

State of Iowa Department of Corrections

Policy and Procedures

Policy Number: AD-GA-10

Applicability: DOC

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Chapter 1: ADMINISTRATION & MANAGEMENT

Sub Chapter: GENERAL ADMINISTRATION

Related DOC Policies: IO-SC-27, IS-CL-03

Administrative Code Reference: 201-20.3, 201-20.8

Subject: COMMUNITY AND EDUCATIONAL ORGANIZATIONS

ACA Standards: 5-ACI-1A-06

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1. PURPOSE

To outline procedures that the Iowa Department of Corrections (IDOC) staff shall use to maintain cooperative relationships with community and educational organizations.

2. POLICY

It is the policy of the IDOC to maintain cooperation and information exchange with the academic community, community organizations, agencies involved in the reentry of incarcerated individuals and the public at large.

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- A. Local Criminal Justice and Community Involvement
- B. National and Statewide Organizations
- C. Academic Relations

3. DEFINITIONS – As used in this document:

- A. Community and Educational Organizations - Official groups existing at the community level that provide social services and educational programs to individuals.

- B. Criminal Justice System - Official organizations in the community that are responsible for the administration of the state's legal system, such as law enforcement, the courts, and community correction programs.
- C. Criminal Justice Organizations - Professional organizations that represent officials working in the criminal justice system.
- D. Incarcerated Individual Reentry - The preparation and transition from incarceration through community reintegration.
- E. See IDOC Policy **AD-GA-16** for additional Definitions.

4. PROCEDURES

A. Local Criminal Justice and Community Involvement

1. The IDOC participates in systematic planning activities and contributes information that facilitates the improved delivery of criminal justice services and incarcerated individual reentry. Wardens and IDOC executive staff participate with other agencies and organizations to ensure integration of IDOC operations and incarcerated individual reentry into the community. Each Warden/Designee shall document community involvement activities and reported results in the institution's annual report.
 - a. Special efforts shall be made to consult with law enforcement agencies, officers of the courts, community leaders and incarcerated individual reentry support partners, and members of college and university communities.
 - b. The institution's engagement of community and educational organizations shall include input into institutional goals, programs, and services. **(5-ACI-1A-06)**
2. At the option of the Warden, a community relations board may be established involving local citizens, including membership drawn from community and educational groups.
3. Professional tours may be available to observe institutional programming and activities with coordination/approval by the designee of the requested institution site.
4. All new programs and activities shall be vetted through a quarterly Program/Activity review of all applications. The Program/Activity review

shall be charged to ensure that all programs and activities are effective in reducing recidivism and efficient in use of state resources. Associate Wardens of Treatment/Designees shall complete the Program/Activity Pre-Screen and the Program/Activity Screening Checklist (**IS-CL-03 F-1**) for any new proposed core programs, whether those core programs be considered Interventions, Vocational/Educational, Activities, Increased Protective Factors, or Responsivity.

B. National and Statewide Organizations

1. Staff shall be encouraged to seek and maintain membership and leadership roles in local and national criminal justice associations such as the Iowa Correctional Association (ICA) and the American Corrections Association (ACA).
2. The Warden shall encourage cooperation, consultation, and planning with local criminal justice agencies.

C. Academic Relations

1. Cooperation with colleges and universities may include inviting members of the college and university faculty and student body to assist in institutional programming, encouraging staff to serve as lecturers, faculty, or consultants to the educational community, as well as developing programs that offer selected student internships or practicum programs in the facility.
2. The institution may provide tours and special programming within the facility to encourage visitation by students involved in academic criminal justice programs, as described in IDOC Policy **IO-SC-27, Tours**.