

IMCC ANNUAL REPORT 2024



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 Heinricy

Deputy Warden – Mike Kane

Associate Warden of Administration – Ty Doermann

Associate Warden of Security – Brian Chapman

Associate Warden of Treatment – Janie Mendez

Administrator of Nursing – Linda Bellinghausen

Treatment Services Director – Jennifer Smith

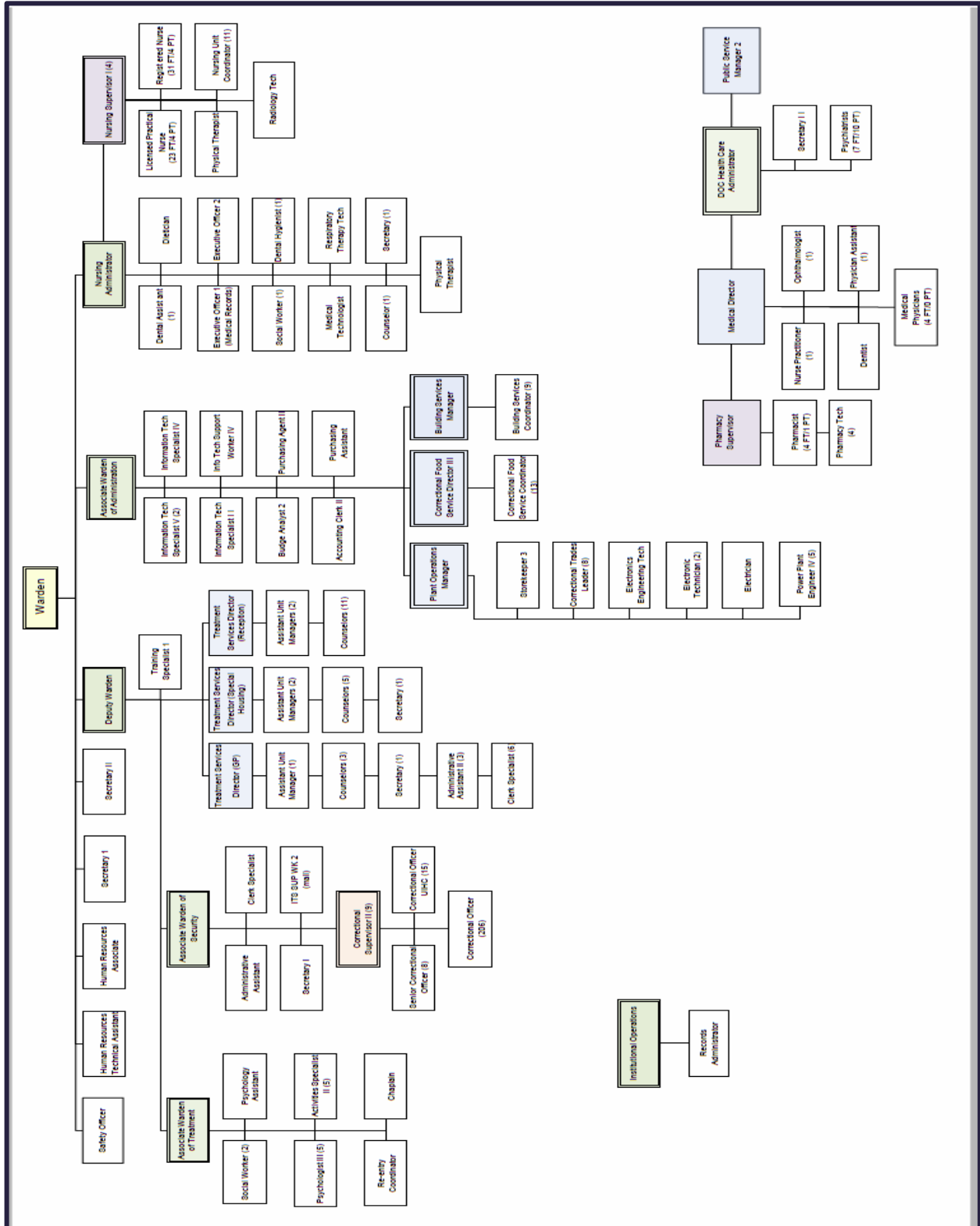
Treatment Services Director – Cassie Cass

Treatment Services Director – Stuart Kimball

Correctional Security Manager – Justin Kracht

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.

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.

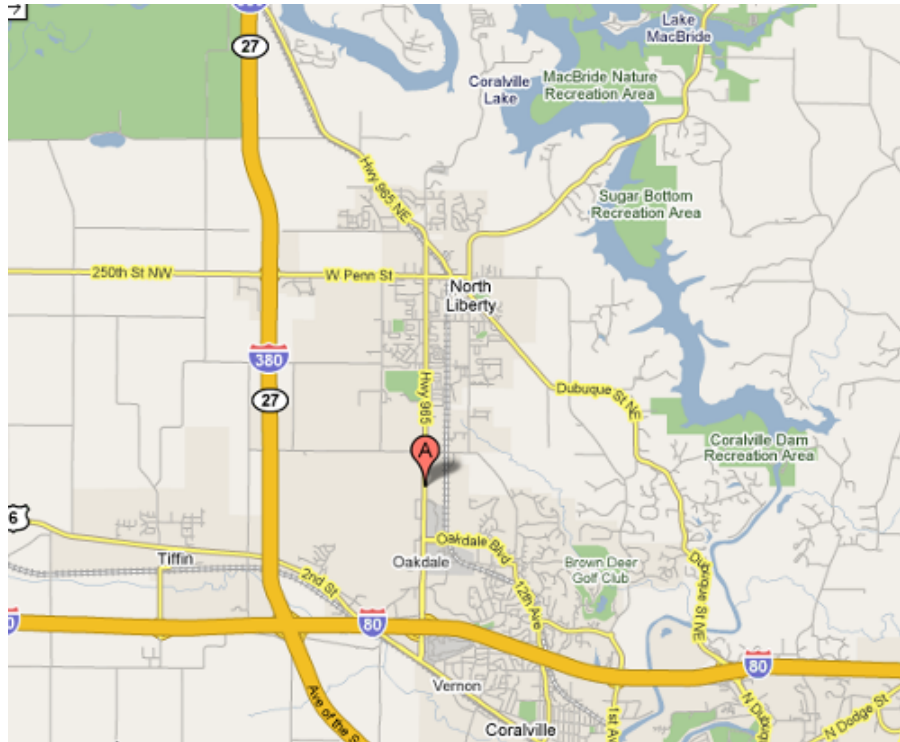
2022 - IMCC focused on hiring and retention for correctional officer and nurses using radio advertising, accepting walk-in interviews and on the spot hiring for the first time ever. We had our first incarcerated individual graduation since the pandemic and religious volunteers were welcomed back.

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.

2024 - Our focus remains the same as it relates to recruiting and retaining staff so that we can continue to serve the dynamic and challenging individuals that we do while serving the people of Iowa.

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
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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.

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. Work supervisors collaborate with counselors and the treatment team to determine if the Incarcerated Individual will be hired. Incarcerated Individual's may have a second job assignment, 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 Recognition Therapy (MRT), SOTP (Sex Offender Treatment Program), Prime for Life and apprenticeship opportunities. HiSET and Literacy programming is offered through Kirkwood Community College. Incarcerated Individuals' Organizations include Green Market, Wellness Group, Incarcerated Veterans Group, and New Directions.

Forensic Psychiatric Hospital

The Iowa Department of Corrections operates a licensed psychiatric hospital known as the Forensic Psychiatric Hospital (FPH), located within the Iowa Medical and Classification Center. Individuals in this unit have not been sentenced to prison; instead, they are considered patients. These patients are court-ordered to the Forensic Psychiatric Hospital either for a competency evaluation to stand trial under Iowa Code 812.3 or for restoration to competency to stand trial under Iowa Code 812.6.

The staff at the Forensic Psychiatric Hospital are committed to enhancing the facility's culture and improving the lives of the patients. The hospital is licensed by the Iowa Department of Inspections, Appeals and Licensing and must comply with regulations outlined in the Iowa Administrative code, Section 481, Chapter 51, which governs hospitals.

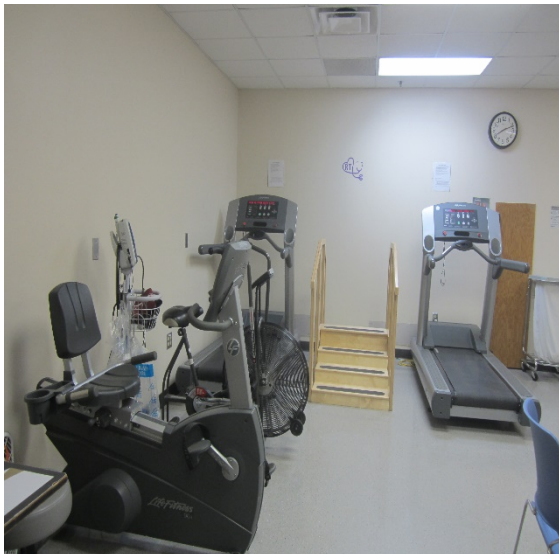
Efforts have been made in collaboration with the Mental Health Institute (MHI) to ensure that patients that are required to be evaluated by the Forensic Psychiatric Hospital (FPH) under Iowa code receive timely assessments. This partnership has enhanced communication toward a common goal, allowing both departments to learn from each other and grow together in their practices. As part of this collaboration, restoration guidelines were developed and educational resources were provided to the judicial system to facilitate better understanding and implementation of these guidelines. As a result, workflow has improved, reducing waiting times for inpatient beds.

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 Recognition Therapy (MRT), and social skills groups. Youthful Incarcerated Individual population are housed separately 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 a diverse team of professionals. The healthcare team includes physicians, nurse practitioners, physician assistants, psychiatrists, dentist, optometrist, registered nurses, licensed practical nurses, medical technologist, nursing unit coordinators, physical therapist, respiratory therapist, radiologic technician, dental hygienist, dental assistant, dietitians, social worker, and psychologists. This interdisciplinary team enables a continuum of care, ensuring that patients receive comprehensive and coordinated services throughout their treatment.



Over the past year, IMCC implemented an initial on-the-job orientation for physicians and nurse practitioners. This change has enhanced new providers' understanding of correctional health services, promoted team building, facilitated the sharing of resources, and encouraged the exchange of knowledge and learning among staff. By fostering a collaborative environment, the orientation program has strengthened the overall effectiveness of the team.

Additionally, Health Services collaborates with universities and colleges to bring in residents and students, enriching the learning environment and providing additional services to patients. This partnership not only enhances educational experiences but also expands the range of on-site services.

Skilled nursing services continue to be provided in the infirmary, while long-term care remains available in the long-term ambulatory unit. The health services team is dedicated to promoting health while addressing patients' needs. This past year, the infirmary has seen an increasing number of critical health diagnoses that were previously not identified as health problems in the incarcerated population. Collaboration with the University of Iowa Hospitals and Clinics (UIHC) allows IMCC to care for patients who would otherwise require additional hospital trips and increased hospitalization.



The Hospice Program is offered on both the long-term ambulatory unit and in the infirmary, depending on the level of medical care required.

Lactation Room:

To better support our staff, IMCC relocated the lactation room to a central area in the prison. This new location offers privacy in a home-like environment, facilitating the transition for mothers returning 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 with those whose care falls into categories of: acute, sub-acute, and intensive outpatient. For those with immediate needs for observation or stabilization due to mental health, they are placed in an acute level of care unit as they work with psychiatry and psychology staff to stabilize symptoms. Once stabilized they move to a sub-acute unit where they are given increased programming as they advance through a level system. Success of programming will depend on incarcerated individuals active participation and compliance with treatment planning.

Individuals should participate in daily unit activities/routines (showers, room cleaning, recreation, etc.) and attend any offered groups. Groups offered at IMCC include start now, special needs MRT, DBT, ACTV, amongst others. Incarcerated individuals will work with their individualized treatment team to identify appropriate programming and treatment. Treatment team consists of counselors, psychologists, security, and unit management. In addition to the individual's treatment team, daily interactions with unit staff through direct supervision will promote a positive progression and attention to the individual's needs.

As they progress through the level system individuals will earn additional privileges. Once the individual has shown stability, they will be housed in a unit designated for intensive outpatient level of care. In this unit, they will be able to attend more activities (gym, yard, library, etc.) with other general population units. At this point, the incarcerated individual will be considered for transfer into a less-restrictive programming at any of our IDOC facilities.

Education Program

Benchmark #1 –Target numbers for HSE (High School Equivalency) completions are listed below per facility statewide FY2022 - 2023.

ICIW/NCF (50), IMCC/MPCF (25), ASP/ISP (15), CCF (50), FDCF (50) /NCCF (25)
OR

Increase the number of HiSET/High School Diploma completions by 2% or greater over the previous year total. IMCC had (9) nine HiSet completions and two diploma completions (11). IMCC is on track to meet this benchmark.

Benchmark #2 -Increase the rate of HiSet completions per number served, as compared to the state average. Increase the rate of HiSet completions per number served within the institution as compared to the institution’s previous 3-year average. The statewide average completion rate has not been calculated.

The current completion rate for IMCC is 19% with the previous three-year average at 10%. IMCC is on target to meet this benchmark.

Benchmark #3 - Maintain at least a 90% pass rate on each HiSet subtest and meet the Department of Education requirement of a 96% pass rate for all HiSet completions.

Subject	HiSet Tests Given	Fails	Average Scores	Current Pass Rate Percent	Last year’s Pass Rate
Writing	9	0	14	100%	100%
Social Studies	8	0	17	100%	100%
Science	8	0	16	100%	100%
Reading	11	1	12	93%	100%
Math	14	0	14	100%	100%
Total	50	0	15	100%	100%
Completions	9				

In the 4th Quarter, IMCC maintained a 90% pass rate on subtests this quarter. During 2023–2024, IMCC administered 50 HiSet tests with a pass rate of 99%.

Benchmark #4 – Maintain CEA standards.

IMCC received CEA accreditation in 2023. The next CEA accreditation for IMCC has not been scheduled.

Benchmark #5 – Each site will provide an average of 9,000 contact hours of instruction per year.

IMCC provided 7991 hours at the end of FY 24.

Benchmark #6 – Maintain or serve 80% of the total number of eligible offenders ages 21 and under.

At the end of the fiscal year, IMCC had 27 eligible 21-year-old and under students and had served 25. This is 93% of our target, which places us on target to meet this benchmark.

Benchmark #7 – Increase the number of literacy completions over the previous year.

IMCC literacy completion target for FY24 is eight. At the end of the fiscal year, IMCC has recorded 10 literacy completions, which is 125% of our goal.

Benchmark #8 – Increase the number of Life Skills completions for:

Full time target number is 100. Part time target number is 50. Or increase Life Skills completions over the previous year.

IMCC had seven life skills completions in FY24.

Benchmark #9 – Reach the Department of Education FY 23 MSG Rate & FY 23 targets for students who make a Measurable Skill Gain by EFL.

Skill Gain Measure by EFL	2023-2024 Targets	Percentage to date
ABE Level 1	38%	50 %
ABE Level 2	37%	56%
ABE Level 3	40%	75%
ABE Level 4	46%	60%
ABE Level 5	55%	46%
ABE Level 6	71%	83%

Benchmark #10 – Maintain a 65% post-test rate for the state approved assessment, as requested by the Department of Education.

At the end of FY24, IMCC had 58 students enrolled with 43 of them showing a pre-post match for a pre-post test match rate of 74%.

HiSET

19 individuals took at least one HiSET test at (IMCC) in fiscal year 2023 - 2024.

9 completed and passed all five HiSET tests with an average test score of 15.

The department's over HiSET

19 individuals took at least one HiSET test at (IMCC) in fiscal year 2023 - 2024.

9 completed and passed all five HiSET tests with an average test score of 15.

The department's overall passing rate was 98% with 1 registered fails out of 50 total tests.

The department recorded 3425 total contact hours in HiSET.

There were 0 individuals who completed the entire HiSET battery who failed to pass which resulted in a completion pass rate percentage of 100%.

Literacy & ESL

17 individuals participated in Literacy programs in fiscal year 2023 - 2024.

6 of those individuals were considered ESL students.

10 offenders earned their Literacy Completion Certificate.

The departmental completion rate was 56%.

The department recorded 1224 total contact hours in Literacy.

Vocational Education

IMCC was assigned \$0 for vocational programs. No vocational classes took place in 2023-2024.

Special Education

10 individuals participated in Special Education programs in fiscal year 2023 - 2024.

8 of those students were Literacy students, 0 of them were HiSET students and 2 were high school diploma students.

2 Special Education students earned their Literacy certificate and 2 earned their HiSET or high school diploma at (IMCC) this fiscal year.

The department recorded 153 total contact hours in Special Education.

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 431 all passing rate was 98% with 1 registered fails out of 50 total tests.

The department recorded 3425 total contact hours in HiSET.

There were 0 individuals who completed the entire HiSET battery who failed to pass which resulted in a completion pass rate percentage of 100%.

Staffing

The department employed 2 full-time and 2 part-time instructors in fiscal year 2023 - 2024. Of these instructors 2 teach HiSET, .5 teach Literacy and 0 teach Vocational Education. [Please include any significant staffing concerns or changes that occurred during the year here, e.g., extended leaves, new hires or losses. These changes should be significant enough to have affected programming over a period of time].

Part time life skills teacher resigned in February. No replacement was hired in FY 24.

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 236 Correctional Officers, 13 Senior Correctional Officers, 13 Captains, 2 Clerk Specialists, 1 Administrative Assistant One, 1 Mailroom Clerk 2, 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 to 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.

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 (C.E.R.T.)

There are currently 24 members on IMCC CERT, 4 marksman observers, Assistant Commander and Commander.

IMCC CERT added a handful of new members this year and they were trained via our IMCC CERT Academy. New CERT members go through a variety of training which include advanced chemical agents, disturbance control, high risk escorts, cell extractions, electronics, building clearance, hostage negotiations, and on three weapons systems. This year we are in the process of switching our handheld electronic immobilization device and all members are now trained on the TASER Strikelight which is just another tool that staff can use to assist with major disturbances when they occur.

IMCC CERT and CNT sent a team to our annual EP Training event at Old ISP this year. This event is a great experience for all staff that attend because it gives everyone a practical experience on issues that can happen and ways to handle those situations when they arise. IMCC CERT and CNT represented themselves very well and took a lot from that experience.

One additional event that occurs each year is the CERT Challenge. IMCC sent 1 team to the challenge this year which consisted of officers Jenney, Maske, Patterson, and Johnson, J. IMCC placed 6th this year out of 16 teams. The CERT Challenge is another opportunity for everyone across the state to showcase some of their abilities and IMCC did a fantastic job of that. This event is a great team building experience and we all look forward to next year's challenge!



Crisis Negotiations Team (CNT)

Iowa Medical and Classification CNT added 10 new members in the spring of FY24. The new members are Lucas Roberts, Brannen Hudson, Ryan Sears, Ramerra Lacey, Alex Pazour, Justin Gilbert, Oscar Villegas, Andrea, Voyek, Aleah Rocha, and Justin Koppes. Five of those members attended FBI Level 1 Crisis Negotiation Training held in June.

IMCC CNT has held quarterly trainings with the entire team, as well as attended the IACNA Negotiators Competition in Des Moines and Emergency Preparedness Training at the Iowa State Penitentiary in Fort Madison.

IMCC CNT won 2nd place at the IACNA Negotiators Competition. 14 teams competed, which included both Corrections and Law Enforcement.

From July 2023 to July 2024 IMCC CNT had a total of 234 negotiations for the year! Of those 238 negotiations: 145 were compliant, 67 were compliant when CERT arrived at the door, and 22 were non-compliant.



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.

New employees attend the New Employee Training (NET). This 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.

A Field Training Officer program was created across the department for new correctional officers to assist with training new hires.

FY24 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 are held in the months of August/September. This fiscal year we provided five-hour recertification in Heart saver classes for non-medical staff and two-hour recertification

with Basic Life Support for our medical staff. The requirement to receive a certificate consist of accurate demonstration of CPR/AED skills.

The mission for the upcoming FY25 is to continue to build knowledge and confidence in our employees during pre-service and in-service training. This will help provide and create a foundation for their careers within the Iowa Department of Corrections.

Business Office

Associate Warden of Administration Ty Doermann supervises the Business Office. Business office staff includes Carol Manternach, Purchasing Agent 2, Samantha Worrell, 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. FY2024 budget was \$58,115,062

Iowa Medical & Classification Center (IMCC - #244)			
FISCAL YEAR END 2024	Department Revised Budget	Actual Resources & Expenses	Percent of Budget
Resources Available			
Appropriation	56,368,832	56,368,832	100.00%
Federal Support	1	-	0.00%
Intra State Receipts	1,025,006	1,025,000	100.00%
Transfers - Other Agencies	74,816	240,848	321.92%
Fees, Licenses & Permits	45,000	54,288	120.64%
Total Resources Available	57,513,655	57,688,968	100.30%
Funds Expended and Encumbered			
Personal Services-Salaries	50,263,214	50,267,495	100.01%
Personal Travel (In State)	58,905	93,615	158.93%
State Vehicle Operation	171,700	56,229	32.75%
Depreciation	1	-	0.00%
Personal Travel (Out of State)	1,705	1,456	85.41%
Office Supplies	54,503	86,802	159.26%
Facility Maintenance Supplies	155,685	253,539	162.85%
Equipment Maintenance Supplies	175,700	140,202	79.80%
Professional & Scientific Supplies	323,700	517,425	159.85%

Housing & Subsistence Supplies	263,200	187,178	71.12%
Ag,Conservation & Horticulture Supply	4,500	13,743	305.40%
Other Supplies	70,102	101,806	145.23%
Printing & Binding	-	19	---
Drugs & Biologicals	-	201	---
Food	1,324,931	1,765,962	133.29%
Uniforms & Related Items	191,602	154,512	80.64%
Postage	23,101	26,949	116.66%
Communications	71,501	67,427	94.30%
Rentals	100,401	44,822	44.64%
Utilities	1,507,698	1,243,922	82.50%
Professional & Scientific Services	186,004	217,722	117.05%
Outside Services	916,891	575,144	62.73%
Intra-State Transfers	1	30,555	3055500.00%
Advertising & Publicity	1	950	95000.00%
Outside Repairs/Service	248,022	451,739	182.14%
Reimbursement to Other Agencies	1,079,585	1,102,665	102.14%
ITD Reimbursements	284,863	352,757	123.83%
IT Outside Services	200	-	0.00%
Transfers - Other Agencies Services	801	771	96.25%
Equipment	25,911	-	0.00%
Equipment - Non-Inventory	3,505	18,592	530.44%
IT Equipment	183,826	150,675	81.97%
Claims	1	-	0.00%
Other Expense & Obligations	423,302	365,501	86.35%
Support Totals	7,851,848	8,022,879	102.18%
Grand Total Expenses	58,115,062	58,290,375	100.30%

Dietary Department

The Dietary Department at IMCC is staffed by a Food Service Director III and 13 Food Service Coordinators, as well as approximately 70 Incarcerated Individuals.

1,040,420 total meals were served.

Average cost per meal - \$1.58

Due to dry conditions the garden produced less harvest. It finishes with 61,137 pounds overall

A Food Acceptability Survey was completed which led to some menu changes that have been well received.



Information Technology Department

The air conditioning in the server room was replaced in Feb 2024.

New CASAS laptops were deployed.

The education classroom had new computer lab deployed.

New label printers were deployed to the pharmacy for pill packaging system.

Deployed several new Microsoft Surface laptops and Lenovo desktops

Manage Engine

New Chromebooks for VR

New printer lease with Copy Systems

Removal of old blade chassis and SANs

DOC IT was moved to DOM

UPS upgrades in Master Control equipment room

Prepped room in administration to move NET training into

Accident Report database was created

Statewide Workgroups (track the current running workgroups, subjects, schedules, members) database was created

Central Office Investigations database was created

Subpoena Tracking (generates subpoenas for investigations) database was created

ADHOC Reports (create/cleanup for account removal) database was created

Personnel Department

During FY24, IMCC's two staff in Personnel:

94 staff left IMCC (retirement, voluntary, involuntarily) 122 new Hire, transfers, and promotions were processed. IMCC tracked FMLA cases based on DAS needs and directives Successfully processed payroll for approximately 466 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.)

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.

From July 1, 2023 through June 30, 2024 there were 4,004 written work requests received and addressed. The list below are projects that were completed throughout FY24.

Maintenance

Equipment was updated and programmed to have four negative pressure rooms up and running to the medical side of S.N.U.

Raised unit officer workstations were built on the reception circle allowing a safer work area. A unit, B unit, C unit, D unit, E unit, F unit, and G and H.

Facilities water softeners were relocated to a dry storage area provided by dietary. New softeners were installed to provide soft water to the entire institution. Up to 350 gallons per minute with a bypass that allows to isolate water provided to new boilers.

Two new 2000-gallon grease trap interceptors were installed in the R and S yard providing protection from grease entering the system from the kitchen.

Installed new caging on the second floor of powerhouse to isolate and secure pharmacy equipment used in packaging medicine for distribution.

A new self-closing gate was installed to the lock shop area to assist with compliance in policy.

New ceilings of lower tier of both R and S unit's restrooms showers area. Repaired flooring in dietaries refrigerated storage dairy cooler.



Central Records

Central Records staff are responsible for several different functions in the Iowa system. The Department consists of 5 Administrative Assistants and 6 Clerk Specialists. Staff in Central Records Department process intake packets from the previous day's county admissions, by running criminal histories, warrants/ detainer checks, and enter information into ICON to create the Incarcerated Individual's Time Computation. They also process additional sentences, obtain documentation from the courts, process jail credit, and process warrants/detainers.

IMCC CommUNITY Committee:

The Employee Unity and Wellness Committee and the Food Drive Committee joined forces this year and became The CommUNITY Committee. We are a dedicated group whose goal is to make working in the Department of Corrections a little easier and less stressful and also giving back to the community. All money raised goes to The CommUNITY Committee, who sponsors the following events for staff and our outside community.

Things we do for our inside community (staff) include:

- Free Ice Cream days
- Popcorn every payday Friday
- Shirt giveaways
- Scholarships during Correctional Worker's Week
- Food/snacks during Correctional Worker's Week
- Set up for Cedar Rapids Kernels game outing
- Working on a Hockey game outing
- Chili Cook Off & Baked Potato Fundraiser



Things we do for our outside community:

- Donate school supplies to the local schools
- Donate Peanut Butter & Jelly to the food pantry
- Donate Thanksgiving meals to families that can't afford to purchase them
- Held book drive for United Way to support Pre-K – 6th grade children and collected 568 new or gently used books for Johnson & Washington Counties.



During Correctional Workers Week in May 2024 the committee gave away two \$750 scholarships and both scholarships were awarded to children of staff members. Also provided Walking Tacos and Ice Cream Cones.

We had 2 bake sales in October 2023 & February 2024. We sold the pumpkins that were grown here at IMCC. We also collected money from the parking spot raffles. Our goal in 2023-2024 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 2023.

Overall, The CommUNITY Committee has been striving to keep the morale of staff up with monthly events of free ice cream, fundraising, grill outs and more. The committee also sent out \$60.00 in baby births and \$140 for death memorials.

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

Dog Program

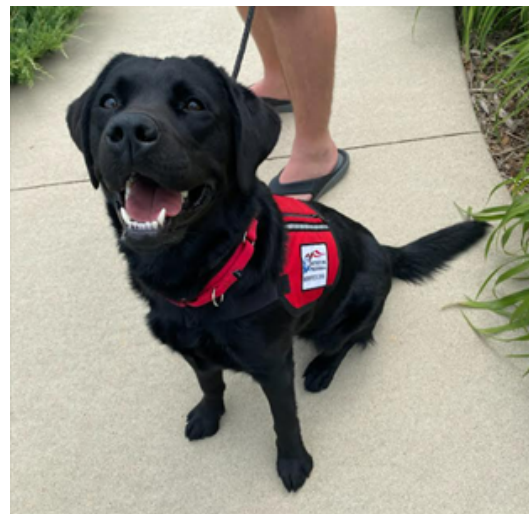


The IMCC dog program continues to collaborate with Retrieving Freedom (RFI) to train service dogs that serve the needs of Veterans and children with Autism. The incarcerated individuals at IMCC are responsible for around the clock training and caring of the dogs. The program can accommodate up to twelve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

The handlers at IMCC continue to follow a specific program so that the dogs are trained to meet the needs of specific clients. Over the years, dozens of RFI dogs who began their training at IMCC have been successfully placed with veterans and children with autism.

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 2023 - September 2023

Dr. Gary Keller, Physician
Tammy Kuhn, Nursing Unit Coordinator
Mark Allen, Information Technology

January 2024 – March 2024

Julie Dunahugh, Secretary 2
Amber Martinson, Counselor
Tasha Primous, Correctional Officer

October 2023 – December 2023

Larry Noska, Building Services Coordinator
Laurie Hebl, Budget Analyst 2
Reathel Jeune, Correctional Officer

April 2024 – June 2024

Jonathan Burdt, Correctional Officer
Jessica Nefzger, Psychologist 3
Holly Zimmerman, Registered Nurse

EMPLOYEES OF THE YEAR

IMCC Rookie Correctional Officer of the Year

Jason Levy

IMCC Correctional Officer of the Year

Susan Caruthers

IMCC Health Care Worker of the Year

Dr. Gary Keller

IMCC Rookie Correctional Worker of the Year

Dr. Hannah Oliver

IMCC Correctional Worker of the Year

Alexis Ayers

IMCC Supervisor of the Year

Jessica Melvin

IMCC Holiday Celebration:

IMCC held its Annual Holiday Celebration within the institution. Staff breakroom was decorated for the holiday including a Christmas tree. The IMCC CommUNITY 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, Chic-fil-A, Sandwiches & Chips along with a Hot chocolate and coffee bar was provided through the week along with candy and snacks.

Correctional Worker Week:

Correctional Worker's Week at IMCC was celebrated with an employee and family institution tour, ice cream cones, hamburger/brat grill out with chips, cookie and pop. Marco's Grill Cheese & Gyros Food Trucks and popcorn and seasonings. The IMCC CommUNITY Committee provided walking tacos and ice cream for staff and also awarded two \$750 scholarships. Length of Service and Employee of the Year award Ceremony was held in the gym for staff.



5 Years of Service

Erin Elmore	Breanne Unkrich	Joel Moore	Martin Campos
Mohammed Mohammed	Shala Coleman	Jorge Perez-Adams	
Tayler Hull	Nichole Francis	Cheryl Stark	
Hannah Oliver	Ramerra Lacey	Dakota Schwebke	
Nicholas Dash	Reece Jackson	Libby Liechty	
Jeffrey Offerman	Nathaniel Loucks	Benjamin Case	
Clevon Catchings	Krystal Thomas	Aaron Morton	
David Jacobo	Melissa Watson		

10 Years of Service

Justin Kracht

Jamie Bryson

Matthew Sperflage

Sarah Rippenkroeger

Patrick Butz

Kory Wehmeyer

Kanon Martinez

Wayne Walker

David Duggan

Abraham Assad

Pam Shepherd

Bryan Emig

15 Years of Service

Amy Brennan

Jeff Simonson

25 Years of Service

Dorothy Bush

Lori Marlowe

Timothy Miller

30 Years of Service

Mark Kurth

45 Years of Service

Kevin Shepherd