

ANAMOSA STATE PENITENTIARY

William Sperflage
Warden

ANNUAL REPORT
FISCAL YEAR

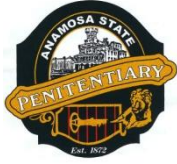
JULY 1, 2015 – JUNE 30, 2016

Submitted pursuant to Section 904.307 of the Code of Iowa



*The Mission of the Iowa Department of Corrections is:
To Advance Successful Offender Reentry to Protect the Public, Staff and Offenders from Victimization.*





MEMO

TO: Jerry Bartruff, Director

FROM: Acting Warden William Sperfslage

RE: Annual Report of the Anamosa State Penitentiary – FY2016

The past fiscal year has been one of significant change for ASP. During FY '16 I transitioned from the role of Interim Warden, receiving my official appointment as ASP Warden on October 9, 2015. I am both honored and humbled by the opportunity to serve in this capacity at the facility where I began my career. In so doing I have inherited a first rate group of staff and an organization with a rich history of service to Iowans. My goal has been to continue the growth of ASP as a learning organization that adapts to the needs of the Department of Corrections and citizens we serve.

In addition to my appointment, we filled two key leadership positions, with Mike Heinrich as Deputy Warden and Paul Nemmers as Associate Warden of Security. With the aforementioned in mind, we have begun a number of change initiatives that will be highlighted in this report. Those initiatives include adjusting our staffing levels to fulfill our mission, while still meeting our budgetary obligations; increasing the services we provide for offenders who have serious mental illness or are developmentally delayed; designing and opening a unit to house the DOC's protective custody offenders in a general population setting that affords them programming, education and work opportunities previously not available to this segment of the population; redefining our philosophy on offender discipline, moving to a process that focuses on correcting inappropriate behavior versus merely punishing offenders while at the same time providing positive incentives that motivate offenders to do well.

Our staff have responded in a remarkable way and made these efforts successful. This is a reminder of the importance of taking care of our most valuable resource, our staff. It is these staff that make ASP an extremely effective correctional operation that is widely recognized for the good work they do.

TABLE OF CONTENTS

MISSION STATEMENT	1
GUIDING PRINCIPLES AND BELIEFS	1
HISTORY OF THE ANAMOSA STATE PENITENTIARY	2-4
MANAGEMENT TEAM	4
LIVING UNITS	5-6
LOCATION.....	7
TABLE OF ORGANIZATION.....	8
COMMUNITY RELATIONS BOARD.....	9
EDUCATION DEPARTMENT	10
SOCIAL SERVICES	10
FINANCIAL REPORT.....	11
HEALTH SERVICES STATISTICS.....	12
PRISON SERVICES SNAPSHOTS	13
WORK UNIT CLOSURES.....	14
INTERVENTIONS	15-16
QUICK FACTS.....	17
BUSINESS OFFICE.....	18
HUMAN RESOURCES	18
DIETARY	19
POWER PLANT, MAINTENANCE	19
CENTRAL RECORDS	20
SECURITY OFFICE	20
AVERAGE DAILY POPULATION	21
EMPLOYEE RELATIONS COMMITTEE	21

MISSION STATEMENT

The mission state of the Iowa Department of Corrections is:

To advance successful offender reentry to protect the public, staff and offenders from victimization.

ANAMOSA STATE PENITENTIARY GUIDING PRINCIPLES AND BELIEFS

We work to maintain a safe, humane, and secure environment in which offenders are confined and controlled, staff and volunteers can work, and the public is able to visit.

We create and maintain an atmosphere in which the rights, dignity, and beliefs of all are respected.

We expect all people to be motivated, responsible, and hold them accountable for their actions.

We provide offenders with positive opportunities and they are encouraged to eliminate criminal behavior.

We believe the meaningful involvement of offenders in work and program activities is essential.

We are sensitive and responsive to the victims of criminal behavior.

We promote professionalism through high standards of performance, efficiency, knowledge, personal appearance and conduct.

We encourage offenders to participate in community service and other restorative justice activities.

We inform and educate the public through truthful and constructive public relations activities.

HISTORY OF THE ANAMOSA STATE PENITENTIARY

In 1872, the 14th Iowa General Assembly approved Anamosa as the site of the “Additional Penitentiary”. A three-member commission was formed to choose the site, purchase a quarry, and approve the architect’s plan. A 16-foot high wooden stockade was built around the eleven acre site, a small stone building was constructed containing wooden cells, and in the spring of 1873 twenty offenders were transferred to Anamosa from Fort Madison to begin building the new prison.

Construction of the first cell house began on May 8, 1874 and was completed by January 1875. It was two stories high with a basement. It contained 72 cells, each measuring 4 feet 6 inches wide, 7 feet 6 inches in height, and 8 feet in length.

In 1884, the name was changed to the Iowa State Penitentiary at Anamosa. The count in June 1885 was 281. By the 1890’s the prison’s construction was considered half-finished and Anamosa was accepting all of the state’s female and insane prisoners in addition to all male felons convicted in the northern half of Iowa.

In 1907, a reform movement prompted the beginning of prisons for younger first time offenders, and both the name and the role of Anamosa was changed to the Iowa State Reformatory. The women prisoners left in 1918 when the Women’s Reformatory opened at Rockwell City, while the care of prisoners with significant and mental health needs continued at Anamosa until the opening of the Iowa Security Medical Facility in 1969.

In July of 1982, Anamosa became Iowa’s first inmate reception center and served in that capacity until September of 1984. The population steadily increased until reaching 1,561 in 1996, the largest population since the 1930’s. In 1997, the Anamosa Men’s Reformatory was changed to the Anamosa State Penitentiary in order to more accurately reflect the institution’s role in Iowa Corrections.

Today, the Anamosa State Penitentiary is a Security Designation 5 (medium/maximum security) institution for adult males with a design capacity

of 911. As of June 30, 2016, we housed 936 offenders (872 at ASP and 73 at Luster Heights), of which 219 were lifers. FY16 average for the number of offenders who committed crimes against persons was 662.

In FY'16 the Anamosa State Penitentiary had 328 authorized positions, 233 of these were (including 11 Luster Heights) correctional security staff. In addition, Iowa Prison Industries employs 41 non-appropriated staff (includes IPI Farms) and Kirkwood Community College is staffed with 6 employees at the ASP site.

The purpose of ASP is to protect society from those who violate the laws of Iowa and prepare offenders to return to society as productive citizens. ASP primarily houses long-term offenders and those who have presented as management problems at other DOC facilities. At an appropriate time, Offenders are moved to less secure facilities as a part of the re-entry process. The primary function of staff is to provide a safe, secure and helpful environment which encourages behavior change.

The correctional process utilized to attain these objectives emphasizes individualized treatment and a disciplined environment. All resources are used to promote development of behavioral self-control, academic and vocational skills, and to institute decision-making abilities. Kirkwood Community College is the provider of HiSET (formerly GED) and literacy based education programs. Iowa Prison Industries (IPI) provides on-the-job training and work skills in License Plates, Signs, Graphic Arts, Housekeeping/Laundry, HVAC Filters, Metal Furniture, Custom Wood and Braille. In addition, IPI manages warehouse operations and a farm program including 1,434 acres with a cow-calf herd. Together, all staff works diligently to promote successful offender re-entry.

In February of 2014, the United States Department of Labor recognized and approved formal apprenticeship programs at the Anamosa State Penitentiary in the following areas: Computer Operator, Cabinet Maker, Welder, Air Conditioner/Refrigeration, Electrician, Plumber, Metal Fabricator, Powder Coat Paint Technician, Maintenance Repair/Builder and Cook.

The establishment of these apprenticeships was a joint effort by Iowa Prison Industries, Kirkwood Community College and ASP. This is a significant achievement resulting in tremendous vocational training opportunities for the offender population.

ASP also operates the Luster Heights Camp, a security designation 1 facility (minimum live-out). The Camp is located in the Yellow River State Forest in Northeast Iowa. The physical address is 481 Luster Heights Road, Harpers Ferry, Iowa 52146.

This facility has a capacity of 88, a licensed substance abuse program and provides offender workers to the Department of Natural Resources and various city, county and state government agencies under 28E Agreements.

Luster Heights



Management Team

The management-style at ASP is that of a transformational leadership team. A team approach, which calls for input from not only staff members but from offenders and the public through open lines of communication. The current Management Team consists of Warden – Bill Sperfslage, Deputy Warden – Mike Heinricy, Associate Warden of Security – Paul Nemmers, Associate Warden of Administration Lisa Oswald, Associate Warden of Treatment Tracy Dietsch, and Associate Warden of Iowa Prison Industries Al Reiter. The people of Iowa can be assured that the staff of the Anamosa State Penitentiary will continue to meet the many challenges we face as we work to make Iowa a safer place.



LIVING UNITS

Living Unit A

LUA was converted to a specialized housing unit in December of 2015 housing the special needs population at ASP. The average daily population of LUA was 50.

Living Unit B

LUB is a general population unit housing offenders in the Transition Incentive Program (Tip) levels 0, 1, 2, 3, and 4. LUB was converted to a single cell unit in January 2016. The average daily population of LUB was 381.

Living Unit C

LUC houses TIP 4 offenders who are long-term offenders who have demonstrated better than average adjustment in the institutional environment. Offenders are allowed greater freedom of movement while residing in this cell house. The average daily population of LUC was 311.

Living Unit D

Living Unit D has four separate floors: D-B, D-1, D-2, and D-3.

LUD-B is the Youthful Offender Unit designed to house the state's male juvenile offenders who are sentenced to the adult corrections system. This unit was established in 2014 because of standards associated with the federal Prison Rape Elimination Act (PREA). This act requires juveniles to be housed and supervised separate from the adult population. This population is directly admitted to ASP, bypassing placement at the Iowa Medical and Classification reception program. Once offenders in this unit turn 18 years of age they are transferred out of the unit into one of the adult populations within the IDOC. The average daily population of LUD-B was 6.

LUD-1 houses TIP 4 offenders who are short term (within 5 years of releasing into the community) and long term Tip 4 offenders who are waiting placement in LUC. The average daily population of LUD-1 was 75.

LUD-2 was converted to a long-term protective custody and non-protective custody housing unit on December 21, 2015. The average daily population of LUD-2 was 24.

LUD-3 houses offenders in administrative segregation, investigative segregation, protective custody, non-protective custody and disciplinary detention. Average daily population of LUD3 was 66.

Living Unit E

LUE houses offenders that have been approved to work outside of the institution working at the Power House, IPI Warehouse, Janitorial Services, Vehicle Entrance and Maintenance.

Disciplinary Detention (DD)

Offenders separated from the general population serving a disciplinary sanction may also reside in this unit. This unit can house up to 14 lock up offenders. The unit is typically closed due to budget concerns, but is opened when a need arises.

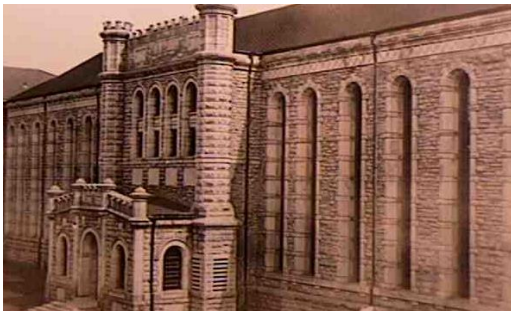
Health Services

This unit is divided into two separate wards.

The Temporary Medical Housing Unit (TMHU) houses offenders who are recovering from medical procedures or temporary medical conditions that need medical intervention.

The Special Treatment Unit (STU) houses long term medical or offenders with ambulatory issues.

Health Services also serves as the temporary housing of the SSIP and MHO offenders. There are 4 special cells (side rooms) used for this purpose.



LUB



LUC



AERIAL VIEW OF ASP



LUD BUILDING

The Anamosa State Penitentiary is located in Jones County on the West side of Anamosa. The physical address is:

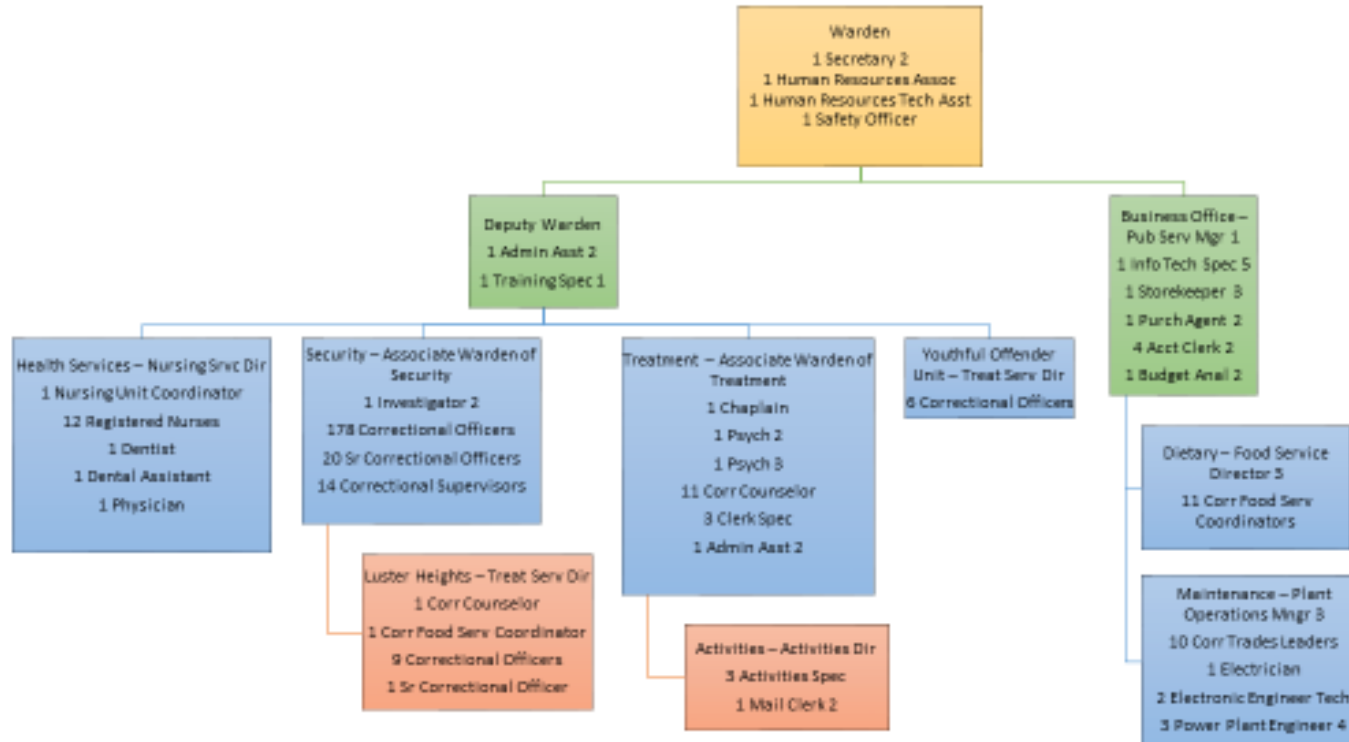
406 North High Street

Anamosa, IA 52205



Table of Organization

ANAMOSA STATE PENITENTIARY



COMMUNITY RELATIONS BOARD

The Community Relations Board was established in 2004 to serve as a two-way communication link between the Anamosa State Penitentiary and community leadership, and to help advance public education, understanding, and advocacy for issues concerning the institution. The Board consists of 11 members representing: local law enforcement, city and county government, business and civic organizations, ministerial, health care, media and lay persons of the community.

Meetings are held at least semi-annually and may include agenda items such as: offender population and security level trends, offender movement, significant news or events, goals and objectives, programs, staff changes, construction projects, accomplishments, special activities, visits/tours, budget status and community involvement.



EDUCATION

Education services are provided through Kirkwood Community College (KCC) for HiSet, Literacy, vocational computer skills and college level classes.

Grant Wood Area Education Agency provides special education services to qualified offenders.



SOCIAL SERVICES

Social Services consists of 1 Associate Warden of Treatment, 1 Treatment Services Director, 10 Correctional Counselors and 1 Psychologist. The department consists of 2 teams that meet weekly with offenders for level advancement and job placement, as well as facilitating a number of evidence based programs utilized to meet offenders needs including: CBISA, T4C, ACT-V, MIFVPP, Seeking Safety, Prime for Life and NAMI Peer to Peer.



2016 Financial Report

	Department Revised Budget	Actual Revenues and Expenditures	Encumbrances	Actual + Encumbrances	Percent (Actual of Budget)
FTE Positions					
Correctional Officer	188.00				
Total Staffing	321.00				
Resources Available					
04B Balance Brought Forward	5	1,791.00		1,791.00	35820.00%
05A Appropriation	33,668,253	33,668,253.00		33,668,253.00	100.00%
05Y Supplements				-	--
24T Appropriation Transfer				-	--
74T De-appropriation				-	--
201R Federal Support				-	--
202R Local Governments				-	--
204R Intra State Receipts	12			-	0.00%
205R Reimbursement from Other Agencies	15	2,301.00		2,301.00	15340.00%
234R Transfers - Other Agencies				-	--
301R Interest				-	--
401R Fees, Licenses & Permits	59,000	69,559.77		69,559.77	117.90%
501R Refunds & Reimbursements	795	1,174.30		1,174.30	147.71%
602R Sale of Equipment & Salvage	5			-	0.00%
603R Rents & Leases	28,877	24,443.36		24,443.36	84.65%
604R Agricultural Sales				-	--
606R Other Sales & Services				-	--
701R Unearned Receipts				-	--
Total Resources Available	33,756,962	33,765,731.43		33,767,522.43	100.03%
Funds Expended and Encumbered					
101 Personal Services-Salaries	27,985,785	26,856,280.07		26,856,280.07	95.96%
202 Personal Travel (In State)	37,551	36,027.36		36,027.36	95.94%
203 State Vehicle Operation	76,500	44,592.28		44,592.28	58.29%
204 Depreciation	5	50,000.00		50,000.00	1000000.00%
205 Personal Travel (Out of State)	21	2,482.16		2,482.16	11819.81%
301 Office Supplies	35,355	39,467.30		39,467.30	111.63%
302 Facility Maintenance Supplies	187,100	287,337.79		287,337.79	153.57%
303 Equipment Maintenance Supplies	82,510	165,656.44		165,656.44	200.77%
304 Professional & Scientific Supplies	98,005	124,643.45		124,643.45	127.18%
306 Housing & Subsistence Supplies	428,801	585,367.90		585,367.90	136.51%
307 Ag,Conservation & Horticulture Supply	11,005	19,040.44		19,040.44	173.02%
308 Other Supplies	88,025	102,060.80		102,060.80	115.95%
309 Printing & Binding				-	--
310 Drugs & Biologicals	10			-	0.00%
311 Food	1,449,078	1,784,185.17		1,784,185.17	121.75%
312 Uniforms & Related Items	318,005	372,448.60		372,448.60	117.12%
313 Postage	5,800	405.66		405.66	6.99%
401 Communications	51,000	50,499.53		50,499.53	99.02%
402 Rentals	2,351	2,165.10		2,165.10	92.09%
403 Utilities	1,150,000	1,232,658.93		1,232,658.93	107.19%
405 Professional & Scientific Services	197,516	197,476.00		197,476.00	99.98%
406 Outside Services	91,065	109,272.36		109,272.36	119.99%
407 Intra-State Transfers	5			-	0.00%
408 Advertising & Publicity	5	13,408.76		13,408.76	268175.20%
409 Outside Repairs/Service	121,920	127,302.06		127,302.06	104.41%
412 Auditor of State Reimbursements				-	--
414 Reimbursement to Other Agencies	529,770	517,585.57		517,585.57	97.70%
416 ITS Reimbursements	98,485	94,978.67		94,978.67	96.44%
417 Worker's Compensation				-	--
418 IT Outside Services	5			-	0.00%
433 Transfers - Auditor of State				-	--
434 Transfers - Other Agencies Services	1,440	2,183.03		2,183.03	151.60%
501 Equipment	77,070	221,691.86		221,691.86	287.65%
502 Office Equipment	50			-	0.00%
503 Equipment - Non-Inventory	53,540	109,342.49		109,342.49	204.23%
510 IT Equipment	40,015	105,490.49		105,490.49	263.63%
601 Claims				-	--
602 Other Expense & Obligations	538,610	525,840.50		525,840.50	97.63%
701 Licenses	2,365	1,055.00		1,055.00	44.61%
702 Fees				-	--
705 Refunds-Other				-	--
901 Capitals				-	--
91B Balance Carry Forward		3,288.00		3,288.00	--
93R Reversion		3,288.00		3,288.00	--
Total Expenses and Encumbrances	33,758,748	33,767,521.77		33,767,521.77	100.03%

HEALTH SERVICES STATISTICS

MEDICAL EXPENSES (Nursing, Infirmary, Pharmacy, Dental, and Radiology)

Average Cost Per Month	\$ 181,373.25
Average Daily Population	1,004.23
Average Cost Per Inmate Per Month	180.61



PRISON SERVICES SNAPSHOTS

July 1, 2015 - June 30, 2016

Anamosa State Penitentiary

Supervision Status	Active at Start	New Admits	Active at End	Closures	Offenders Served
Prison	975	541	874	643	1516
Prison Compact	13	4	14	3	17
Special Sentence	2	1	1	2	3
Totals	990	546	889	648	1536

Luster Heights

Supervision Status	Active at Start	New Admits	Active at End	Closures	Offenders Served
Prison	74	143	73	149	217
Totals	74	143	73	149	217

Active At Start/End Count is 1 minute after midnight.

Data for the prison population (active at start/end), as well as prison admissions, reflect information at the time of prison admission. Prison closures reflect information at closure. Therefore, while total active at start plus admissions minus releases equal active at end, this will not be true of information detail (e.g., supervision statuses, crime types, etc.).

Statewide information counts one offender once. Work unit totals may count some offenders in more than one work unit. This will often occur when an Iowa sentenced offender is released to Federal authorities for prosecution, and is then temporarily housed in another facility while awaiting that outcome. Therefore, while statewide active at start plus admissions minus releases equal active at end, this may not be true of work unit detail.

WORK UNIT CLOSURES

Anamosa State Penitentiary

Work Unit Closure Type	Closures	Percentage
Death	2	0.3%
Discharged - Expiration of Sentence	70	10.8%
Paroled to Detainer - Out of State	4	0.6%
Paroled to Detainer - U.S. Marshall	5	0.8%
Paroled w/Immediate Discharge	2	0.3%
Parole Granted	25	3.9%
Probation Granted - Non Shock	1	0.2%
Probation Granted - Reconsideration of Sentence	4	0.6%
Released on Bond	1	0.2%
Released to Special Sentence	5	0.8%
Terminated by Appeal - Conviction Overturned	1	0.2%
Work Release Granted	51	7.9%
Work Unit - Prison to Hospital Appt. Holdover	1	0.2%
Work Unit - Prison to Prison	475	73.3%
Work Unit - Prison to Stayed Under Appeal	1	0.2%
Work Unit Total	648	100.00%

Luster Heights

Work Unit Closure Type	Closures	Percentage
Discharged - Expiration of Sentence	2	1.3%
Paroled w/Immediate Discharge	5	3.4%
Parole Granted	72	48.3%
Probation Granted - Reconsideration of Sentence	2	1.3%
Work Release Granted	25	16.8%
Work Unit - Prison to Prison	43	28.9%
Work Unit Total	149	100.00%

INTERVENTIONS

Region Intervention Snapshot (Internal Interventions Only)

Anamosa

Internal Intervention	Active at Start	New Admits	Active at End	Closures	Offenders Served
ASP Apprenticeship - BAKER (BAKE PRODUCE)		2	1	1	2
ASP Apprenticeship - CABINET MAKER	7	3	7	3	10
ASP Apprenticeship - COMPUTER OPERATOR	13	13	20	7	26
ASP Apprenticeship - COOK (ANY INDUSTRY)	4	5	6	3	9
ASP Apprenticeship - ELECTRICIAN	4	2	3	3	6
ASP Apprenticeship - ELECT POWDER COATING TECH		2	2		2
ASP Apprenticeship - FABRICATOR-ASSEMBLER	6	11	10	7	17
ASP Apprenticeship - HOUSEKEEPER, COM, RES,IND		22	13	9	22
ASP Apprenticeship - MAINTENANCE REPAIRER, BUILD	2	5	5	2	7
ASP Apprenticeship - PAINTER (CONST)		1	1		1
ASP Apprenticeship - PLUMBER	4	1	2	3	5
ASP Apprenticeship - REFRIGERATION, AIR CONDITION		7	6	1	7
ASP Apprenticeship - SCREEN PRINTER		5	4	1	5
ASP Apprenticeship - WELDING, COMBINATION	5	3	3	5	8
CALM	26	31		59	57
Cognitive Behavioral Interventions for Substance Abuse	1	13	13		14
GED	1			1	1
HiSET (High School Equivalency)	47	31	27	52	78
Inside Out Dads		6		6	6
Janitorial Services	18	9	1	26	27
Literacy	5	19	4	20	24
Moderate Intensity Family Violence Prevention Program		37		37	37
Peer to Peer		19	11	7	19
Psychiatric Services	8		6	2	8
Relapse	20	26		46	46
Thinking For A Change		72	23	49	72
Victim Impact	1			1	1
Vocational - Computers		16	4	12	16
Work Readiness	4	6	3	7	10
Internal Intervention Totals	176	367	175	370	543

Luster Heights

Internal Intervention	Active at Start	New Admits	Active at End	Closures	Offenders Served
A New Direction (Gen Pop)	25	2		29	27
Criminal Thinking Program		59		59	59
PRIME For Life - 321J		27		27	27
Relapse		62		62	62
Internal Intervention Totals	25	150		177	175

Region Intervention Program Snapshot

Intervention Program	Active at Start	New Admits	Closures	Active at End	Offenders Served
Re-Entry Medicaid Coverage		11	10	1	11
Total		11	10	1	11

ASP Region Intervention Snapshot Closures

Intervention / Closure Category	Administrative	%	Intermediate Sanction	%	Successful	%	Unsuccessful	%	Totals	Totals %
A New Direction (Gen Pop)					29	100.0%			29	5.3%
ASP Apprenticeship - BAKER	1	100.0%							1	0.2%
ASP Apprenticeship - CABINET MAKER	1	33.3%			2	66.7%			3	0.5%
ASP Apprenticeship - COMPUTER OPERATOR	1	14.3%			6	85.7%			7	1.3%
ASP Apprenticeship - COOK (ANY INDUSTRY)	3	100.0%							3	0.5%
ASP Apprenticeship - ELECTRICIAN					3	100.0%			3	0.5%
ASP Apprenticeship - FABRICATOR-ASSEMBLER	3	42.9%			3	42.9%	1	14.3%	7	1.3%
ASP Apprenticeship - HOUSEKEEPER	6	66.7%			2	22.2%	1	11.1%	9	1.6%
ASP Apprenticeship - MAINTENANCE	2	100.0%							2	0.4%
ASP Apprenticeship - PLUMBER	2	66.7%			1	33.3%			3	0.5%
ASP Apprenticeship - REFRIG AIR CONDITION	1	100.0%							1	0.2%
ASP Apprenticeship - SCREEN PRINTER	1	100.0%							1	0.2%
ASP Apprenticeship - WELDING, COMBO	2	40.0%			3	60.0%			5	0.9%
CALM					58	98.3%	1	1.7%	59	10.8%
Criminal Thinking Program					59	100.0%			59	10.8%
GED	1	100.0%							1	0.2%
HiSET (High School Equivalency)	24	46.2%	1	1.9%	27	51.9%			52	9.5%
Inside Out Dads					6	100.0%			6	1.1%
Janitorial Services	6	23.1%			18	69.2%	2	7.7%	26	4.8%
Literacy					20	100.0%			20	3.7%
MIFVPP	3	8.1%			31	83.8%	3	8.1%	37	6.8%
Peer to Peer							7	100.0%	7	1.3%
PRIME For Life - 321J					27	100.0%			27	4.9%
Psychiatric Services	2	100.0%							2	0.4%
Relapse	5	4.6%			102	94.4%	1	0.9%	108	19.7%
Thinking For A Change					44	89.8%	5	10.2%	49	9.0%
Victim Impact	1	100.0%							1	0.2%
Vocational - Computers					11	91.7%	1	8.3%	12	2.2%
Work Readiness	2	28.6%			5	71.4%			7	1.3%
Closure Type Totals / %	67	12.2%	1	0.2%	457	83.5%	22	4.0%	547	100.0%

FY16 QUICK FACTS

- Design Capacity – ASP – 911 Luster Heights – 88
- Actual 936 Total (ASP - 868) (Luster Heights – 69)

STAFF

- 328 Authorized Positions (FY '16)
- 233 (includes 11 Luster Heights) Correctional Security Staff
- 41 Iowa Prison Industries authorized non-appropriated staff (includes IPI Farms)
- 6 Kirkwood Community College Employees

OFFENDERS

- Average Age – 39
- Average Education – 11.6 years
- Average Length of Sentence – 29 yrs., 1 mos., 12 days
- Lifers – 218
- Violent Crime – 656 (76% of offender population)

FINANCES

- Total Appropriation - \$33,668,253
- Average Daily Cost Per Offender - \$86.16

SUPPORT SERVICES

BUSINESS OFFICE

Associate Warden of Administration Lisa Oswald supervises the Business Office. Other Business Office staff include Jill Kennebeck, Purchasing Agent 2; Jean Hall, Budget Analyst 2; Accounting Clerks Mary Rose Coleman, Mavis Engler, and Janice Holub; Julie Cline, Info Tech Specialist 5; and Keith Paulson, Canteen Operator. Lisa also oversees the operations of the departments of Dietary, Maintenance, and Powerhouse. The operating budget for ASP and LUH in FY15 was \$33,668,253.00.

The Business Office staff handle the day to day financial transactions of the institution which include budgeting, offender fees, release money, offender payroll, commissary purchases, store orders, Omail, and inmate benefit accounts. In addition, institutional purchases, staff travel claims, bill processing, and other financial transactions are processed.

HUMAN RESOURCES

The Human Resources office is staffed with Anne Siebels, Human Resources Associate and Brenda Brokens, Human Resources Technical Assistant. Each one is responsible for specific administrative duties involving transactions related to the hiring and interviewing process, retirements and layoffs, insurance/dental benefits, payroll deductions associated with workers' comp, assisting supervisors with grievances and discipline, posting bids, processing FMLA documents, verifying KRONOS entries are accurate, and similar functions associated with human resources. KRONOS is the time keeping system that tracks hours worked and leave taken for employees.

DIETARY

The Dietary Department is supervised by Food Service Director 3 Carrie Klatt and staffed with 11 Correctional Food Service Coordinators (CFSC). This department oversees food service needs of the institution to include menu and recipe development (for regular and special diets), food preparation, sanitation, and cleanup while maintaining a safe and secure environment for offenders and staff. Offenders are included in the processes of food preparation, sanitation and clean up.

In FY16, 1,314,486 meals were served at ASP and LUH with an average cost per meal of \$2.32.



POWER PLANT AND MAINTENANCE

Plant Operations Manager 3 Steve LeClere oversees the operations of both the Power Plant and Maintenance Department. Three Power Plant Engineer 4s are directly responsible for the operation, maintenance and security of the equipment in the Power Plant, which supplies utility services to the institution.

The Maintenance Department consists of 10 CTLs, one Electrician, two Electronic Engineer Technicians and one Storekeeper. These staff are responsible for the repairs, maintenance, plumbing, and new construction associated with the safety and security of a prison that is over 140 years old along with the buildings located at the Luster Heights Camp.

CENTRAL RECORDS

Central Records staff consist of Administrative Assistant 2 Penny Schiltz and Clerk Specialists Tammy Brown, Amy Christianson, and Sharon Vratney. Staff in this department process offender records pertaining to offenders transferring in or to other institutions, coordinate offender releases (including discharges), and process the computation of offender time due to discipline, jail credit, additional sentences, etc.



SECURITY DEPARTMENT

The Anamosa Security Department at full staffing is comprised of 14 Captains, 20 Senior Correctional Officers, 2 Senior Correctional K-9 Officers, 179 Correctional Officers and 1 Investigator. Within these ranks we have members of the Correctional Emergency Response Team (CERT), Hostage Negotiations Team and PREA Investigators who are all trained and prepared to handle a multitude of emergencies throughout the institution. They all play a unique role in meeting the Department of Correction's mission. This department operates with 3 shifts, 24 hours a day, seven days a week.

Average Daily Population for FY16

Anamosa State Penitentiary	935.35
Luster Heights Camp	68.88
Total	1004.23

EMPLOYEE RELATIONS COMMITTEE

The Employee Relations Committee (ERC) is a group of 12 staff from the departments of: security, treatment, health services, Prison Industries and administration. Current members include: Keith Paulson, Canteen Operator; Tami Moore, Secretary 2; C/O's Terry Brownell and Lisa Roberts; SCO's Clint Phillips and Josh Meyer; Luke Fowler, State Industries Tech; Treatment Services Director Kasey Bean; Counselor Elizabeth Kluesner; Accounting Clerk 2 Marie Zirkelbach; and Nurses Amy Shipley and Dana Murray.

ERC members meet monthly to share ideas on how to promote a positive working environment for the good of the institution. Some of the major accomplishments the ERC achieved in FY16 include: presenting selected staff with certificates of recognition for their outstanding performance, hosting a free cookout annually in May to honor correctional officers and workers, preparing a free holiday breakfast and free appetizer buffet at Christmas, holding a variety of silent auctions and several food events including the Service Awards Luncheon, providing a memorial to families that lost a loved one, providing retirees with a plaque, certificate and a reception, and sponsoring the Annual Blood Drive. One of the most rewarding events that the ERC, in conjunction with the CERT Team and the Anamosa State Penitentiary Museum, takes part in annually is providing 18 local families in need with a food basket valued at \$50.00 for the Christmas holiday.

