



IMCC ANNUAL REPORT 2023

*2700 Coral Ridge Ave.
Coralville, IA 52241*

319-626-2391

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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 Executive Team

Warden - Mike Heinrichy

Deputy Warden - Mike Kane

Correctional Security Director - Derek Rickels

Correctional Security Manager - Steve Koffron

Correctional Treatment Director - Janie Mendez

Treatment Services Director - Jennifer Smith

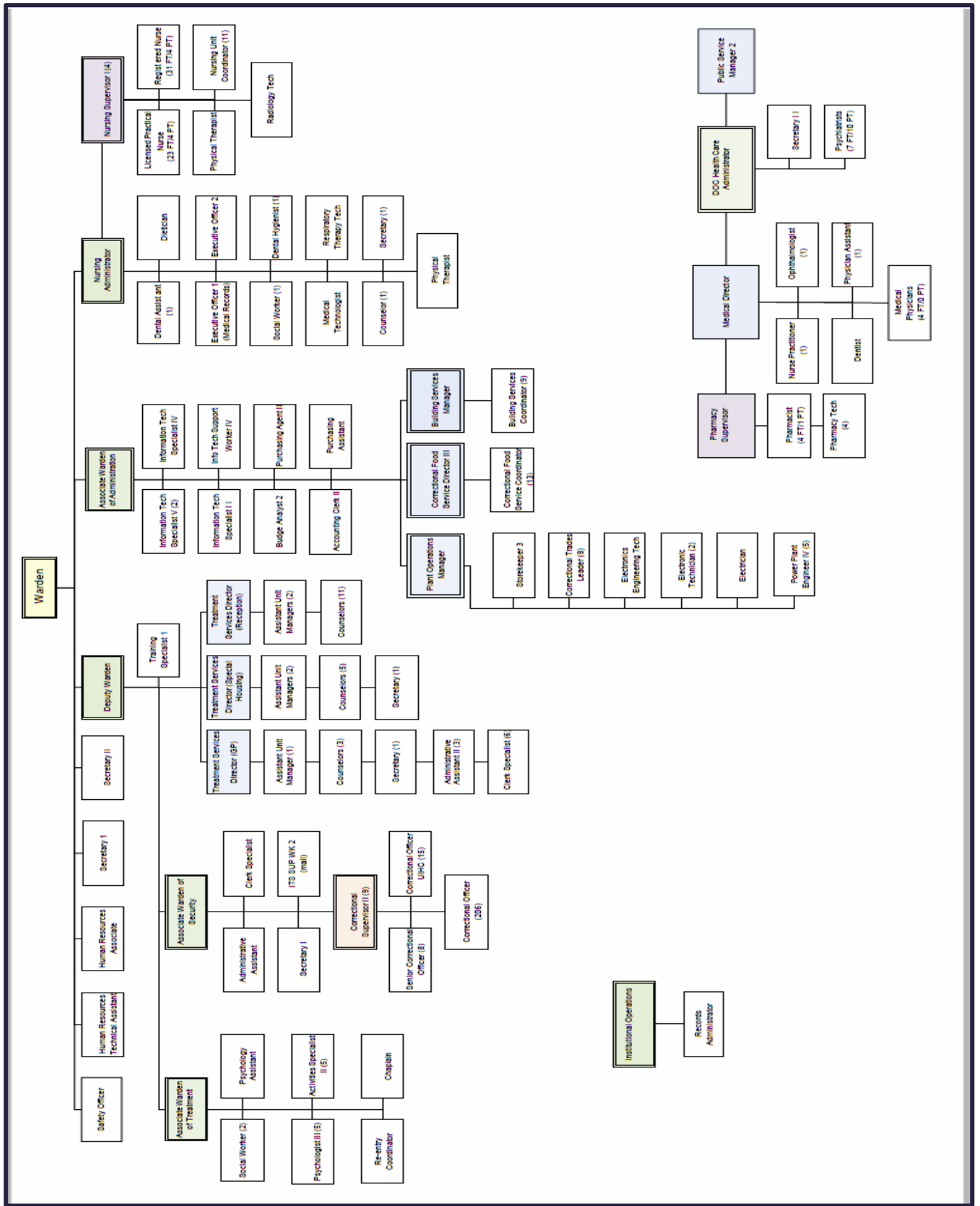
Treatment Services Director - Cassie Cass

Treatment Services Director - Stuart Kimball

Business Manager - Ty Doermann

Administrator of Nursing - 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.

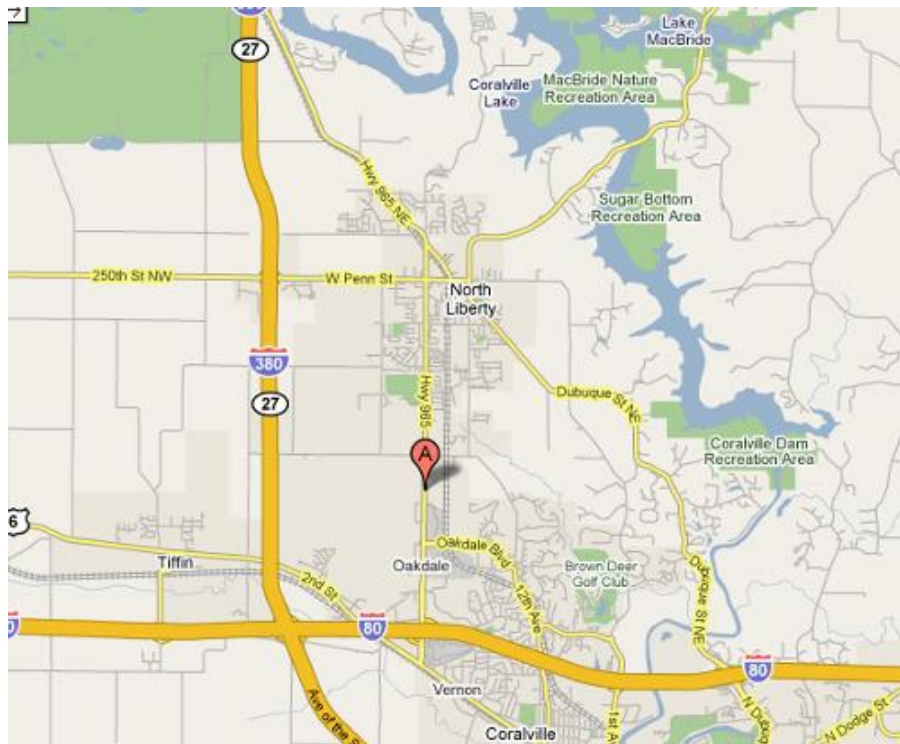
2021 - The Covid-19 pandemic continues to be the topic of conversation in FY21. Visits for the men incarcerated are done via the virtual setting, quarantining for both staff and the men incarcerated at IMCC continues when necessary, and face masks continue to be worn in certain areas of the facility. 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.

2023--Hiring staff and retaining staff continues to be a huge focal point this year. We continue to do everything we can to market our facility and fill positions as well as retaining the staff that join our team. Our team of dedicated staff continues to strive to work through and challenges thrown their way in an effort to fulfill the department's mission of Creating Opportunities for Safer Communities.

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 for various reasons such as medical, treatment, and security needs. 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 and 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 including ACTV (Achieving Change Through Value-Based Behavior), Moral Reconciliation Therapy

(MRT), apprenticeship opportunities, the Dog Program and college credit classes. 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

The Youthful Incarcerated Individual Program houses young men under the age of 18 that have been sentenced as adults. The youthful incarcerated individual program offers structure, stability, prepares youthful incarcerated individuals for transition back to the community and prepares individual to appropriately adapt to the adult prison environment. Education classes through Kirkwood Community College to allow Youthful Incarcerated Individuals to continue to work toward their HiSet. Treatment classes are available for youthful incarcerated individuals including Moral Reconciliation Therapy (MRT), and social skills groups. Youthful incarcerated individuals are kept separate from the adult incarcerated individual population, and participate in on unit activities, as well as off unit activities such as going to the gym and yard.

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 last year we welcomed the return of 3rd & 4th year medical residents. Medical residents complete Reception physicals. 3rd & 4th year Psychiatric residents continue to provide mental health care to IMCC patients. We continue to work with area colleges to provide opportunities for internships for multiple programs.

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.



For our staff, IMCC has added a Lactation room that provides privacy in a home like environment in support of transitioning mothers back to work.

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

In 2022-2023 IMCC had a total of 6 high school equivalency diploma completions with no registered fails. This resulted in a 100% pass rate. During this time, 2 high school diplomas were completed.

Subject	Number of Tests	Number of Fails	Average Scores	Passing Rate	Last year's Pass Rate
Writing	6	0	12	100%	100%
Social Studies	5	0	17	100%	100%
Science	4	0	15	100%	100%
Reading	13	0	13	100%	92%
Math	12	0	12	100%	94%
Total	40	0	14	100%	94%
Completions	6	0		100%	%

Literacy & ESL

The Literacy programs recorded a total of 7 completions this year with 23 participants. A competition was achieved by scoring 228 or higher on the CASAS test for reading. This program recorded 1172 total contact hours.

There is currently no ESL program at IMCC.

Vocational Education

Vocational education classes in computer literacy, Microsoft Office, Start Your Own Business, and OSHA 10 were offered.

There were 30 completions

Special Education

A total of 31 individuals participated in Special Education programs at IMCC in 2022-2023. The department recorded 359 total contact hours in special education. The department has a 0.5 FTE special education instructor on a school year (August to May) contract.

Testing and Assessments

Incarcerated individuals receiving educational services were given CASAS tests administered by education staff to determine their educational needs. CASAS tests were also given to measure student progress in mathematics and reading. Incarcerated individuals needing pesticide tests were tested as well. Total hours for all testing listed above were 402.

Staffing

- The department assistant in November.
- A new department assistant was hired as department assistant in January.
- There is a demonstrated need for a part time ESL instructor at IMCC.

Apprenticeship Program

We have 11 incarcerated individuals who are enrolled in the apprenticeship program. Programs that are involved: Electrician, Plumbing, Maintenance, Audio Video Repair, and Welding at this time. Apprenticeship offerings included: baker, barber, cook, electrician, housekeeper, industrial sewing machine operator, job printer, maintenance/repairer/builder, painter, plumber, upholsterer, welding.

SECURITY

When fully staffed the Security Department is comprised of approximately 241 Correctional Officers, 11 Senior Correctional Officers, 13 Captains, 2 Clerk Specialists, 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.

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 2 buses, and multiple transport vans to move incarcerated individuals around the state and sometimes beyond the border of Iowa.

Additionally IMCC has been the New Employee Training site for the Eastern Iowa institutions. Security staff from IMCC have provided insight, knowledge and leadership in getting new DOC employees started in their new positions and possible careers.

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)

There are currently 22 members on IMCC CERT, 4 marksman observers, Commander and Assistant Commander. We are currently in the process of adding another group of up to 10 members which will be fully trained here in the near future.

IMCC CERT goes through annual training as well as throughout the year to maintain a high standard in a variety of skills. Most training is instructed by Tactics Instructors which have been appointed to become subject matter experts. CERT receives training in advanced chemical agents, high risk escorts, cell extractions, disturbance control, building clearance, hostage negotiations, and electronic immobilizing devices. This year we have implemented a new brand of electronic immobilizing devices which all CERT has been trained to use. The ICE Shield is a newer version of our older electronic capture shields and we've added the Band IT system which can be applied to the forearm, thigh, or calf area giving CERT a wider range of options for disruptive, uncooperative incarcerated individuals.

IMCC continues to house a wide variety of incarcerated individuals and all staff are doing an excellent job of adapting to these individuals. IMCC Cert specifically goes through extensive training and maintains this standard in order to deal with situation on a daily basis. CERT is expected to handle any and all incidents that might occur which makes them an invaluable asset to not only IMCC by all facilities in the IDOC.

One event that takes place each year is the annual Emergency Preparedness (EP) training. This training consists of CERT and CNT teams from across the state. This training provides all members within the IDOC hands on experience to handle crisis situations in the event something were to happen. In April of this year we were lucky enough to send about half of CERT and CNT to participate in this training.



Crisis Negotiations Team (CNT)

Iowa Medical and Classification CNT added seven new members in March of FY23 and they have been a great asset. New members are Connor Meggitt, Alisson Deysie, Devan Worthington-Bentley, Scott Hutchinson, Alexander Jiras, Hannah Raebel and Claire Myli.

IMCC CNT was busy with training throughout FY23 beginning with Quarterly training with the entire team, IACNA Negotiators Competition. CNT sent one member to MCTC Level 1 Crisis/Hostage Negotiation Training, sent 4 members to FBI Level 1 Crisis/Hostage Negotiation Training, sent 3 members to MCTC Level 2 Crisis/Hostage Negotiation Training. The team attended Emergency Preparedness Training for CNT/CERT at the Iowa State Penitentiary and had Quarterly training in May with the entire team presenting new members. From July 2022 to July 2023 IMCC CNT had a total of 198 cell front negotiations. Of the 198 negotiations, 176 are compliant with CNT and 22 were non-compliant with CNT and CERT took over.



TRAINING

IMCC is a multi-faceted facility due to the many different incarcerated individuals housed within our institution. The housing ranges from general population, reception programming, youthful incarcerated individual housing, behavioral units, medical services units and a licensed Forensic Psychiatric Hospital. Due to the many areas come several different needs. This is where training plays an intricate part to our daily functions to help keep our facility within regulations, policies, and procedures required by IDOC and other outside agencies.

We are able to track a lot of our training through a new software application called LMS for short, the learning management system, which is a software application that provides the framework that handles all aspects of the learning process. This system it is where you house, deliver, and track your training content. The LMS is designed to make life easier for those in charge of training and development. This system allows for identifying and assessing individual and organizational learning goals, tracking progress toward meeting those goals and collecting and presenting data for supervising the learning process.

The Iowa Corrections Learning Center utilizes the Learning Management System (LMS) to deliver most of our annual IDOC mandatory courses by the process of e-learning sessions. The required quarterly e-learning sessions within the fiscal year are sent by email to the outlying sites by the Learning Center. Once received an email is sent to all affected staff with e-learning module titles and end dates. Staff have two opportunities to complete the test at the end of each module. If there are issues with the module or modules not passed, an email needs to be submitted to the training specialist with description of the issues within the module and reasons for needing to retake a test if failed. The training specialist then submits a request for reset of tests and or to look into the issues within that module.

New employees attend the New Employee Training (NET). This is held in two locations. These locations are at IMCC and the training center in Des Moines. The IMCC site had their first centralized NET in January of 2023.

To host two sites the minimum attendance needs to be 15 new staff members and the max 30 new staff members. This almost three week training session provides an overview of Iowa's Correctional System concepts, structure, mission, and operations. This is conducted 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, 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 NET staff also have forty hours of computer base and in person training covering Prison rape elimination act, ICON, and policies and procedures.

FY23 Firearms annual certification require all personnel authorized to use firearms shall receive appropriate firearm training. This training shall cover the use, safety, care, and constraints in the use of firearms. All authorized personnel shall be required to demonstrate competency on at least an annual basis. Training for designated Security Staff, Transport, and CERT Team members was held in the months of August/September of 2023. Our weapons instructors reviewed the Use of Force policy, Iowa code, Escape plan, range safety and conducted weapons familiarization with our weapons simulator and classroom sessions before allowing staff to qualify with live fire. The qualifications for live fire is conducted at Anamosa State Penitentiary range and Cedar Rapids Police department range. Security Perimeter Officers who are required to obtain a weapons certification where 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.

We started conducting our CPR/AED classes for supervisors, managers, institution instructors, and staff that had any contact with incarcerated individual as Covid restrictions lifted. This fiscal year we were able to provide five-hour recertification in Heartsaver classes for non-medical staff and two-hour recertification with Basic Life Support for our medical staff. The course consisted of viewing the American Heart Association videos on CPR/AED, and first aid. The requirement to receive a certificate consist of accurate demonstration of CPR/AED skills.

Our Institution uses on-shift training sessions to conduct annual mandatory defensive tactics training. These classes conducted by our own in-house defensive tactics 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, communication, and professional

boundaries, while working with Incarcerated individuals. All affected personnel shall be trained in approved methods of defensive tactics and the use of force Policies/Procedures.

The Department of Administrative Services offered the training course preventing sexual harassment through its Performance and Development Solutions (PDS) program site. This course was then uploaded into the LMS as an e-learning for state wide tracking. All staff at IMCC completed this training within 30 days of the e-learning module being implemented. After completion of this course, staff should be able to define types of sexual harassment, definition of Iowa's laws and policies about sexual harassment, and how to report incidents and retaliation of sexual harassment.

In April FY23, staff enroll in the Federal Emergency Management Institute (FEMA) site to obtain their required certificates based on their job classification. Our facility meet the required deadline for the all staff FEMA certificates and over 90% for the next level required certificates due in FY 24. All new hires complete their certificates within their first week of employment to stay ahead of IDOC requirements.

We held Talk Saves Lives-Suicide Prevention in the Correctional Environment and Bloodborne Pathogen classes together as to not create two separate times/dates for staff. This helped with not creating over time as well as just good old time management for all involved.

An orientation/training session is completed with Volunteers/Contractors. Training provided to volunteers will cover, confidentiality of incarcerated individual's information, PREA, IDOCs zero tolerance policy regarding sexual violence and harassment, diversity, limitations of their responsibilities, professional boundaries

The mission for the upcoming FY 24 is to be in compliance with all training requirements as if Covid never happened. With training restrictions completely lifted, more technology driven courses, and help from all involved we should be back to normal operations for all required training.

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 Alexis Bryson, 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

Resources Available			
Appropriation	56,250,842	56,250,842	100.00%
Federal Support	1	-	0.00%
Intra State Receipts	92,332	356,789	386.42%
Transfers - Other Agencies	-	152,596	---
Fees, Licenses & Permits	45,000	56,982	126.63%
Total Resources Available	56,388,175	56,817,210	100.76%
Funds Expended and Encumbered			
Personal Services-Salaries	49,422,599	48,981,826	99.11%
Personal Travel (In State)	58,905	117,728	199.86%
State Vehicle Operation	171,700	152,469	88.80%
Depreciation	1	-	0.00%
Personal Travel (Out of State)	1,705	10,317	605.09%
Office Supplies	54,503	81,572	149.66%
Facility Maintenance Supplies	230,501	345,438	149.86%
Equipment Maintenance Supplies	175,700	91,291	51.96%
Professional & Scientific Supplies	323,700	582,264	179.88%
Housing & Subsistence Supplies	263,200	255,191	96.96%
Ag,Conservation & Horticulture Supply	4,500	18,721	416.01%
Other Supplies	70,102	151,443	216.03%
Printing & Binding	-	68	---
Food	1,324,930	1,658,779	125.20%
Uniforms & Related Items	191,602	197,616	103.14%
Postage	23,101	(480)	-2.08%
Communications	71,501	73,995	103.49%
Rentals	100,401	48,797	48.60%
Utilities	1,287,750	1,368,664	106.28%
Professional & Scientific Services	186,004	219,743	118.14%
Outside Services	326,891	356,168	108.96%
Intra-State Transfers	1	-	0.00%
Advertising & Publicity	1	11,223	1122308.00%
Outside Repairs/Service	265,532	390,379	147.02%

Reimbursement to Other Agencies	820,385	819,477	99.89%
ITD Reimbursements	386,821	446,128	115.33%
IT Outside Services	200	-	0.00%
Transfers - Other Agencies Services	801	589	73.53%
Equipment	16,015	1,511	9.43%
Equipment - Non-Inventory	3,505	49,080	1400.29%
IT Equipment	183,826	56,784	30.89%
Claims	1	-	0.00%
Other Expense & Obligations	423,302	310,877	73.44%
Support Totals	6,967,087	7,815,831	112.18%
Grand Total Expenses	56,389,686	56,797,657	100.72%

PRISON AVERAGE DAILY COST - FY23				
Prison	Total Expenditures	Average Daily Population	Annual Cost	Average Daily Cost
ASP	\$37,545,454.08	945.21	\$39,721.81	\$108.83
CCF	\$27,803,040.06	985.83	\$28,202.67	\$77.27
FDCF	\$33,147,195.92	1163.11	\$28,498.76	\$78.08
ICIW	\$25,476,537.97	664.58	\$38,334.79	\$105.03
IMCC	\$56,797,657.26	854.35	\$66,480.55	\$182.14
ISP	\$44,332,190.87	727.32	\$60,952.80	\$166.99
MPCF	\$29,118,720.98	1082.93	\$26,888.83	\$73.67
NCCF	\$11,484,170.40	464.79	\$24,708.30	\$67.69
NCF	\$30,855,642.93	1216.06	\$25,373.45	\$69.52
Grand Total	\$296,560,610.47	8104.18	\$36,593.54	\$100.26

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.

- 1,019,784 total meals were served.
- Average cost per meal - \$1.47
- The garden was plentiful and produced 108,053 pounds of fresh produce.
- Food Service Icon became a priority by entering all recipes, inventory, etc. This paved the way for it to be fully utilized starting July 1, 2023.
- Food Service Director Lisa Nance transferred to IMCC in October after approval was given for her and Food Service Director Carl Rippenkroeger to switch locations.
- A Food Acceptability Survey was completed which led to some menu changes that have been well received.
- We continue to face the challenges of rising food costs and supply issues.



Information Technology Department

- June power outage took down master control and server room. Marc was in overnight helping Gobush and Harry get cameras and door control back up and running, then worked on getting the server room working again. Overall things went well, but there were some long-lasting effects to the facility's door control system.
- OCIO started a takeover of IT in the fall, but due to clerical errors was not completed until spring.
- Major Polycom upgrades done at the end of June. Unfortunately we found a bug that needed a patch. We are still waiting for the software patch from Polycom.
- Major network hardware outage that took the facility down and required full replacement at the end of June.
- New printer lease. All printers in the facility were swapped out with new product from the new lease holder in Feb.

- DOC NET training started at the facility in Feb. which took a revamp of the area in the powerhouse and swallowed up a bunch of time preparing.
- Food Service ICON meal ordering system went online in Feb.
- Replaced end of life Chromebooks in Visiting Room in March
- Due to an ICON problem, all PDAs in the facility had to be collected and reloaded in Feb.
- Due to the realignment coming in July we had to survey all PCs, laptops, servers, and network hardware in June.
- HiSet testing changes over the spring.
- Omnicell started updating Pharmacy label printers with Carmen in April.
- We lost our primary air conditioning for the server room in April, a temporary is in place and the replacement is due in roughly 20 weeks (November?).

Personnel Department

During FY23, IMCC's two staff in Personnel:

- 97 staff left IMCC (retirement, voluntary, involuntarily)
- 138 new Hire, transfers, and promotions were processed
- IMCC tracked FMLA cases based on DAS needs and directives
- Successfully processed payroll for approximately 458 employees.
- Continued to utilize and learn the WorkDay Human Resources system. 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.
- Created a spreadsheet to identify IMCC staff vacancies more efficiently.
- Created a spreadsheet to track and verify Nursing and Correctional Officer Recruitment bonuses and referral bonuses.

Maintenance

From July 1, 2022 through June 30, 2023 there were 3,724 written work orders received and addressed. The list below are projects that were completed throughout FY23.

- Dining hall front doors, back doors and double doors were secured and East West hallway card access was added.
- In the control centers, new keyboards were added for keys, restaurants, and tools.
- Tool control was consolidated and revised.
- New tools and shadow boards was added for dietary.

- Loads of rock was added to washouts. Inner fence poles were adjusted. The razor wire was repaired. Approximately 800 feet of sidewalk was removed and replaced with new concrete.
- The Employee Memorial Garden was renovated, cleaned up and a fountain was added.
- Dead records, an area in the Powerhouse, was converted to accommodate the New Employee Training (NET) classroom.
- Grading and concrete was poured to build six exercise pens on the West side of the SNU in the yard.
- The breakroom was painted. New lighting, cabinets and furniture was added to update the staff lounge.
- Officer station on A unit was removed and a raised work station and a power network phone was added.
- A new bus was purchased in August, 2022. All seats were removed, cages fabricated and installed as well as a new radio and GPS tracking system. The bus went on the road October 15, 2022.
- The two remaining old vapor power boilers were removed and two new Burnham boilers were installed.
- In the old boiler room two new 480 volt 200 amp motor starters were replaced.
- Installed hand off auto starts for all air handlers to allow air handlers to be ran by hand in the event we have false fire alarms shutting them down due to humidity.
- Section of concrete between VG1a and VG1 was removed, graded, formed and re-poured with 30 yards of new concrete.
- In the Visiting Room, carpet was pulled up and concrete busted and removed to excavate down to replace a large section of bad sanitary sewer floor. The floor was poured back and new carpet installed.



- Four backflow preventers were diagnosed failed and this was repaired or replaced.
- The T and V mechanical rooms 2" copper water main was replaced due to leaks.
- 40 feet of 4" copper water main was replaced in the tunnel.
- 120 feet of 4" condensate return was replaced with schedule 40 steel pipe.
- The East and West shower floor grates were removed to allow for better drainage and service to drain traps.
- Units A through F, lock up unit G/H, South Side units, Infirmary, old Hospice area, Reception Counselor area, Security office and all other offices within security area were all painted.
- Copper bundle tubes from steam water heater were pulled, descaled, repaired and replaced in both SNU and T/V mechanical rooms.
- IMCC continues to do all electronic repairs for televisions, headphones etc. for incarcerated individuals at all institutions.

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:



IMCC

EMPLOYEE UNITY & WELLNESS COMMITTEE

The Employee Unity and Wellness Committee has continued 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 2023 the committee gave away two \$500 scholarships, one to a staff member and another to a child of a staff member. The committee held a couple DOC-wide clothing sales, which were very successful. The committee also sent out \$100.00 in baby births and \$180 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.



IMCC Food Drive Committee:

The Food Drive Committee had one bake sale 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 in 2022 was \$3000 and we were able to raise almost \$4000. A total of \$3950 was donated to West Liberty, Prairie Delta, Clear Creek Amana, Solon, Hills and Marion community school districts in November of 2022.

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 can accommodate up to twelve dogs and the length of stay for the dogs is determined by their progress and future 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 2022, three RFI dogs who began their training at IMCC were successfully placed with veterans.

In July 2023, a new dog yard was constructed to fit the needs of the handlers and the dogs. The new dog yard will provide additional training space, new walking space, and adequate area for training and recreation.

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 2022 - September 2022

Diana Wenner, AA 1
Jennifer Dau, AA 2
Zoey Houtz, Correctional Officer

January 2023 - March 2023

Marianna Smith, Respiratory Therapist
Logan Thomas, Correctional Officer
Rich Stout, Store Keeper 3

October 2022 - December 2022

Shane Hartman, Counselor
Susan Caruthers, Correctional Officer
Garrett Barker, Correctional Officer

April 2023 - June 2023

Donnie Stolley, Safety Officer
Breanne Unkrich, Psychologist
Dan Zuniga, Sergeant

EMPLOYEES OF THE YEAR

IMCC Rookie Correctional Officer of the Year

Monique Johnson

IMCC Correctional Officer of the Year

Garrett Barker

IMCC Health Care Worker of the Year

Helen Mutamba

IMCC Rookie Correctional Worker of the Year

Amanda LaFrentz

IMCC Correctional Worker of the Year

Kimberly Nissen

IMCC Supervisor of the Year

Stuart Kimball

IMCC Holiday Celebration:

IMCC held its Annual Holiday Celebration within the institution. Staff breakroom was decorated for the holiday including a Christmas tree. Unity Committee provided ice cream for cones, management provided waffle bowls and toppings for an ice cream bar. Management also provided Marco's Pizza, pop, flavored popcorn cups, Hurts Donuts, Croissant Sandwiches and chips. Hot chocolate and coffee bar was provided through the week along with candy and snacks.

Correctional Worker Week:

Correctional Worker's Week was celebrated with employee and family institution tour, ice cream cones, hamburger/brat grill out with chips, cookie and pop, Marco's Grill Cheese Food Truck and Street Taco Food Truck and popcorn and seasonings. The Employee Unity and Wellness Committee (EUWC) provided walking tacos for staff and gave out two \$500 scholarships. A ceremony in the gym was held for Length of service and employee of the year awards.

5 Years of Service	
Harry Hott	Ryan Kennebeck
Patricia Conrad	Mary Graffunder
Nicholas Goodall	Zachery Hughes
Payton Bartling	Craig Gobush
Hannah Ferin	Ellexis Ayers
Weston Rockafollow	Austin Stanton
Tanya Kubicek	Justin Baxa
Garrett Barker	Ermin Mehic
Shakira Gonzalez	Preston Hobbs
Robert Venhuizen	Thomas Panther
Meghan Alexander	Rebecca Westercamp
Jessica Melvin	Alexander Holland
Brian Pealer	Jacob Powers
Keith Purk	Jeff Vanatter
Nicholas Iburg	Lisa Nance

10 Years of Service	
Charlotte Dordan	Stuart Kimball
Andrea Mather	Brent Vollmer

Glenda Glasgow-Wieneke	Kelli Crawford
Theresa Clemmons	Jennifer Dau
Cassandra Cass	Stephanie Cox
Doris Van Leeuwen	

15 Years of Service	
Kimberly Juraco	John Eden
Russel Vander Pol	Kimberly Nissen
Brenda Piper	Joy Fiance
Bret Slagle	Becky Kurka
Brandon Giza	Amanda Rasmussen
Yen Quach	Ricky Skow
Katherin Oliver	Robin Bernhard
Kristine Wonick	Philip Stolee
Daniel Joslin	

20 Years of Service	
Josh Cole	Dustin Eide
Dennis Hansen	Teresa Heck
Janie Mendez	Cathleen Wester
Marty Martinson	Traci Taylor

25 Years of Service	
Jennifer Smith	Carol Manternach
Bradley Kessens	Tim Wilgenbusch
Mark Allen	Marc Eby

30 Years of Service	
Laura Scheffert	Jon Barkalow
Betty Wright	

40 Years of Service	
Stephanie Kassel	