparedness (EP) training in Clarinda in May 2022 to practice and improve skills. Picture below:



Crisis Negotiations Team (CNT)

Iowa Medical and Classification CNT added nine new members in FY22 and they have been a great asset. New members are Karissa Rizzo, Jessica Lang, Todd Pearson, Breanne Unkrich, Erin Gatewood, Zachary Hughes, Jason Kirk, Wayne Walker and Taylor Hull. The team also had a change of leadership beginning September 21, 2021 with Jessica Melvin as the new Team Leader and Shakira Gonzalez being the new Assistant Team Leader.

The CNT Conference was held in Council Bluffs in September, 2021 and IMCC received 6th place out of 14 teams. IMCC CNT and CERT also participated in a dual training in October, 2021 with other facilities statewide where we completed scenarios such as unit takeovers and riot control.

IMCC CNT was busy with training throughout FY22 consisting of IMCC bus training scenario with CERT members, EP training at the old Iowa State Penitentiary and statewide training for CNT/CERT all over the state for emergency hostage/crisis situations, training with Cedar Rapids Police

Department as a joint training to see how responses are done, EP training at Clarinda Correctional facility and statewide training for CNT/CERT all over state for emergency hostage/crisis situations, and a quarterly training was held in June and Bre Unkrich did a presentation on mental illnesses: being able to recognize/identify the disorders, effective techniques for speaking/negotiating with I/I's, learning how to implement a trauma-informed approach for crisis intervention. After Bre's presentation we did cell front scenarios based off of CIR's from our institution that dealt with mental illnesses we discussed in the earlier presentation.



TRAINING

The Iowa Department of Corrections Learning Center uses a software-based program for training and learning programs to track in-house as well as external training. The Learning Management System (LMS) utilizes this program for deliverance of required annual IDOC mandatory courses. This program also allows the adult learning concepts theory for more interactive training. This program is an integrated software used for creating, delivering, tracking, and reporting IDOC required courses and outcomes. It can be used to support traditional face-to-face instruction, as well as blended/hybrid sessions. The IDOC Learning Center uses the LMS software to plan, implement, facilitate, assess, and monitor learning within the IDOC.



The required quarterly e-learning modules within the fiscal year are then uploaded by the Learning Center within the LMS, an email is sent out with e-learning module titles and end dates. Staff are then given two opportunities to complete the test at the end of each module. If there are issues with the modules or modules not passed, an email needs to be submitted to me with description of the issues within the module and reasons for needing to retake a failed module. I then submit a request for reset of tests and or to look into the issues within that module.

Our Institution used on-shift training sessions to conduct annual mandatory hands-on personal safety training. We were able to conduct classes after lifting of Covid restrictions mid fiscal year. These classes conducted by our own in-house personal safety instructors are quarterly two-hour sessions for all staff. Within in these sessions Instructors review use of force policy and emphasis the importance of de-escalation and communication while working with Incarcerated individuals. We utilize Google sheets for non-security staff to sign up for classes to avoid work/training conflict within our facility.

FY22 Firearms annual recertification training held for designated Security Staff, Transport, and CERT Team members conducted in the month of September of 2022 with no Covid restrictions. Our Weapons Instructors reviewed the Use of Force policy, Iowa code, Escape plan, range safety and conducted weapons familiarization with our weapons simulator before qualifying staff with live fire qualifications. The qualifications for live fire is held at Anamosa

State Penitentiary range and Cedar Rapids Police department range. Security Perimeter Officers who are required to obtain a weapons certification were trained in the use of a shotgun; Transport Officers received training in the shotgun and pistol, and CERT Staff received training in shotgun, pistol and rifle.

New employees attended our in-house New Employee Training/New Employee Orientation training conducted through the LMS, which provided an overview of Iowa's Correctional System concepts, structure, mission, and operations. This was done with e-learning modules, instructor led courses, and Hybrid course. Hybrid courses were implemented within the fiscal year of 2022. Hybrid learning combines both online, traditional learning, and development methods adapting to everyone's learning preferences. This style of learning makes it easier to monitor learners and make sure that they have the knowledge and skills to perform their tasks correctly. Hybrid learning gives learners the freedom to engage with their course materials at their learning pace and on their own terms, whether online or in-person. As a result, learners are able to participate more in the training and retain information at a much higher rate. The face-to-face element of hybrid learning allows fun activities like role-play scenarios, FAQ sessions, and polling. The online aspect allows gamify our training materials and even add game-like elements for a more fun and exciting learning experience. IMCC has held a NET Training session monthly though the FY22 with positive feedback from new employees about the new learning method.



CPR training is still being conducted by new staff and professional rescuers only as restrictions were still being implemented for a large portion of FY22 per American Heart Association.

Fire Safety training conducted for all staff by having a three station set up. The first station was a question and answer involving the policy, procedure, and emergency preparedness plan. Second station was showing us how and where to find the fire response plan, doing a feedback session about general information within the plan, and incorporating Incident command System when confirmed fire has been announced. Third station was hands-on training with our Bullex simulator system if not comfortable with how to operate/handle a Fire extinguisher.

Business Office

Associate Warden of Administration Ty Doermann supervises the Business Office. Business office staff includes Carol Manternach, Purchasing Agent 2, Laurie Hebl, Budget Analyst 2, Sarah Ressler, Purchasing Assistant and one open position for an Accounting Clerk 2. The Business Office staff handle day to day operations including purchasing, procurement, release of incarcerated individuals, bill paying and budget. FY2022 budget was \$63,979,258.

FINANCIAL INFORMATION

	Department Revised Budget	Actual Resources & Expenditures	Percent of Budget
Resources Available			
Balance Brought Forward - General Fund	3,646	3,646	100.00%
Appropriation	63,688,978	63,688,978	100.00%
Federal Support	1	-	0.00%
Intra State Receipts	149,971	1,757,198	1171.69%
Transfers - Other Agencies	91,662	801,167	874.05%
Fees, Licenses & Permits	45,000	72,792	161.76%
Refunds & Reimbursements	-	120	---
Total Resources Available	63,979,258	66,323,902	103.66%
Funds Expended and Encumbered			
Personal Services-Salaries	49,269,267	48,980,781	99.41%
Personal Travel (In State)	58,905	136,114	231.07%
State Vehicle Operation	121,700	127,809	105.02%
Depreciation	1	-	0.00%
Personal Travel (Out of State)	1,705	3,143	184.35%
Office Supplies	54,503	66,099	121.28%
Facility Maintenance Supplies	180,501	292,885	162.26%
Equipment Maintenance Supplies	175,700	92,841	52.84%
Professional & Scientific Supplies	248,700	451,174	181.41%
Housing & Subsistence Supplies	263,200	209,961	79.77%
Ag,Conservation & Horticulture Supply	4,500	22,600	502.22%
Other Supplies	70,102	68,775	98.11%
Drugs & Biologicals	8,556,620	9,447,220	110.41%
Food	1,174,930	1,479,459	125.92%
Uniforms & Related Items	191,602	169,377	88.40%
Postage	23,101	24,262	105.02%
Communications	71,501	69,734	97.53%
Rentals	73,401	52,284	71.23%

Utilities	1,137,750	1,352,207	118.85%
Professional & Scientific Services	186,004	210,438	113.14%
Outside Services	221,005	1,226,828	555.11%
Intra-State Transfers	1		0.00%
Advertising & Publicity	1	32,851	3285145.00%
Outside Repairs/Service	313,865	247,572	78.88%
Reimbursement to Other Agencies	664,087	693,587	104.44%
ITD Reimbursements	386,821	387,698	100.23%
IT Outside Services	200		0.00%
Transfers - Other Agencies Services	801	1,221	152.43%
Equipment	14,504	28,750	198.22%
Equipment - Non-Inventory	3,505	31,823	907.94%
IT Equipment	87,472	120,098	137.30%
Claims	1		0.00%
Other Expense & Obligations	423,302	293,269	69.28%
Licenses		21	---
Total Support	14,709,991	17,340,100	117.88%
Grand Total Expenses	63,979,258	66,320,880	103.66%

Average Daily Costs

IMCC - **INCLUDING** Pharmaceutical (Drug) Expenses

Total Expenditures	Average Daily Population	Annual Cost	Average Daily Cost
\$66,320,880.30	889.08	\$74,594.95	\$204.37

IMCC - **EXCLUDING** Pharmaceutical (Drug) Expenses

Total Expenditures	Average Daily Population	Annual Cost	Average Daily Cost
\$56,873,660	889	\$63,975	\$175.27

Dietary Department

The Dietary Department at IMCC is staffed by a Food Service Director III and 13 Food Service Coordinators, as well as approximately 50 Incarcerated Individuals.

- 1,065,321 total meals were served.
- Average cost per meal - \$1.26
- The garden was plentiful and produced 104,788 pounds of fresh produce.
- Dietary was preparing and training for the new meal tracking system with Food Service Icon which will roll out with the next fiscal year.
- The inventory is also moving into the Food Service Icon system.



FY 2022 Obstacles:

- Rising food cost and supply chain issues that continue from the Covid pandemic.

Information Technology Department

- Emergency facility firewall replacements.
- Scheduled replacement for VPN firewall
- Changed out Creative door control systems in Master and unit bubbles.
- Fixed wireless network connectivity in the SNU by changing/adding additional coverage.
- Received a large number of laptops via grant money and changed a number of users to mobile for more effective job coverage.

Personnel Department

During FY22, IMCC's two staff in Personnel:

- 120 staff left IMCC (retirement, voluntary, involuntarily)
- 128 new Hire, transfers, and promotions were processed
- IMCC tracked FMLA cases based on Reed Group and DAS communications
- Successfully processed payroll for approximately 432 employees.
- Began utilizing Workday in September 2021. Workday is a streamlined HR and finance system that took over a variety of types of systems used in the Personnel office (HRIS, Iowa Benefits, etc.
- Assisted with COVID tracking, communicated with staff regarding the MAP, continued to utilize an internal tracking system for staff who were unable to work due to COVID-related situations.
- Work comp cases were addressed/processed
- Educated staff on payroll and leave procedures/policies. Trained staff on how to use Workday.
- Communicated benefit information to staff.
- Utilized the Neogov system for employment recruitment.
- Filled positions for position openings, ranging from maintenance, medical, administrative, treatment, counseling, security and supervisory positions

Maintenance

- Removal of the last of the old water cooled compressor condensers in the basement. New air cooled units were installed in the old boiler room to service Dietary's cooler and freezers.
- Two new hot water boilers were installed in the old boiler room to supplement hot water heat and reduce load to Power House boilers.
- Removal of underground gas tank and relocating of above ground tank was installed.
- Over 95% of Hi mast have been converted to LED.
- Moved Education, Annex, Counselors, Central Records were all moved and Fingerprint room was moved to Old Intake.
- The drainage ditch was cleaned and reshaped to allow water flow on North side of the grounds.
- Updated fiber converters to phone system.
- Moved the Hospice rooms to infirmary rooms 15 and 17.
- Updated all P.C for continued door control, 11 in total.
- Reinforced glass with bars in SNU tunnel.
- Added rock to North interior fence.
- Garden produced 108,570 lbs. of produce from the garden.
- Curbs were all painted.
- Table and benches were anchored in yards.



CENTRAL RECORDS

Central Records staff are responsible for several different functions in the Iowa system. The Department consists of 3 Administrative Assistants and 6 Clerk Specialist. Here is a summary of a few things the records staff do on a daily basis:

Process Intake Packets

- Run criminal history and warrant/no contact order check on incoming Incarcerated Individuals.
- Use Iowa Courts Online to retrieve the trial information, minutes of testimony and sentencing orders for all cases sentenced to prison.
- Enter charges into supervision status.
- Enter charges into time computation to determine the length of sentences.
- Make a generic note for all other pending cases and for every case that has been sentenced in the past two years.
- Add case numbers into our tracking database on those cases still pending.
- Request jail credit for all sentences that Incarcerated Individual had been sentenced to jail within the last two years to make sure that case has been served. If not, run case concurrent to prison sentence.
- If Incarcerated Individual has active warrant, request a copy from the county to see if they wish to place a detainer on the Incarcerated Individual. If they do, write letter to the county and the Incarcerated Individual to notify them of the hold.
- If Incarcerated Individual comes in with a Social Security Card, Driver's License or Health card, make generic note and add the SS info into ICON to notify others that the card is on file.
- Verify all information in ICON is correct.
- Review sentencing order and if errors are discovered, contact the county attorney or judge to get corrections made.

Additional Sentences

- Additional sentences come from either our tracking database or directly from the counties.
- Obtain documents from Iowa Courts Online and enter charges into ICON.
- Update time computation to reflect the additional sentence added.

In State and Out of State Warrants

- Come in with intake packet or is faxed/mailed to us from the counties.
- Update notifications to place the detainer on an Incarcerated Individual.
- Write detainer letter to Incarcerated Individual and county to notify them of the detainer placement.
- If Incarcerated Individual is at another institution, make detainer notification and mail the warrant to the institution.

Jail Credit

- Counties fax, email or send jail credit slip with Incarcerated Individuals.
- Enter the jail credit into time computation to give the Incarcerated Individual the credit for time served in jail.
- Follow the law and the judge's orders on how and when to give credit for time served.

Other duties include

- Patient visiting approvals
- Property tracking
- Background checks on visitors and new employees
- Entering in residential credit or time loss
- Research of all paperwork coming from intake that is not related to incoming Incarcerated Individual packets.
- Answering all records department phone calls.
- Complete a check-off list for all Incarcerated Individuals being released from IMCC in order to make sure there is nothing prohibiting an Incarcerated Individual from leaving.
- Be proficient in the Iowa Codes and how mandatory minimums are applied to certain offenses.
- Use the mandatory minimum reduction sheet to calculate the reduction of mandatory minimums.
- Judges have the ability to reduce the minimums. Records staff need to know when offenses have an automatic mandatory minimum.

Often the sentencing orders will have errors. If mistakes are found, contact the county attorney and or the judge. Request the attorney or judge make the corrections to the orders so that we follow the Iowa Code.

As of August 2012, all Incarcerated Individual records are now paperless. All record offices have access to the Laserfiche computer system where old files are imaged into the database.

Employee Unity and Wellness Committee:

The Employee Unity and Wellness Committee has gotten back into the swing of providing free ice cream, payday popcorn and having fundraisers this past year. They are a dedicated group whose goal is to make working in the Department of Corrections a little easier and less stressful. During Correctional Workers Week in May 2022 the committee gave away two \$500 scholarships to a dietary staff member and one of our own nurses. The committee held a couple DOC-wide clothing sales, which were very successful. The committee also sent out \$80.00 in baby births and \$440 for death memorials.



Overall, the Employee Unity and Wellness Committee has been striving to keep the morale of staff up with monthly events of free ice cream, fundraising, grill outs and more. They brought back the annual chili cook-off which was a great turnout.

IMCC Food Drive Committee:

The Food Drive Committee has had a busy 2022! We were so happy to have the approval to begin food sale fundraisers again, so thank you Warden Heinrich for allowing that. Over the course of this year we had 3 bake sales, a nacho sale, a baked potato bar, pizza by the slice and sold the pumpkins that were grown here at IMCC. We also collected money from the parking spot raffles each month and received a huge donation from the inmate groups. Our goal this year was \$3000 and we were able to raise almost \$4000!!!

Because of the generous donations from staff and inmates we were able to donate even more money than we usually do to the surrounding school districts to help support underserved children and families. A total of \$3950 was donated to West Liberty, Prairie Delta, Clear Creek Amana, Solon, Hills and Marion community school districts.

A huge thank you to all of the staff and inmate groups that supported us and made this happen.

Dog Program



The IMCC dog program continues to collaborate with Retrieving Freedom (RFI) to train service dogs that serve the needs of Veterans and children with Autism. The incarcerated individuals at IMCC are responsible for around the clock training and caring of the dogs. The program averages eight dogs and the length of stay for the dogs is determined by their progress and foster placement.

The handlers continue to focus on training the dogs so that they can be utilized to improve the lives of the people they are placed with. In June 2022, three RFI dogs who began their training at IMCC were successfully placed with veterans. Tommie, Lyric, and Vera were all placed with clients to begin their journey as service dogs.

The IMCC dog program is honored to have such a rewarding program that contributes to the success of incarcerated individuals and individuals in the community.



STAFF SPOTLIGHT

EMPLOYEES OF THE QUARTER

July 2020 - September 2020

Andrea Voyek, Re Entry Coordinator
Kim Quach, Nursing Unit Coordinator
Curt Saland, Food Service Coordinator

January 2021 - March 2021

Craig Gobush, Electrician
Karissa Rizzo, Secretary 1
Josh Klaaren, Correctional Officer

October 2020 - December 2020

Beatriz Tapetillo, LPN
Becky Kurka, Clerk Specialist
Alex Jensen, Correctional Officer

April 2021 - June 2021

Amber Bates, Registered Nurse
Alisson Deysie, Correctional Officer
Hannah Ferin, Psychologist

EMPLOYEES OF THE YEAR

IMCC Rookie Correctional Officer of the Year

Gabbie Spenler

IMCC Correctional Officer of the Year

Claire Myli

Health Care Worker of the Year

Amber Bates

IMCC Correctional Worker of the Year

Karissa Rizzo

IMCC Supervisor of the Year

Cassie Cass

IMCC Holiday Celebration

IMCC held its Annual Holiday Celebration within the institution. Staff breakroom was decorated for the holiday including a Christmas tree. The Executive Team provided hot cocoa, chips, chocolates, cookies, mini candy bars, Jersey Mike's, an ice cream topping bar, pie and ice cream. The Employee Unity and Wellness Committee provided walking tacos for a day.

Correctional Worker Week

Correctional Worker's Week was celebrated with ice cream cones, hamburger/brat grill out with chips, cookie and pop, Jersey Mike's sandwiches and flavored popcorn and seasonings. The Employee Unity and Wellness Committee (EUWC) provided walking tacos for staff. A ceremony in the gym was held for Length of service and employee of the year awards. Water bottles and clip-on lanyard holders were given out to IMCC staff.

5 Years of Service

Heather Gerard	Kyle Parks
Garrett Young	Randi Williams
Ryan Lee	Mark Fortson
Aaron Meader	Alexander Jensen
Ruth Beltz	Carlos Trevino
Xiang Yu	Chloe Schmidt
Stephanie Schmidt	Linda Bellinghausen

10 Years of Service

Stacey Good	David Alexander
Christine Bonfig	Mark Krugle
Mitchell Sherman	Bailey Kearney
Clarissa Allen	Brandon Ryan

15 Years of Service

Scott Pearson	Mark Linde
Ryne Tope	Troy Delsing
Brian Burch	Brian Rickels
Cory Arduser	Steven Burns
Amanda Jones	Dennis Deford

Dennis Bush	Justin Gilbert
Daniel Bonner	Michael Boner
Brenda Broulik	Abigail Barrera
Luke Roberts	Christine Kleiber
Ben Gulick	Reathel Jeune
Zachary Rigdon	Jennifer Mains
Douglas Warnock	Kevin Wilson
Brian Kessens	Gary Jensen
Daniel Ware	Ethan Kroemer
David Forbes	Jetaun Aidoo
Sarah Begey	Ty Doermann
Michael Doe	Tammy Kuhn
Tammi Smith	Ann Schwartz
Robin Williams	Wesley Strickler
Brian Corrigan	Sarah Ressler
Laura Bontrager	Blake Rowley
Adam Pock	Brandi McKenna
Craig Bandy	Duane Brenneman
Lynn Knight	Kristian Geater
Bradley Pannell	Nicholas Ferin
Stacie Anderson	La Shanta Boyce
Gregory Hotsenpiller	Julie Schropp
Josefina Hizon	Christine Garling
Jason Houston	Colleen Shay
Amber Martinson	Karin Panther
Damian Gilbert	Kenneth Pirc
	Sandy Reuther

20 Years of Service

Curt Saland	Brian Bender
Joseph Hammons	Andrew Seydel
Gerald Neff	Derrick Byal
Joy Cook	William Melton
Michael Heinricy	Chad Kerker
Shirley Behrens	Audra Burns

25 Years of Service

Larry Hingtgen	Pam Fluharty
Wayne Loveland	Thomas Brundage
John Robe	James Lucy
Jason Clasen	

30 Years of Service

Brian Chapman	Steve Koffron
---------------	---------------

35 Years of Service

Bruce Thomas	James Hillyer
--------------	---------------

40 Years of Service

Paul Waldschmidt	
------------------	--