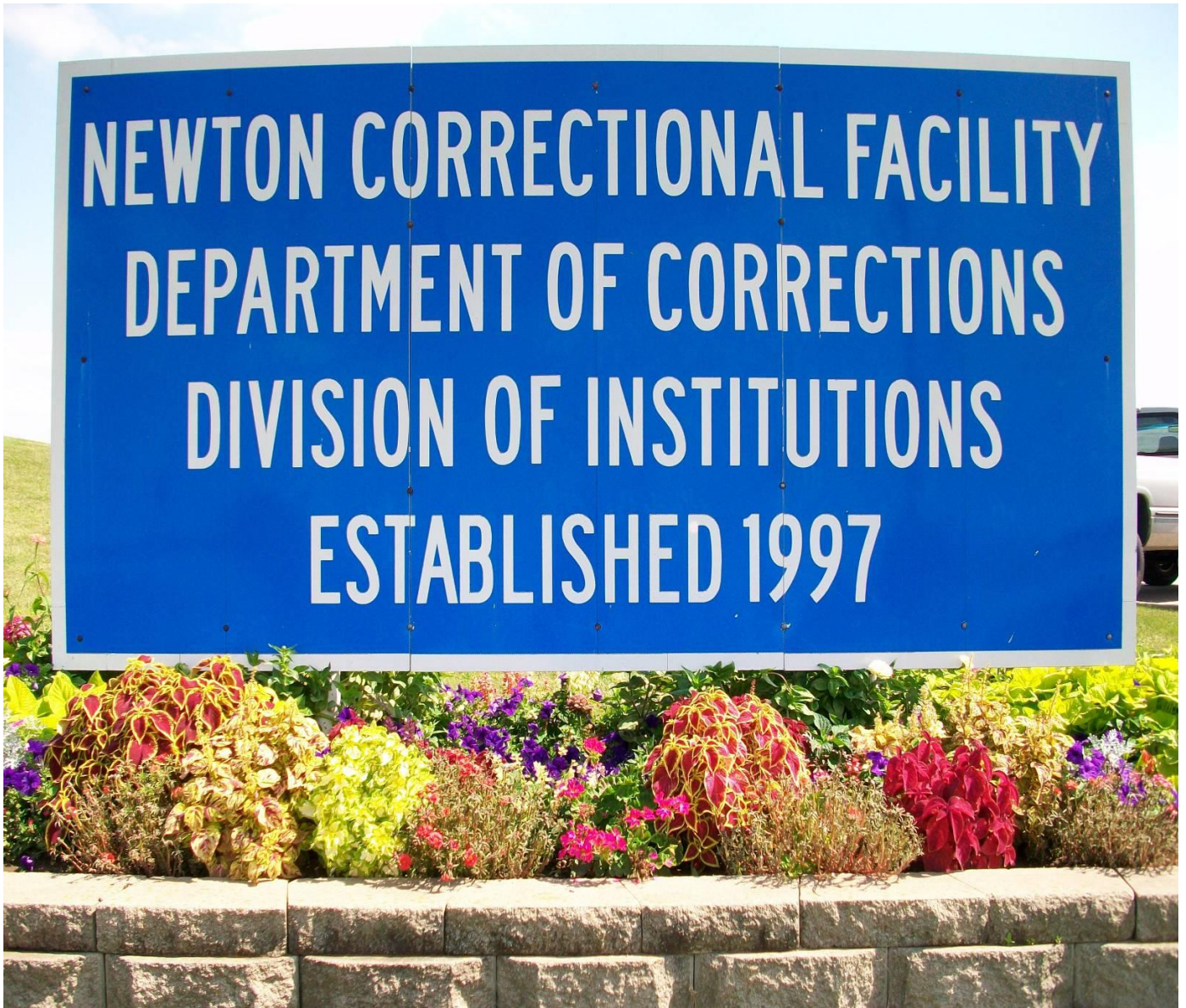


ANNUAL REPORT

FISCAL YEAR 2024

Submitted pursuant to Section 904.307 of the Code of Iowa

Adam Yetmar - Warden



MESSAGE FROM THE WARDEN:

Beth A. Skinner, PhD, Director
Iowa Department of Corrections
510 E. 12th St.
Des Moines, IA 50319

RE: NCF Annual Report for FY 2024

Enclosed is the annual report for the Newton Correctional Facility.

The report addresses operations, projects, and outcomes for FY 2024, July 1, 2023, through June 30, 2024. Included in the report are goals and accomplishments, the table of organization, statistical information, re-entry programming and education information, and physical plant changes and improvements.

Please contact me if you have any questions regarding this report.

A handwritten signature in black ink, appearing to read 'Adam Yetmar', with a long horizontal flourish extending to the right.

Adam Yetmar, Warden

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HISTORY

The Riverview Honor Farm was established as a satellite unit of the Iowa State Penitentiary (ISP) when the first 14 incarcerated individuals arrived on March 12, 1962. With the purchase of 1467 acres of farm land located approximately six miles south of Newton, the location became a replacement for the Clive Honor Farm (now known as the Living History Farms). The intent of the honor farm was to provide meaningful work opportunities for minimum security incarcerated individuals. The farm operations were used as honor farms for utilization of incarcerated individual labor that could be trusted with a minimum of supervision. The philosophy was such that the incarcerated individuals were to be fully employed in meaningful, purposeful work, and that the farming operations existed primarily for the betterment of the incarcerated individuals and society as a whole. The farm was technically operated as a prison industry. No prisoners whose home was closer than or who was convicted within 75 miles could be placed there. The farm operation consisted of corn, soybean and hay production along with hog and beef cattle enterprises.

In 1964, a Correctional Release Center was established utilizing the facilities of the Riverview Honor Farm. The mission of the Release Center was to provide intensive services for incarcerated individuals who were preparing for parole or discharge. Thirty men were assigned to Riverview and 50 to Clive. These 80 incarcerated individuals were supervised by 10 guards and the superintendent. A new dorm was constructed at Newton to house 50 parolees and 30 incarcerated individuals in 1965. The Clive Honor Farm was sold and its operations were transferred to Newton. The initial program was to be a 30-day program for ISP parolees. This was later expanded to provide services to incarcerated individuals being released from the Men's Reformatory in Anamosa.

The Riverview Release Center became a separate correctional institution on July 1, 1967 and was established to provide services to all male incarcerated individuals being released from all male correctional institutions. During the fiscal year 1968, the Release Center received 749 men to be prepared for release with 27 staff members.

Iowa's Work Release Law became effective on July 1, 1967. The basic purpose of work release was to assist in the treatment rehabilitation of the incarcerated individuals. Under the law, incarcerated individuals sentenced to an institution under the jurisdiction of the department could be granted the privilege of leaving the actual confinement for the purpose of working at gainful employment in the state. It was believed that the more gradual the transition by work release from prison to society, the greater chances of remaining in the community as a useful productive citizen.

Riverview received an additional appropriation to establish work adjustment and training positions for incarcerated individuals in the DOT and other state agencies. This pilot program came to be known as the Prisoner Employment Program (PEP). The PEP later employed staff and leased a building in Des Moines which employed up to 70 incarcerated individuals. They were involved in auto body work and printing shop work. The incarcerated individuals were transferred by bus back and forth to work every day. The PEP stayed with Riverview until it was transferred under Iowa State Industries on April 30, 1980.

In 1992 the Release Center opened a 100 bed addition and the Violator Program was established for the community corrections incarcerated individual who violated the conditions of their parole but did not need long-term incarceration. On July 29, 1997, the new 750 bed Newton Correctional Facility opened as a medium-security prison just up the hill from the Release Center. For the first time, combining a large minimum-security facility with a medium-security institution.

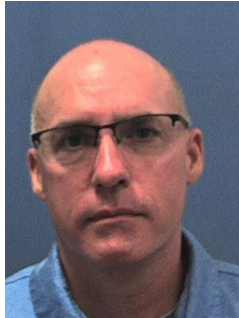


NEWTON CORRECTIONAL FACILITY MEDIUM SITE



CORRECTIONAL RELEASE CENTER-MINIMUM SITE

NCF EXECUTIVE TEAM



ADAM YETMAR
WARDEN



SEAN CRAWFORD
DEPUTY WARDEN



DIMITRIUS BOWENS
ASSOC. WARDEN/SECURITY



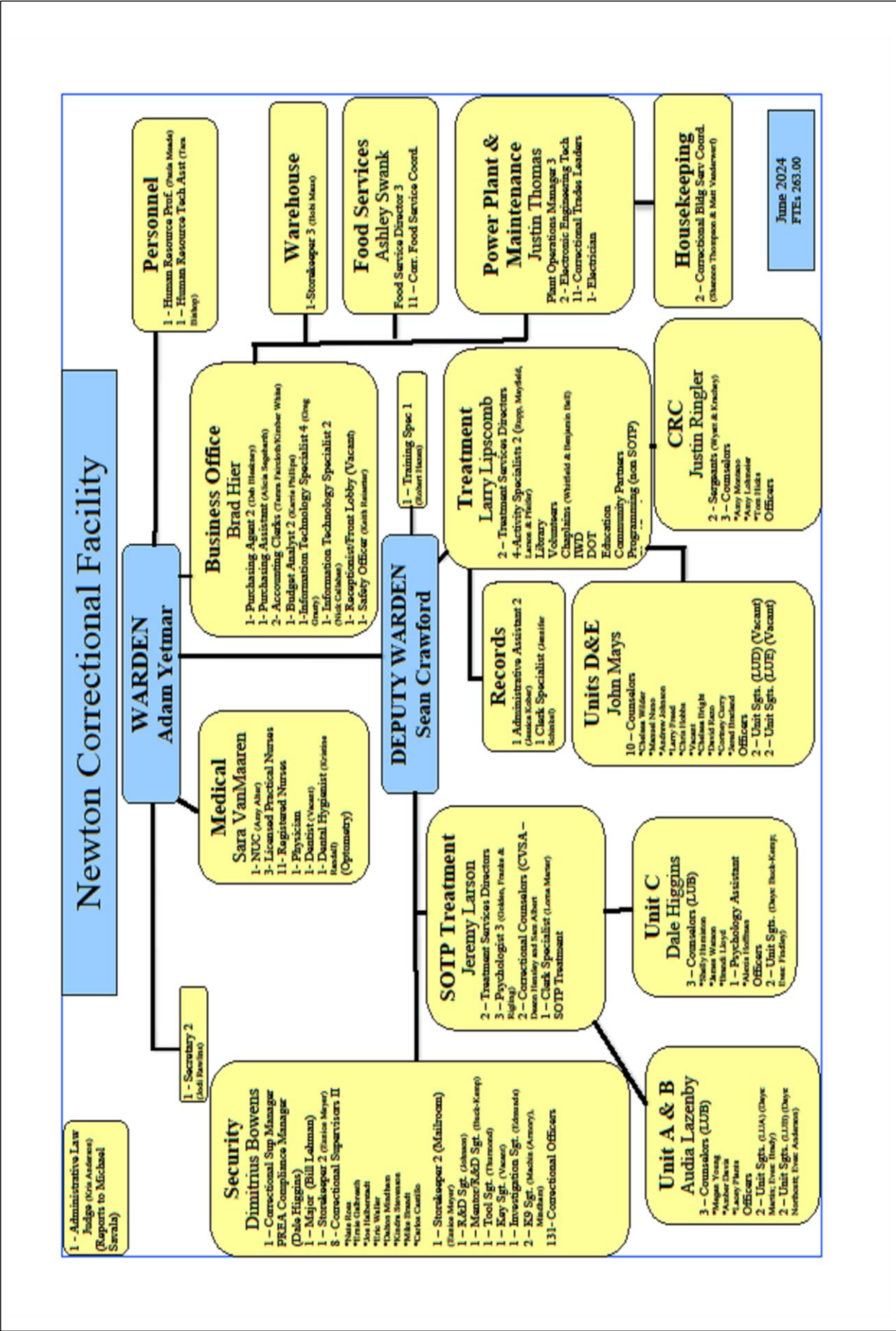
BRAD HIER
ASSOC. WARDEN/ADMIN.



LARRY LIPSCOMB
ASSOC. WARDEN/TREATMENT



JEREMY LARSON
ASSOC. WARDEN/TREATMENT



TREATMENT PROGRAMS

Sex Offender Treatment Program

NCF focuses on SOTP as the bulk of our population are required to participate in SOTP. The Good Lives Model is the treatment model we use to facilitate this programming. NCF has thirteen Correctional Counselors that facilitate the SOTP program. Those assessed as lower risk are placed in Track 1 treatment, and those assessed as moderate-high and above are placed in Track 2 treatment. The greatest difference between the two are the hours of treatment dosage. The program not only focuses on accountability, taking responsibility for one's crime, and coming forward with other victims, it also takes an inward look at negative behaviors one was displaying that led up to the offense or abuse of victims.

Positive goal setting is also key in one transitioning to the community. Whether one is looking at positive goals in work, hobbies, family, activities, or spiritual. Focusing on these positives can help an individual build a better life for themselves and help create a safer environment for those around them. Gaining one another's trust is key in this type of environment. Individuals participate in CVSA examination (computer voice stress analysis), which is a requirement of the treatment process. The ultimate goal is to graduate individuals through the SOTP program and have a safer Iowa, with no more victims. During FY24, we had a total of 137 Incarcerated Individuals successfully complete the program with many others nearing completion.

Moral Reconciliation Therapy (MRT)

Moral Reconciliation Therapy (MRT) seeks to decrease recidivism among both juvenile and adult criminal incarcerated individuals by increasing moral reasoning. MRT is systematic and implements a cognitive-behavioral approach, which positively addresses an adolescent's ego, social, moral, and positive behavioral growth.

MRT uses 12-16 objectively defined steps, which focus on seven basic treatment issues:

- Confrontation of beliefs, attitudes and behaviors
- Assessment of current relationships
- Reinforcement of positive behavior and habits
- Positive identity formation
- Enhancement of self-concept
- Decrease in hedonism and development of frustration tolerance
- Development of higher stages of moral reasoning

Sessions can be individual and group sessions. Groups meet once or twice weekly and can range in length from 3-6 months.

During FY24, NCF/CRC had 46 incarcerated individuals successfully complete the program.

ACT-V (ACHIEVING CHANGE THROUGH VALUE-BASED BEHAVIOR): 12 WEEKS IN LENGTH*

During FY'24, there were 20 Incarcerated individuals that completed this class. The 24 sections of this manual guide people to put their lives and relationships on an entirely different track by equipping them to make different choices than they've made in the past. Staff work with clients to increase their awareness of the factors that influence their behavior (e.g., past experiences, unwanted mental experiences, barriers to change) and, building on that awareness, to learn new, workable behaviors consistent with their values. One of the main goals is to help the participants learn these skills by direct experience. A good analogy is teaching someone to ride a bike. Verbal instruction alone will never be enough. They need to get on the bike and let their body learn how to do it. The same thing is true of the skills presented in this manual. As the group members move through the skill-building sessions, staff may be tempted to help them with advice, problem-solving, and extra explanations or instructions, but staff need to let them come to realizations on their own and experience the confusion and frustration that inevitably comes with learning these new (and sometimes counterintuitive) skills. A major obstacle to this type of learning is the mind. Participants' rules, beliefs, attitudes, thoughts, etc. will act as barriers to the learn-by-doing approach, although the use of metaphors and in-the-moment exercises will help them get past some of the barriers that language and thinking create. Overall, the ACTV facilitator's stance is non-confrontational and collaborative. Staff relate to the participants from an equal, compassionate, genuine and sharing point of view, and respect their ability to shift from ineffective to effective behavior. Staff can model the supportive, respectful behavior wanted to teach and roll with resistance in two valuable ways: by showing willingness to experience staff's own discomfort, and by not arguing, lecturing, or attempting to convince the participants. Finally, staff try not to express judgment or opinions about a participant's experience.

Prime for Life (321J)

Prime for Life is only given to those identified by the DOT Mobility Manager as a requirement to obtain their Iowa Driver's License due to receiving an OWI in the State of Iowa (per Iowa Code). NCF teaches a 12 hour curriculum. Once the incarcerated individual completes the program, the completion is submitted into the DOT system. This program is taught at CRC to assist with eliminating barriers of incarcerated individuals as they integrate back into their communities. During FY'24, there were 40 who successfully completed this program.



Education

HiSET

61 individuals took at least one HiSET test at Newton Correctional Facility in fiscal year 2023 - 2024.

34 completed and passed all five HiSET tests with an average test score of 14.8.

The department's overall passing rate was 87.5% with 23 registered fails out of 184 total tests.

The department recorded 9107 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%.

Subject	Number of Tests	Number of Fails	Average Scores	Passing Rate
Writing	35	4	11.75	88.6%
Social Studies	36	4	14	88.9%
Science	35	0	14	100%
Reading	39	8	11	79.5%
Math	44	7	11.25	84.1%
Overall Totals	184	23	12.25	87.5%

Literacy & ESL

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

21 of those individuals were considered ESL students.

49 offenders earned their Literacy Completion Certificate.

The departmental completion rate was 59.7%.

The department recorded 1875 total contact hours in Literacy/ESL.

Vocational Education

- The total contact hours for all Vocational Programs for the 2023-2024 fiscal year were 6061.

NCF offers the following Vocational Programs:

Life Skills

- 150 individuals participated in the Life Skills program in fiscal year 2023-2024.
- 145 individuals completed the Life Skills program.
- The Life Skills completion rate was 97%.
- The total contact hours for the Life Skills program were 5281.

- In addition to the Life Skills program, NCF offers an OSHA-10 Certificate.
- 78 individuals participated in these programs.
- The programs completion rate was 100%
- The contact hours for the above programs were 780.

Special Education

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

1 of those students were Literacy students, 3 of them were HiSET students, and 0 were high school diploma students. 1 Special Education students earned their Literacy certificate and 0 earned their HiSET or high school diploma at Newton Correctional Facility this fiscal year. The department recorded 136 total contact hours in Special Education for direct instruction from the HEartland AEA Instructor.

Testing and Assessment

- Testing and Assessment hours accumulated at Newton Correctional Facility during the 2023-2024 fiscal year is 750 hours.

HiSET Testing

- HiSET testing hours totaled 400 for the 2023-2024 fiscal year.

HiSET CASAS Testing

- The total CASAS testing hours were 350 for the 2023-2024 fiscal year.

Staffing

The department employed 4 full-time and 0 part-time instructors in fiscal year 2023 - 2024. Of these instructors 3 teach HiSET, 1 teach Literacy/ESL and 1 teach Vocational Education.

Staffing Changes During FY 2023-2024

1. *Matt Mathis - Life Instructor and Coordinator resigned on June 20, 2023*
2. *Denise Myers - HISET Instructor moved into the Life Skills and Coordinator position on July 28, 2023*
3. *Tricia Dauterive was hired into the open HISET position on September 18, 2023*



Apprenticeship Training

Currently Newton has 34 registered apprentices, with 5 completing within the past year. Incarcerated individuals that are participating in the following apprenticeship programs are listed:

Homes for Iowa continues to grow and is a vital program which allows II's to learn and master a wide range of construction skills including electrical, HVAC, plumbing, and general overall construction certification (HPL). This program uses the nationally recognized NCCER curriculum. The resulting product of this program is new, economical homes built on site, and available to the public.

Quantum Plastics also continues to employ CRC II's giving them skilled opportunities both while incarcerated as well as when they are ready to release. The Plastic Mold Injection apprenticeship requires 2000 hours of OJT (1yr) and 170 hours related instruction (books and testing). In conjunction with training hours, II's complete a classroom portion where they are tested and required to display their new knowledge of this skilled trade.

Below is a snapshot of some of the current apprenticeship programs currently going on at NCF/CRC, and the necessary hours and related instruction hours required to successfully complete the program:

Baker – 6000 hours of OJT (3yrs) and 438 hours of related instruction (books and testing)

- Cleaning & greasing pans; care of machinery, cleaning utensils and room; personal cleanliness
- Handling, racking, filling, icing – doughnuts, bread, cakes and cookies
- Mixing, making up, punching and picking out dough and handling dough
- Rounding up bread and rolls; making up bread, rolls etc., drop out cupcakes; help make pastry dough
- Dough room control; formula balance, temperature and times for baking

Cook – 4000 hours of OJT (2yrs) and 348 hours of related instruction (books and testing)

- Vegetable prep (cooked)
- Meat preparation (for cooking)
- Cooking (meats and vegetables)
- Making soups, gravies and sauces
- Making salads
- Baking

Electrician – 8000 hours of OJT (4yrs) and 635 hours of related instruction (books and testing)

- Wiring
- Control Equipment
- Fixture Work
- Lighting

- Assembly
- Installation
- Electric Motors
- General Maintenance
- Hanging fixtures and appliances
- Electronic Control and Equipment
- Instrumentation
- Electrical Safety

Landscape Technician – 2000 hours of OJT (1yr) and 170 hours of related instruction (books and testing)

- Organize equipment, tools and materials for maintenance projects.
- Maintain (sharpen and minor adjustments) tools, equipment, check and advise vehicle maintenance.
- Mow, edge and rim turf areas using tools and equipment safely.
- Weed, rake and cultivate, shrub, groundcover, and turf areas using tools safely.
- Plant, cultivate, maintain flowerbeds and potted plants using tools safely.
- Prune shrubs and trees (below 30 feet) using tools and safety equipment.
- Stake, guywire and adjust hose ties, etc., to prevent girdling.
- Apply fertilizers as directed.
- Apply specific herbicides, insecticides, and fungicides as directed using tools and equipment safely.
- Apply rodent baits and traps as directed.

Welder – 6000 hours of OJT (3yrs) and 450 hours of related instruction (books and testing)

- Shielded Metal Arc Welding
- Gas Metal Arc Welding
- Submerged Arc Welding
- Gas Tungsten Arc Welding
- Oxygen Acetylene cutting and Welding

Homes for Iowa Apprenticeships—8000 hours of OJT (4yrs) and NCCER instructions and testing.

- Electrician
- Plumber
- HVAC
- HPL –2000 hours of OJT (1yr)



Transportation/Distribution/Logistics Training at Iowa Correctional Release Center

Course Description

Six week comprehensive training for warehousing and logistics careers provided by Central Iowa Works and DMACC. Students will learn about the global supply chain basics, logistic environments, safety principles, material handling and equipment operation, hazmat materials, quality control, product receiving, storage, packaging and shipment, inventory control, transportation modes, dispatch and tracking.

Individuals who complete the course will earn four certificates: Certified Logistics Associate and Certified Logistics Technician through Manufacturing Skill Standards Council (MSSC), Osha 10 certification, and Forklift Certification.

These II's will have demonstrated the skills and received the certifications that make them eligible for employment opportunities such as forklift operator, order filler, stocker, materials handler, production worker, shipping and receiving clerk, assembly worker, dock worker, distribution worker, inventory clerk, and many more.

Puppy Jake Project:

CRC has partnered with the Puppy Jake Foundation on training service dogs for wounded military veterans since 2015. Each service dog goes through 5 phases of training before they are placed with their veteran. We currently assist with training the dogs in Phase 2 as they are adolescents and need the additional structure that we can provide. We receive the dogs when they are between 6 and 8 months old and Phase 2 takes 5 months to complete. We have had 10 dogs complete their phase 2 programming this fiscal year. We currently have 3 dogs that are in the middle of their phase 2 training and are scheduled to complete in August 2024. CRC recently had the opportunity to be part of a documentary on the Puppy Jake Foundation being produced by Iowa Public Television. This documentary is scheduled to complete and air early spring of 2025. Below are photos of our current Phase 2 puppies in training, Harley (11 months), Liberty "Bert" (10 months) and RK (11 months).



NCF Financial Report

		Department Revised Budget	Year to Date Actuals	Projected Remaining Revenue / Expense	Projected Total	Total Projected Percentage
FTE Positions						
	Correctional Officer	140				
	Total Staffing	264				
Resources Available						
04B	Balance Brought Forward - Drug Forfeiture	-	-	-	-	---
04B	Balance Brought Forward - Local Funds	-	-	-	-	---
04B	Balance Brought Forward - General Fund	-	-	-	-	---
05A	Appropriation	30,437,665	30,437,665.00	-	30,437,665.00	100.00%
---	Appropriation Transfer	-	(125,000.00)	-	(125,000.00)	---
05L	Legislative Adjustments	-	-		-	---
201R	Federal Support	1	-	-	-	0.00%
202R	Local Governments	-	-	-	-	---
204R	Intra State Receipts	825,000	894,038.60		894,038.60	108.37%
205R	Reimbursement from Other Agencies	1	-	-	-	0.00%
234R	Transfers - Other Agencies	124,542	92,127.04	-	92,127.04	73.97%
301R	Interest	-	-	-	-	---
401R	Fees, Licenses & Permits	120,000	113,545.36		113,545.36	94.62%
401R	Enrollment / Supervision Fees	-	-	-	-	---
401R	Sex Offender Fees	-	-	-	-	---
401R	IDAP / BEP Fees	-	-	-	-	---
401R	Other Client / Group Fees	-	-	-	-	---
402R	Tuition & Fees	-	-	-	-	---
501R	Refunds & Reimbursements	72,000	54,209.61		54,209.61	75.29%
501R	State Offender Rent	-	-	-	-	---
501R	Federal Bed Rent	-	-	-	-	---
501R	Federal UA Contract Reimbursements	-	-	-	-	---
602R	Sale of Equipment & Salvage	-	-	-	-	---
603R	Rents & Leases	-	-	-	-	---
604R	Agricultural Sales	-	-	-	-	---
606R	Other Sales & Services	-	-	-	-	---
701R	Unearned Receipts	-	-	-	-	---
704R	Miscellaneous	1				0.00%
Total Resources Available		<u>31,579,210.00</u>	<u>31,466,585.61</u>	<u>-</u>	<u>31,466,565.61</u>	<u>99.64%</u>
Funds Expended and Encumbered						
101	Personal Services-Salaries	24,933,870	23,975,797.83	-	23,975,797.83	96.16%
202	Personal Travel (In State)	18,000	22,765.43		22,765.43	126.47%
203	State Vehicle Operation	109,000	88,686.18	-	88,686.18	81.36%

204	Depreciation	10,000	306,976.17		306,976.17	3069.76%
205	Personal Travel (Out of State)	1,700	1,870.68	-	1,870.68	110.04%
301	Office Supplies	29,500	35,719.82	-	35,719.82	121.08%
302	Facility Maintenance Supplies	215,138	173,699.61	-	173,699.61	80.74%
303	Equipment Maintenance Supplies	109,000	130,831.29	-	130,831.29	120.03%
304	Professional & Scientific Supplies	221,000	249,548.75	-	249,548.75	112.92%
306	Housing & Subsistence Supplies	350,000	429,069.11	-	429,069.11	122.59%
307	Ag,Conservation & Horticulture Supply	16,000	10,133.53	-	10,133.53	63.33%
308	Other Supplies	28,000	64,091.54	-	64,091.54	228.90%
309	Printing & Binding	-	14.20	-	14.20	---
310	Drugs & Biologicals	-	-	-	-	---
311	Food	2,116,800	2,219,784.58	-	2,219,784.58	104.87%
312	Uniforms & Related Items	155,000	223,709.87	-	223,709.87	144.33%
313	Postage	50	9,669.35	-	9,669.35	19338.70%
401	Communications	105,000	106,350.15	-	106,350.15	101.19%
402	Rentals	4,000	8,421.18	-	8,421.18	210.53%
403	Utilities	1,180,000	1,153,181.98	-	1,153,181.98	97.73%
405	Professional & Scientific Services	480,000	224,220.71	-	224,220.71	46.71%
406	Outside Services	117,148	171,762.58	-	171,762.58	146.62%
407	Intra-State Transfers	-	35,486.31	-	35,486.31	---
408	Advertising & Publicity	1	3,247.00	-	3,247.00	324700.00%
409	Outside Repairs/Service	165,148	353,997.28	-	353,997.28	214.35%
412	Auditor of State Reimbursements	-	-	-	-	---
414	Reimbursement to Other Agencies	265,000	347,851.45	-	347,851.45	131.26%
416	ITD Reimbursements	200,000	150,557.13	-	150,557.13	75.28%
417	Worker's Compensation	-	-	-	-	---
418	IT Outside Services	-	-	-	-	---
419	Intra Agency Reimbursement	-	-	-	-	---
433	Transfers - Auditor of State	-	-	-	-	---
434	Transfers - Other Agencies Services	1	320.00	-	320.00	32000.00%
501	Equipment	66,603	212,948.99	-	212,948.99	319.73%
502	Office Equipment	-	-	-	-	---
503	Equipment - Non-Inventory	80,000	35,441.87	-	35,441.87	44.30%
510	IT Equipment	225,000	319,291.89	-	319,291.89	141.91%
601	Claims	-	-	-	-	---
602	Other Expense & Obligations	378,000	401,016.15	-	401,016.15	106.09%
604	Securities	-	-	-	-	---
701	Licenses	250	223.00	-	223.00	89.20%
702	Fees	-	-	-	-	---
705	Refunds-Other	-	-	-	-	---
901	Capitals	-	-	-	-	---
	Support Totals	6,645,339.75	7,490,787.78	-	7,490,787.78	
---	Balance Carry Forward - Drug Forfeiture	-	-	-	-	---
---	Balance Carry Forward - Local Funds	-	-	-	-	---
---	Balance Carry Forward - General Fund	-	-	-	-	---
---	Reversion	-	-	-	-	---
	Total	31,579,209.75	31,466,585.61	-	31,466,585.61	00/64%
	Ending Balance				-	

NCF/CRC GRIEVANCES FY24

<u>Type of Grievance</u>	<u>NCF</u>	<u>CRC</u>
Activities	0	0
Canteen	5	0
Discrimination	21	0
Facility Conditions	23	5
Fees	6	1
Food	52	1
Legal	46	1
Mail	47	1
Medical - Care	45	11
Medical - Copay	4	1
Medical Dental	0	0
Money	12	6
Non-Grievable (Formal Process Exists)	122	7
Incarcerated individual Behavior/Action	11	4
Phone	2	0
Policy	15	1
PREA	5	0
Privileges	88	5
Property Damaged	18	4
Property Lost	113	3
Records	4	0
Religious	6	2
Safety	2	0
Sanitation	3	0
School	2	0
Staff Behavior/Action	251	10
Staff Racial Issue	0	0
TOTAL GRIEVANCES	901	63

HEALTH SERVICES

We have a dedicated team of nurses, physicians, and dental assistant that are dedicated to provide quality care to the incarcerated individual population at both NCF and CRC. The team includes 13 nurses, 1 nursing unit coordinator, a full-time dentist and physician, a dental hygienist, and a part-time optometrist.

PHYSICIAN ENCOUNTERS	2,501
NURSE ENCOUNTERS	10,438
INTAKE SCREENING (PRH)	0
PSYCHOLOGIST	6,244
DENTAL ENCOUNTERS	1,055
OPTOMETRY ENCOUNTERS	583
OFF-SITE APPOINTMENTS	711
X-RAYS	419
LABS	1,703
GRAND TOTAL:	23,654



NCF DIETARY

The NCF dietary department is currently managed by a Food Service Director III, Ashley Swank and 11 Correctional Food Service coordinators.

The Staff oversee all aspects of the food service operation from menu and recipe development, pre-preparation, preparation, tray service, bulk food delivery, sanitation, and clean up. Production, tray assembly, sanitation, and clean up are completed by the Incarcerated Individuals. Security is an important part of our daily jobs and is essential to maintain a safe environment for all of the Incarcerated Individuals, and Staff.

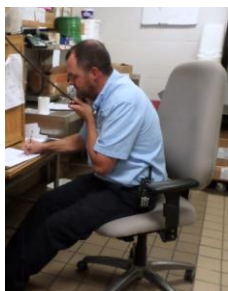
Twice a week on each shift, the coordinators visit the units during a meal service to ensure sanitation practices are being met and proper portions are being served. They are also there to field questions the officers or II's may have.

NCF/CRC gardens contribute fresh vegetables for our menus. We have recently expanded the NCF garden to better utilize our special needs population and help give some relief to CRC garden crew. In planning our garden, we specifically choose vegetables that we cannot only use now, but process and store for later use throughout the winter, i.e. onions, tomatoes, green peppers, etc.

In partnership with the Iowa Department of Natural Resources we have been planting "Native Prairie Plants" for the DNR's restoration project. During each fiscal year we have tilled more area at NCF to add more prairie plants for them. II's will keep the DNR plant areas free of weeds and then harvest and dry the seeds for the DNR. The DNR have been gracious enough to allow us to use some of the grasses as ornamental landscape for the new flower beds in the front of our facility.

NFC continues to be affected with the supply chain and higher prices of food. Constant menu changes due to suppliers not being able to meet our food and supply demands was a hurdle that was difficult but managed. The changes to our meals during this situation needed to accommodate nutritional needs but to stay within the budget limitations.

Throughout all the challenges we have faced, Dietary has continued to meet all of the responsibilities of labor, finances, and changes on a daily basis in a positive and cooperative manner so that the goals of the Department and the mission of NCF could be met. NCF averages \$2.51 per meal per incarcerated individual which is the 3rd lowest in the state!



WAREHOUSE

The Newton Correctional Facility warehouse is a large central warehouse that supplies the facility with food, maintenance supply, incarcerated individual clothing, chemicals and other necessities. All incoming freight is processed through the warehouse.

The warehouse provides many opportunities for incarcerated individuals to build work and pro social skills prior to leaving prison and successfully reentering society. Among the individual skill sets are *Inventory Management, Safe Food Handling, Supply & Freight Issue, Storage Regulations, Warehouse Safety, Warehouse Equipment Operation, Purchasing & Receiving, and Warehouse Operations* (as a whole).



BUILDING SERVICES

The Building Services department manages the institution's housekeeping processes throughout the support buildings and provides assistance to the living units with their incarcerated individual work crews. Building Services Coordinators manage the process of all trash and paper, metal and plastic recyclables, as well as chemical dilution and distribution to the living units. Coordinators also oversee the laundering, repairing, storing and issuing of all incarcerated individual clothing. In the past year, over 20,000 loads of clothing, bedding & towels were laundered in the industrial capacity laundry machines. That number of loads equates to approximately 2,000,000 pounds of laundry.

Incarcerated individuals have opportunities to build work skills working in the building services department. Among the critical skill sets are *Floor maintenance, Waste & Recycling Management, Commercial Laundry Operations, Sewing & Tailoring, Equipment Operation, Bio-Hazard Cleanup, Chemical Handling & Safety, and Housekeeping/Janitorial Processes*.

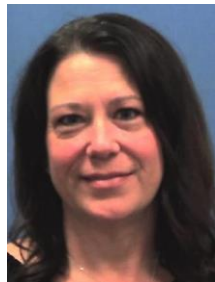


BUSINESS OFFICE STAFF:



RECORDS OFFICE STAFF:

HUMAN RESOURCES:



IT STAFF:



SAFETY OFFICER:



MAINTENANCE

The Maintenance team at the Newton Correctional Facility and the Correctional Release Center consists of 1 Plant Operations Manager 3, 1 electrician, 2 Electronic Engineering Technicians, and 10 Correctional Trade Leaders. Through our diversified trade skills, our goal is to maintain the facility while teaching valuable skills to incarcerated individuals that they can use once released. Listed below are some of our most recent projects.

Install of full body scanner, which required extensive remodel of space - **NCF**

Completion of Staff breakroom with custom table and cabinetry - **NCF**

Updated lighting throughout NCF - **NCF**

Upgraded cameras and Operating system - **NCF**

Fabricated display that was donated to Jasper County Sheriff's Department – **NCF**



Remodel of CRC Maintenance Shop - **CRC**

Removal of 2 unusable buildings - **CRC**

Remodel of Staff Uniform Issue Room - **CRC**

Install of concrete pads and shelters for gun ranges - **CRC**

Install of II personal washers and dryers - **CRC**

In addition to our regular maintenance, we also provide escorts and support for major maintenance issues that contractors come in to complete. These have included...

- Installation of new MAU for Dietary
- Installation of new cooling units for Control Center server room

CRISIS NEGOTIATION TEAM (CNT)

Newton CNT consists of the following members: Amy Montano, Brian Cupples, Martie Larsen, Joseph Munoz, Chelsea Wilder, Joseph Mayhew, Chris Clemmons, Mark Elliott, Robert Streeter, Damien Bayles, Lacey Plants, Alexis Hoffman, Matthew Youngkin (assistant team leader), and Robert Hazen (team leader).

Fiscal year 2024 included attending a 3 day annual conference and competition. The team got the opportunity to hear from speakers with a wide variety of expertise in the area of crisis negotiations. Speakers included individuals from the FBI, Scotland Yard and a former Texas Ranger.

Training over the fiscal year once again focused on both cell fronts and full deployment scenarios.



CERT

The NCF Correctional Emergency Response Team (CERT) is comprised of 13 members: Capt. Mike Brandt (CERT Commander), Capt. Ernie Galbreath, Capt. Dalton Mindham (K9), Sgt. Dalton Machin, Sgt. Zach Randall (Team Lead, Weapon and Chemical agent Instructor), Brian Pfeifer (Team Lead and Personal Safety Instructor), Eric McNulty (Medic), Matthew Anderson (Medic), Darren McPherson (Chemical Agents Instructor), Jared Landsperger, Ryan Trease, Chad Holmes and Tyler Ratcliff.

Some of their primary duties include assisting with problematic incarcerated individuals and conducting K9 escorts when needed. They are also utilized for armed transport of incarcerated individuals to higher security facilities. The CERT team is often utilized for large scale searches both at NCF as well as assisting other facilities as needed.



SST

SST Team Members



CO Justin Barry –



Sgt. Edmunds



Psych. Franke



Psych. Golden



CC Lohmeier



RS Pfeifer



CC Davis



CO Warnick



CC Wilder

STAFF SUPPORT TEAM (SST) part of STAFF SUPPORT PROGRAMS

A team of staff volunteers that provide assistance and intervention to employees and their families during and after times of personal and professional crises, including major emergencies. The team continues to stand strong in support of all staff in the face of major shifts in the nationwide labor market and the economy.

SST provides a listening ear, contact resources for assistance, and can assist in assistance when you have a need in life and discussions are kept confidential.

ACTIVITIES DEPARTMENT

The Activity Department, currently made up of four Activity Specialists, oversee a wide range of activities and events offered to the general population. The activities offered create many opportunities for incarcerated individuals to exercise, compete, learn and work together. The Activity Specialists work together to plan, organize and implement a variety of activities and events for both the medium and minimum security sites. Our goal is to promote pro-social behavior, through activity, to help reduce or eliminate future victimization.

The activities department offers opportunities for incarcerated individuals to participate in sports leagues throughout the year. These leagues are offered for basketball, soccer, flag football, volleyball, softball, and bags. Because much of the population has not participated in league play, the leagues offer a great opportunity for individuals to learn to work together as a team and to take pride in accomplishments. Before playing in a league, inmates are required to sign a contract that outlines good sportsmanship and expectations during league play.

CRC and NCF both have food windows that offer a wide variety of food available for purchase. In addition to the food window approximately 400 TVs are rented out each month, oversight of a 12,000 square foot weight yard and completion of 225 haircuts per week also happen under the guidance of the activities department.

Our Activities Specialists also serve on various teams and committees that include; Staff Victimization and Support Services, Staff Events and Wellness, CNT and CERT. In addition some of our activities staff teach staff training classes in implicit bias, personal safety, CPR and de-escalation.

In addition to the activities listed above, the activities department also oversees the following programs at the facility.

Inner library loan request
Art Permits
Barbershop
Guitar/Instrument maintenance and tuning
Storybook Program
Bingo
Weekend/Holiday tournaments (Indoor and Outdoor)
Religious Activities and Feasts
Yard Gardening
Grinnell College Programs
Personal Book Receiving and Tracking
New Inmate Orientation Classes
PREA orientation
Incarcerated Individual Photos

Library Services
Snack Shack
Rec. Equipment shack
Open Gym Activities
Weight yard



NCF Housing Units

Living Unit A (LUA)

LUA may house any of the following Privilege Levels: Administrative Segregation, Disciplinary Detention, Mental Health Observation, Suicide Self Injury Prevention, Safe Keepers returning from trial status, and Protective Custody. Incarcerated Individuals are in their cell 23 hours a day with 1 hour of exercise 5 days a week. Incarcerated individuals housed on LUA are restricted in the amount and type of items they may have in their cells to ensure their safety and security as well as that of the staff members who work on the unit. Incarcerated individuals are escorted in any time they are out of their cell by staff, with some levels requiring the use of restraints. The unit has 48 single bed cells, along with one observation cell.



Living Unit B (LUB)

LUB is a complex unit with a mixture of individuals. LUB currently maintains the following Privilege Levels: Safekeeper, Long Term Ambulatory, Mental Health Observation, Suicide Self Injury Prevention, TIP 1, 2 and 3 Special Needs incarcerated individuals. LUB runs on a strict schedule. The main objective of LUB is the application of a Special Needs program for lower functioning incarcerated individuals needing to complete the Sex Offender Treatment Program. The unit currently employs incarcerated individual mentors to help manage the population and provide positive role-modeling to help change negative incarcerated individual behavior.

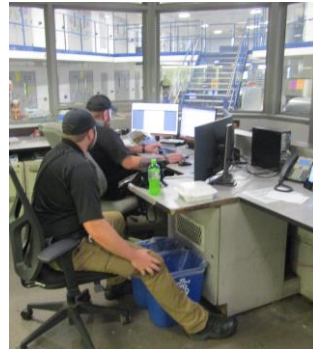
A fence between LUA and LUB provides a separate yard space to be utilized by the Special Needs incarcerated individuals and their mentors, in the effort to reduce opportunities for the Special Needs to be victimized by General Population incarcerated individuals. The special needs individuals take pride in gardening both flowers and onions for the institution.

There is also a fence between the left wing and LUC that provides an enclosed yard for Tip 1 individuals. All individuals that refuse treatment, get kicked out of treatment, or come out of segregation for a valid major report start out as Tip 1. Individuals can also be reduced down to Tip 1 for behavioral issues.

LUB also employs 7 ADLA workers for LTA individuals. These individuals assist with daily cleaning of cells of those that are part of the long term ambulatory program. Along with

cleaning, they assist with applying lotions and ted hose to the lower extremities, gathering meals, ensuring LTAs are showering, and going to their appointments. They provide a positive environment with ensuring these individuals are out of their cell to socialize and take part in activities.

All Special Needs individuals and individuals that are part of the LTA program that are not in treatment are given jobs on the unit.



Living Unit C (LUC)

LUC currently houses level 2 incarcerated individuals. Those in level 2 status are on unit for approximately 90 days and are in this status for treatment refusal, advancement from disciplinary sanctions and admits from other facilities. I/I's in this status are eligible for treatment programming, educational resources and work assignments. This is a transitional level, where privileges are reduced from the highest level, yet higher than the lowest level. The vast majority are here for SOTP with some hard to place I/I's and a few lifers. Staffing includes Treatment Services Director Dale Higgins, 3 Correctional Counselors, 1 Psychologist 3 and 1 Psychology Assistant.



Living Unit D (LUD)

LUD currently houses 243 tip level 2, 3 GP (general population) II's. The unit consists of the following staff: 2-3 security officers shifts 1-3, 5 counselors and 1 unit manager.

Tip 3 I/I's are allowed the same privileges as level 3 on LUE (more visiting time, late night, and the use of the microwaves). LUD consists of two person and three person rooms with toilets and sinks included.



Living Unit E (LUE)

LUE houses 242 tip 3 GP II's.

The unit consists of the following staff: 2-3 security officers shifts 1-3, 5 counselors, 1 psychologist and 1 unit manager.

II's maintain level 3 by having a job, being in treatment and maintaining positive behavior. Level 3 privileges include longer visiting times, late night on the unit, longer times on the yard and use of microwaves in the servery.

LUE consists of 2 person & 3 person rooms (dry cell) with communal restrooms and showers on each wing. The major difference from Unit E and the rest of the units is that LUE has wooden keyed doors rather than metal cell doors controlled by the unit post and master control. II's on the unit have keys to their doors.

LUD/ LUE has II mentors who are available for staff to utilize with I/I's who are having a bad day, displaying negative behavior, hygiene issues etc. By acting as a positive peer the mentors help II's to elicit change without staff direction.



Correctional Release Center (CRC)

Minimum Live Out and Minimum Work Out Custody

The Correctional Release Center (CRC) is a 388 bed Minimum Live-Out facility. The facility offers a variety of educational, vocational, and treatment programs to help prepare incarcerated individuals to successfully re-enter the community. Among the programs are: DMACC HiSET, literacy and life skills classes, 321J Prime for Life, Achieving Change through Value-Based Behavior, Moral Reconciliation Therapy, Central Iowa Returning Citizens Achieve, and apprenticeships through the IPI Homes for Iowa and Quantum Plastics employers. Onsite representatives from Iowa Workforce Development and the Iowa Department of Transportation assist releasing individuals with finding employment opportunities and obtaining a driver's license, which have been instrumental in helping reduce barriers to successful re-entry.



ILU (Independent living Unit Safe-keeper housing)

Safe-keeper (capacity 16 beds)

This housing unit consists of 4 rooms with capacity of 16 safe-keeper beds and is for those awaiting trial for civil commitment.

There is one Correctional Officer assigned to each of the 3 shifts and 1 Correctional Counselor who shares their time with CRC.



NCF PARTICIPATION IN TORCH RUN EVENT:

In May 2024, NCF had several staff show their support to the Special Olympics of Iowa by taking part in the Torch Run. There was also multiple runners from Newton PD, Jasper County Sheriff's Office and jail staff that came to take part as well.



NCF/CRC STAFF:



Correctional Workers' Week 2024

NCF Staff Events/Wellness Committee always line up a great week to celebrate Correctional Workers' Week! This year we enjoyed casual dress for a full week, Walking Tacos, a wonderful cook-out with hamburgers and brat burgers (sponsored by AFSCME Council 0451) and Culver's concrete mixers.

