Fifth Judicial District
Department of Correctional Services

FY16 Annual Report
July 1, 2015 – June 30, 2016

Serving 16 Counties in Central Iowa
Adair, Adams, Clarke, Dallas, Decatur, Guthrie, Jasper, Lucas, Madison,
Marion, Polk, Ringgold, Taylor, Union, Warren and Wayne
Message from the District Director

Dear Director Bartruff,

It is my privilege to present our FY2016 Annual Report, which highlights many of the accomplishments achieved by our staff throughout the fiscal year. In many respects, FY2016 was a testament to the ability of our staff to adapt and succeed in an environment that involved many personnel changes. The District transitioned through my hiring as the new director in December 2015, and shortly thereafter, we learned we would need to eliminate ten total FTEs funded through a federal grant because the funding was unexpectedly eliminated due to a change in the grant’s scope. Through it all, our staff demonstrated tremendous resiliency and continued to make our mission their top priority.

Outside of the many accomplishments contained in this report, some of the more notable highlights from FY16 include our pursuit of adopting the Public Safety Assessment. While the ultimate determination on whether this proprietary pretrial risk assessment will be made available to our District is still pending, our staff was intimately involved in educating the stakeholders about its utility and the benefits it could bring to the pretrial process. Additionally, through outside grants, we were able to purchase Tasers for our fugitive team and have three staff trained as Computer Voice Stress Analyzers. All of the above reflect the commitment of the District to pursue technologies that can enhance our operation.

As we look towards FY17, additional attention will be directed at expanding safety training for all staff, empowering staff to be leaders through various process improvement committees, and recruiting and hiring the best applicants for employment within the District.

In closing, I would like to extend my thanks and gratitude to the Board of Directors for the confidence they placed in me as the District Director, along with their continued support and interest in helping our staff in achieving the positive outcomes detailed in this report. I would also like to recognize my fellow Directors in the other seven district across the state, the Criminal Justice Coordinating Council, and the staff at DOC Central Office for their collaboration in making Iowa a national leader in community based corrections. Finally, I want to applaud the staff of the Fifth Judicial District Department of Correctional Services for the work they do and for making this District such an enjoyable environment to come to every day.

This report is submitted for filing with the Board of Supervisors of each county in the Fifth Judicial District per Iowa Code 905.4. This document reflects activities of the Fifth Judicial District Department of Correctional Services from July 1, 2015 through June 30, 2016.

Respectfully submitted,

Jerry L. Evans, Executive Director
Fifth Judicial District Department of Correctional Services
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<table>
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<th>Department</th>
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<tr>
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<td>Training</td>
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## Highlights for the Year

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<tr>
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</table>
Fifth Judicial District
Department of Correctional Services

Mission

We Protect the Public, Employees, and Offenders from Victimization and we seek to help transform offenders into productive Iowa citizens.

Beliefs

People can change
Offenders can become stable, productive citizens and employees
Every person should be treated with dignity and respect
Our work efforts need to make people safer
Everyone must work as a team if we are to succeed

Vision

An Iowa with No More Victims
History and Overview

The Fifth Judicial District Department of Correctional Services was developed in the early 1970s, and includes sixteen counties in south central Iowa: Adair, Adams, Clarke, Dallas, Decatur, Guthrie, Jasper, Lucas, Madison, Marion, Polk, Ringgold, Taylor, Union, Warren and Wayne. The District has both the most populous county in the state (Polk) and the least populous county (Adams). The Department functions under the oversight of a 20 member Board of Directors consisting of one Board of Supervisor member from each of the 16 counties in the District, two judicial appointees, and two citizen appointees. The District’s Director is hired by the Board of Directors.

The Fifth Judicial District is a community-based correctional organization providing a full spectrum of services; pre-conviction, post-conviction, and offenders in residential settings. The Fifth Judicial District is partially funded by the Iowa Department of Corrections through the Iowa State Legislature. The current total operating budget is approximately $27.5 million, which includes approximately $6 million of local revenues and grant funding. Hiring practices, technology and improved delivery of services have allowed us to embrace our mission to “protect the public, employees and offenders from victimization and we seek to help transform offenders into productive Iowa citizens”.

At fiscal year end, the Fifth Judicial District currently supervises approximately 8,450 adult offenders, and has a total staff of 264. The Fifth District operates offices in Adel, Chariton, Creston, Des Moines, Indianola, Knoxville, Osceola and Newton. The Fifth District has partnered with local government and law enforcement agencies and has staff co-located in the following communities: Ankeny, Perry, Guthrie Center, Winterset, Greenfield, Corning, Mount Ayr, Bedford, West Des Moines, Pleasant Hill, and Urban-dale.
1000 Washington  
Des Moines, IA 50314  
(515) 242-6604  
*Administration/Human Resources  
*Sex Offender Unit  
*Mental Health Unit  
*Low Risk Probation

910 Washington  
Des Moines, IA 50314  
(515) 242-6680  
*Probation Department  
*Youthful Offender Program  
*Pre-Sentence Investigation  
*Support Services

Polk County Courthouse  
500 Mulberry St  
Des Moines, IA 50309  
*Intake (515)286-3925

Polk County Jail  
1985 NE 51st Pl  
Des Moines, IA 50313  
(515) 875-5750  
*Pretrial Release  
*Release with Services  
*Intensive Pretrial Release

Women’s Residential Facility  
1917 Hickman Rd  
Des Moines, IA 50314  
(515) 242-6325  
*Fresh Start Women’s Center

Fort Des Moines Correctional Facility  
65 Gruber St Des Moines 50315  
(515) 242-6956  
*Domestic Unit/*Drug Court Program  
*Honors Program /*GPS Command Center

Fort Des Moines Residential Facility  
68/70 Thayer St Des Moines 50315  
(515) 242-6956  
*OWI /*Work Release  
*Federal / *Probation/Parole

Adel Office  
905 Main St  
Adel, IA 50003  
(515)993-4632

Chariton Office  
PO Box 368  
48559 Hy-Vee Road  
Chariton, IA 50049  
(641)774-8112

Creston Office  
119 N. Elm St  
Creston, IA 50801  
(641)782-8556

Indianola Office  
112 E. Salem  
Indianola, IA 50125  
(515)961-3095

Knoxville Office  
110 N. 1st St  
Knoxville, IA 50138  
(641)842-6002

Newton Office  
Jasper County Annex Bldg.  
115 N. 2nd Ave E., Suite J  
Newton, IA 50208  
((641)792-1101

LOCATIONS
Board of Directors

*Mike King  
(Chair)  
Judicial Appointment

*Tom Hockensmith  
(Vice Chair)  
Polk County

Judge Arthur Gamble  
Judicial Appointment

Cheeko Camel  
Citizen Appointment

Teresa Bomhoff  
Citizen Appointment

Steve Shelley  
Adair County

Linda England  
Adams County

*Marvin McCann  
Clarke County

*Kim E. Chapman  
Dallas County

Gary Boswell  
Decatur County

Mike Dickson  
Guthrie County

Denny Carpenter  
Jasper County

Dennis Smith  
Lucas County

Aaron Price  
Madison County

Mark Raymie  
Marion County

Royce Dredge  
Ringgold County

Jerry Murphy  
Taylor County

Dennis Brown  
Union County

*Crystal McIntyre  
Warren County

*David Dotts  
Wayne County

To view Board Meeting Minutes,  
please go to:  
http://fifthdcs.com/BoardMeetingMinutes.cfm
# 2012-2016 Strategic Plan – FY16 Progress

The Fifth Judicial District 2012-2016 Strategic Plan outlines the District’s goals and areas of concentration through June 30, 2016.

<table>
<thead>
<tr>
<th>Strategic Plan Goal</th>
<th>Sub-Goal to reach by 2016</th>
<th>Status</th>
</tr>
</thead>
</table>
| 1 Evaluate all programs and interventions for consistency with evidence-based practices by 2014, and tailor the allocation of resources to proven outcomes by 2016. | 2015-Reports will be completed and will explain how the various units or groups measured are evidence based (i.e., corresponds with known research for that particular intervention).  
2016-Develop a plan for implementation of change based on Step 2 findings. | In Progress |
| 2 Collaboration with family members and concerned persons will occur with all offenders on Low Normal supervision or above by 2016. | Improve training, in both frequency and content, concerning the value in contact family member and concerned persons, methods on how to facilitate this contact, and recommendations for follow up and maintenance of the contact. | In Progress |
| 3 Conduct a gap analysis on our re-entry process (i.e., from residential to field supervision) by 2014, and address gaps and limitations identified in the process by 2016. | A detailed list of growth areas will be developed regarding the transition from residential to field supervision. | Completed |
| 4 Become a Trauma Informed District by 2016 | The ACEs questionnaire will be implemented throughout the District, and offenders will be administered the questionnaire on an as needed bases determined by staff by 2014*. All staff will be trained on Trauma Informed Care by 2015. Case plan audits by Supervisors will include a measure or standard for evaluating trauma. Trauma, and/or factors associated with trauma, will be added to the case plan. | Completed |
| 5 Be paperless by 2016 | All Region offices will be paperless by 2014.  
Polk County offices will be paperless by 2016. | 2014 Completed  
2016 In Progress |
| 6 Develop and implement a new case plan by 2014. Have outcome data available by 2016. | Working Alliance Inventory (WAI) Surveys and exit surveys will be completed in all units. All staff will be trained in Motivational Interviewing. | Completed |
| 7 Enhance the therapeutic alliance with offenders. | Identify the need for services (i.e., baseline). Locate and build relationships with local resources in the rural counties. | In Progress |
| 8 Increase the capacity of programming for high risk and mentally ill offenders in our rural counties. | Automate the process to allow for online applications. | Completed |
| 9 Develop a more streamlined and effective intern/volunteer process. | Develop and implement a process for efficiently screening offenders for mental health and addiction related problems throughout the District, as well as develop and implement a comprehensive evaluation process for offenders supervised within the District’s Mental Health Unit. All offenders entering the Mental Health Unit will be screened for level of fit with the specificity of the Mental Health Unit.  
Criteria will be developed for individuals accepted in the Mental Health Unit.  
A “standard battery of tests” will be developed to measure mental health needs and level of functioning for all offenders accepted into the unit, unless they have already completed an assessment within a reasonable time, and is deemed acceptable by the Unit Psychologist. | Completed |
| 10 Improve the process of identification of mental illness, as well as services provided for individuals with mental illness in the 5th District. | *This sub goal was modified from “... all offenders will be administered the questionnaire as they enter the Correctional Services system by 2014” to “offenders will be administered the questionnaire on an as needed bases determined by staff by 2014.” | Completed |

*This sub goal was modified from “... all offenders will be administered the questionnaire as they enter the Correctional Services system by 2014” to “offenders will be administered the questionnaire on an as needed bases determined by staff by 2014.”*
Residential Table of Organization

- Fifth Judicial District
  - Board of Directors
  - Mike King Chairman

- Jerry Evans
  - District Director

- Art Rabon
  - Division Manager
  - 2 Systems Administrators
  - 1 Information Technology Specialist
  - 4 Residential Supervisors

- Darin Cox - Executive Officer
  - Fort Des Moines
  - PREA Coordinator
  - 1 Workcrew Leader
  - 3 Maintenance Technicians
  - 3 Foodservice Coordinators
  - 1 Cook

- Heather Bell - Residential Supervisor
  - Fort Des Moines
  - 1 PPO III
  - 4 PPO II
  - 2 CPM
  - 4 CTC
  - 1 Education Instructor
  - 2 Outside Providers

- Corey Disterhoft - Residential Supervisor
  - Fort Des Moines
  - 15 Residential Officers

- Cameron Gowdy - Residential Supervisor
  - Fort Des Moines
  - 12 Residential Officers

- Anthony Williams - Residential Supervisor
  - Fort Des Moines
  - 2 PPO II
  - 11 Residential Officers

- Peggy Urtz - Residential Manager
  - Women's Residential Facility
  - 1 PPO III
  - 1 CTC
  - 11 RO
  - 1 Chaplin
  - 1 Secretary
Field Services

The Field Services Branch provides community supervision to pretrial, probation, and parole cases. Cases are assigned to officers based on the offender’s level of risk, with the highest risk cases requiring more intensive supervision. High risk and intensive cases meet with their officer both in the office, and at their place of residence. Low risk cases typically do not require the officer to conduct home visits unless there is an issue. In every case, an inspection of the residence is conducted by the department prior to the offender discharging from prison. Officers utilize validated risk instruments and needs assessments as part of their supervision practices. The goal is to align available community resources and break down barriers in order to prevent future criminal behavior and protect the community.

Intermediate Criminal Sanctions

The Corrections Continuum is a sentencing option available to the Court under the Iowa Code 901B. The Corrections continuum consists of five levels:

- Level 1 – Non community-based corrections sanctions
- Level 2 – Probation and Parole which include monitored, supervised and intensive supervision sanctions.
- Level 3 – Quasi-incarceration sanctions are those supported by residential facility placement or twenty-four hour electronic monitoring.
- Level 4 – Short-term incarceration designed to be of short duration.
- Level 5 – Incarceration.

The law allows the Districts the authority to make administrative decisions regarding the supervision of community-based offenders within levels 2, 3 and parts of 4.

The Continuum:
- Uses a team approach to ensure fair and consistent decisions
- Uses intermediate community-based sanctions
- Provides immediate response to offender needs and accountability for behavior
- Reduces court time needed to conduct revocation hearings

Pretrial Release

Historically the purpose of pretrial release (PTR) was to assist judicial officers in making release decisions that were consistent and less dependent on release through financial means. Pretrial Release can also positively affect the jail population and most importantly, assist in determining which defendants pose the least probability of failing to appear in Court and/or obtaining new charges, and then allowing them to be released with no financial requirement. Different levels of release can be selected and requirements such as office visits, curfews, electronic monitoring, urinalysis, and treatment compliance can be imposed.

Presentence Investigation

A presentence investigation (PSI) is a report prepared with the purpose of assisting the Court in determining an appropriate sentence. It is also used as a case management tool by correctional authorities (prison and probation) subsequent to sentencing. A PSI is required by Iowa Code on most felonies and can also be ordered at the discretion of the Court on misdemeanors. A presentence investigation contains a full life history report of the defendant and incorporates several assessments which assist in determining a sentencing recommendation.
Centralized Intake

The Centralized Probation Intake Unit is housed in room B40 of the Polk County Courthouse and is staffed with four Community Program Monitors and two Secretaries. All new probationers are sent to the Centralized Probation Unit immediately following sentencing or their release from jail. Probationers are signed up on probation which includes; gathering biographical information and a level of risk being assessed. The probationer is then given reporting instructions to meet with a specific Probation/Parole Officer at a later date.

Low Risk Probation

The low risk program is designed to supervise non-violent cases whose scores using an actuarial risk instrument place them in a category that researchers suggests have a lower risk to commit a new offense. The contact standards for this population are not as intensive as higher risk cases, therefore, the two officers in this unit collectively supervise approximately 1458 offenders.

On average, the unit will complete 135 new intakes, 119 discharges and eight revocations per month. These cases are given specific court ordered conditions at their sentencing, and the probation officers will work with these cases to make sure their conditions are satisfied prior to the end of their probation term. Typically, a low risk case will provide verification through certificates of completion and proof of payment of their fines and fees somewhere around month five of their supervision which will make them eligible for early discharge at six months. The remainder of cases remain on supervision until everything is satisfied which on average is around the ninth month of their supervision.

Probation

Probation is the supervised release of adjudicated adult individuals in the community as a result of a deferred judgment or suspended sentence. Probation is pre-incarceration. Probation provides an alternative to institutionalization whereby convicted misdemeanants and felons remain in the community under supervision by a Probation/Parole Officer. Risk assessments are used to determine what level of supervision they should be supervised. An assessment of their areas of need is conducted and case planning is developed to address those needs. Offenders are monitored through urinalysis testing, breath analysis, electronic monitoring/GPS, surveillance, collateral contacts and referrals to community agencies. Attempts to engage family and pro-social support is also an essential function of supervision.

Parole

Parole is the supervised release of an offender from a state correctional institution. Parole is post-incarceration. Parole provides for a period of supervision in the community by a Probation/Parole Officer. Risk assessments are used to determine what level of supervision they should be supervised. An assessment of their areas of need is conducted and case planning is developed to address those needs. Offenders are monitored through urinalysis testing, breath analysis, electronic monitoring/GPS, surveillance, collateral contacts and referrals to community agencies. Attempts to engage family and pro-social support is also an essential function of supervision. Offenders are offered various opportunities and resources to assist in successful re-entry into society and a crime free lifestyle.
Region Offices

The Fifth Judicial District is made up of 16 counties. All 15 counties outside of Polk County are termed our “Region” counties which are separated into a Western and Eastern half. During Fiscal Year 2016, the 15 Region counties served 4,281 offenders, at which point about 2,240 were under supervision in the region at any one time. Of those 2,240 under supervision, approximately 1,950 are on probation, 230 are on parole and 60 are under Pre-trial Release supervision.

The Western half of the Region consists of ten counties; Adair, Adams, Clarke, Dallas, Guthrie, Madison, Ringgold, Taylor, Decatur and Union. Supervision is provided by 11 Probation/Parole Officer's and one Supervisor. Officers meet with offenders in Creston, Adel and Osceola, Madison County Law Enforcement Center, the Perry Police Department, Guthrie County Courthouse and the Adair County Courthouse.

The Eastern half of the Region covers five counties; Lucas, Jasper, Marion, Warren and Wayne. Supervision is provided by nine Probation/Parole Officer's and one Supervisor. Officers meet with offenders in Newton, Knoxville, Pella Police Department, Chariton and Indianola. There is one Probation/Parole Officer in the Region that is responsible for Presentence Investigations in 11 counties. The remaining Presentence Investigations are covered by the Des Moines office.

Interstate Compact

Interstate Compact is the transfer of an offender’s supervision between states. Offenders supervised are usually on probation or parole and are handled similar to Iowa offenders under supervision. In addition, courtesy pre-sentence investigations are performed for and by other states upon request.

Special Units/Programs

Domestic Abuse Unit

The Domestic Abuse Unit consist of three Probation/Parole Officer II’s, each supervising approximately 80 offenders, and two Probation/Parole Officer III’s supervising approximately 30 high risk offenders. Domestic abuse offenders require close monitoring because they often continue to pose a significant threat to the victim and children. The unit focuses on collaboration with community agencies such as Children and Families of Iowa Family Violence Center, local law enforcement agencies, Iowa Legal Aid, medical personnel and the Polk County Attorney’s Office in an effort to create a containment model of supervision for offenders convicted of domestic violence. The unit remains committed to continuing to seek out new assessments and implement updated tools designed to help with victim safety, provide better response to offender risk indicators, and provide stronger relationships with community stakeholders in responding to domestic violence.

Iowa Domestic Abuse Program (IDAP)

The Iowa Domestic Abuse Program (IDAP) provides educational groups for men and women who have been court ordered to participate following a conviction of Domestic Abuse Assault. Offenders must complete IDAP educational services per Iowa Code. The district continues to implement an IDAP curriculum that utilizes the Acceptance and Commitment Theory approach, which is the next generation in cognitive restructuring programming. Gender specific groups are offered by department and contract staff Monday through Saturday at a variety of times and locations in Des Moines, Creston, Indianola and Knoxville. One Spanish speaking group for males is available in Des Moines. Concord Behavioral Health also provides programming in Adel.
Drug and Alcohol Testing

The following table outlines the number of Urine Analysis Tests (i.e., UAs; drug screens) conducted in FY16. Based on these outcomes the District is re-evaluating the use of programming requirements and random UAs.

<table>
<thead>
<tr>
<th>Type</th>
<th>Negative</th>
<th>Positive</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Required UA’s</td>
<td>10,192</td>
<td>1,264</td>
<td>11,456</td>
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<tr>
<td>Random UA’s</td>
<td>4,123</td>
<td>1,194</td>
<td>5,317</td>
</tr>
<tr>
<td>Probable Cause UA’s</td>
<td>137</td>
<td>175</td>
<td>312</td>
</tr>
<tr>
<td>Random Breath Analysis</td>
<td>1,255</td>
<td>63</td>
<td>1,318</td>
</tr>
<tr>
<td>Probable Cause BA</td>
<td>33</td>
<td>50</td>
<td>83</td>
</tr>
<tr>
<td>Program Required BT</td>
<td>10,559</td>
<td>138</td>
<td>10,697</td>
</tr>
</tbody>
</table>

Drug Court Program

Drug Court is a special court with the responsibility of handling cases involving drug-using offenders with the capability of comprehensive supervision, drug testing, treatment services and immediate sanctions and incentives. It is a diversion program designed to divert non-violent substance abusing offenders from the criminal justice system into treatment and rehabilitative programming.

The Fifth Judicial District’s Drug Court has been operating since 1997. Drug Court convenes every Friday morning following a team conference reviewing each participant’s progress. The Drug Court program is a minimum of 15 months and has five phases, including an “alumni” phase where all Drug Court graduates get together monthly for fellowship and recreational outings. Alumni is facilitated by graduated Drug Court clients.

Non-violent drug offenders and drug related offenders are eligible for Drug Court. This includes offenders manufacturing for themselves to support their addiction and probation violators. A history of violence, including domestic abuse, possession or use of weapons may be excluding factors for admission into the program. Individuals with history of severe mental problems may also be excluded. Drug distributors and large-scale manufacturers are excluded. All applicants must be screened prior to being accepted. A Substance Abuse Subtle Screening Inventory (SASSI 3) and Iowa Risk Revised Assessment are utilized to assess the offender. Further screening includes the Jesness and an intake offender self-assessment.

Sanctions

Drug Court uses an escalating series of sanctions consistent with the Iowa Code and National Drug Court Model of Intermediate Sanctions. Actions are immediate, starting with the least intrusive, not imposed in anger or for reasons other than to obtain a change in behavior, with alternative positive behaviors provided following the sanction. Attempts are made to have a ratio of one sanction to five rewards. The goal is a long-term change extending beyond graduation from Drug Court. Drug Court clients also keep journals, complete written exercises, attend treatment programs and complete Community Service to address behavioral and attitudinal issues.

Drug Court Goals

- Reduce recidivism among drug offenders by employing the most effective use of existing resources for substance abuse treatment.
- Alter lifestyle of the offender to return them to productive and sober citizenship.
- Present effective alternatives to prison overcrowding and early release issues.
- Create a program which restores confidence in the courts an correctional services while saving dollars for the citizens of our city and county.
**Warren County OWI Court**

Warren County has developed a unique and creative way of facilitating supervision and treatment for offenders battling substance abuse issues. Developed in 2010, the OWI Court is a collaborative effort between the Court, County Attorney, Defense Counsel, Fifth Judicial District, and local treatment agencies. During this fiscal year, the OWI court statistics began being tracked by the County Attorney in late January of 2016. Since February, 2016, there have been 19 participants and 11 are currently active. Of the remaining eight participants, seven were successful graduates, and one was unsuccessful. One of the successful graduates has reoffended.

**Electronic Monitoring System & Global Positioning Satellite**

The Central Command Center (CCC), located at the Fort Des Moines complex in Des Moines, Iowa, is the statewide command post for all Electronic Monitoring Systems (EMS) including Global Positioning Satellite (GPS). EMS equipment is an adjunct to community based correctional supervision and treatment. The goal of this program is to monitor compliance of offenders movements in the community to enhance public safety. The District is utilizing the latest innovations in electronic surveillance to more effectively monitor high risk offenders. The District currently uses active monitoring units, mostly utilized by Intensive Probation Parole Officers with high risk offenders.

Of the EMS options, the GPS equipment is the most innovative electronic surveillance technology used by criminal justice agencies. The system combines GPS technology and advanced wireless communication protocols, flexible reporting and unique mapping capabilities to effectively track offenders twenty-four hours a day, 7 days a week. In addition to GPS, the district also utilizes an alcohol monitoring system along with a home curfew system to monitor high risk offenders.

The District’s GPS equipment is used to monitor offender’s whereabouts at all times. The CCC is electronically alerted when an offender is in violation of the GPS rules or is experiencing equipment issues that require immediate attention. If prompt action is needed, the CCC will contact designated District staff to respond accordingly.

Utilization of GPS, alcohol monitoring and home curfew units by District staff can enhance public safety while maintaining offender accountability. As of June 30, 2016, the Fifth Judicial District had 171 offenders being supervised by GPS, 24 offenders being supervised by home curfew units and 19 offenders being supervised by alcohol monitoring systems.

**Mental Health Unit**

Created in 1998, the Mental Health Unit (MHU) provides supervision for offenders with severe and chronic mental health issues, dual diagnosis disorders (mental health and substance abuse problems), brain injury or developmentally disabled. In fiscal year 2016 the Mental Health Unit had 112 new admissions, and as of June 30th, 2016, they were actively supervising 196 offenders. Due to the need for direct community involvement and the complexity of needs that exist with this population of offenders, the MHU is made up of four specially trained Probation/Parole Officer’s with advanced degrees in a variety of mental health fields. This past year MHU experienced transitions in staffing which impacted the number of clients served. In addition, between FY 2013 and 2014, the supervision of female offenders were transitioned to Probation Officer’s housed at Fresh Start Women’s Center enabling mentally ill female offenders access to gender based supervision and trauma informed care while meeting their specific mental health and criminogenic needs.

![Offender's Served by Mental Health Unit](image)
Re-Entry Program

The Fifth Judicial District developed a reentry initiative in February 2009, which focused on providing culturally sensitive case management and programming to address the disproportionate number of African-Americans incarcerated and on supervision. Efforts to positively impact and improve racial disparity have been implemented in the Fifth Judicial District (Des Moines) and the First Judicial District (Waterloo). Two Probation/Parole Officers were allocated to oversee this specialized caseload of African-American male offenders. Due to the growing caseload size along with proven, positive outcomes, the District allocated a third Probation/Parole Officer to this program in Fiscal Year 2013. Consistent with the Responsivity Principle these officers have increased contacts with the offenders, conduct weekly groups and use a holistic approach of involving family, significant others and employers to help facilitate change and success for the offender. Since this population was found to be the most at risk for failure during supervision, these offenders are identified for the Re-Entry Program early on during the supervision intake process based on a risk assessment score of intensive or high normal. In fiscal year 2016, the Re-Entry Program had 95 new intakes to the Program and was actively supervising 190 offenders. The Re-Entry Program served 285 offenders in the fiscal year 2016. The rates of recidivism among whites and African-Americans historically had a large disparity however, in the past two reporting periods, there have been no statistical differences in recidivism rates between Non-Hispanic whites and African-American offenders.

Sex Offender Treatment Program

The Sex Offender Treatment Program (SOTP) provides intensive and highly specialized supervision and treatment to cases that have convictions for sexual offenses. The SOTP adheres to the Containment Approach Model, which is identified as one of the most effective models in managing individuals who sexually offend in the community, and includes close collaboration between Probation/Parole Officer’s (PPO), treatment providers and truth verification examiners. Supervision includes therapeutic home visits, office visits, collaboration with collateral contacts (e.g., significant others & employers), global positioning satellite (GPS) monitoring, and drug and alcohol testing. Treatment and evaluations include psychosexual evaluations, risk assessments, as well individual and group counseling that use cognitive behavioral approaches. Truth verification techniques include routine and random polygraphs and/or computer voice stress analyzer examinations to measure adherence to treatment and supervision rules, and to help guide appropriate interventions. At the end of fiscal year 2016, the SOTP unit has five Probation/Parole Officer III’s, two Probation/Parole Officer II’s and two Psychologists. This unit facilitates 29 different groups plus numerous individual counseling session during the month. Currently, the SOTP unit supervises approximately 350 offenders.

Support Services (SSC)

The Fifth Judicial District created the Support Services Center (SSC) in 1999. Services include risk/need assessments, victim liaison services and a variety of evidenced based correctional treatment groups for offenders and educational groups for support persons of offenders. In fiscal year 2016, the SSC Unit had 1,756 new intakes and served a total of 2,171 offenders. The unit is comprised of nine Community Treatment Coordinators and four contract staff who provide facilitation of court mandated domestic violence programming in Creston and Indianola.

Youthful Offender Program/ Probation (YOP)

The Intensive Youthful Offender Program (YOP) began in 1995 through the collaboration between the Fifth Judicial District, EFR, the Young Women’s Resource Center, the City of Des Moines Parks Department, DMACC, Americorp, Workforce Development, Urban Dreams, the Hispanic Resource Center and a variety of school districts. This program involves qualified juvenile offenders waived to adult court on felony charges, as well as to young adults under the age of twenty-two who are charged with a first time felony. Offenders enter YOP on an Intensive Supervision pretrial status, which is determined by the Youthful Offender Staff, in coordination with the individual’s risk score based on assessments. YOP Staff utilize evidence based practices in coordination with assessing actuarial risk/needs of offenders, enhancing intrinsic motivation, targeting interventions, skill training with directed practice, increasing positive reinforcement and engaging ongoing support from the communities in order to make permanent changes in the youthful offender’s behaviors and lifestyle. YOP clients must advance through a level system which occurs based on their progress in the program including participation in a life skills program, community service and monitored education/employment requirements. In FY 2016 there were 67 offenders served in the Youthful Offender Program.
Warrant Team (Fugitive Unit)

The Fifth Judicial District has utilized the services of the Warrant Team since 1993. Warrant Team members are Certified Law Enforcement Officers in the State of Iowa. Services that the unit provides include:

- **Fugitive Apprehension** – The unit finds and arrests absconders of probation, parole, work release, residential facilities, and prison escapes. The unit made 1108 arrests in FY2016.

- **Home Visits** – Officers’ conduct home compliance checks of high risk offenders at their residences. The unit conducted 702 home visits and attempted 110 more in FY2016.

- **Pre-Warrant Checks** - Officers check on offenders that are out of contact with their Probation/Parole Officer to get them back into the office. This avoids warrants being issued for their arrest and reduces jail expenses. The unit conducted 92 pre-warrant checks in FY2016.

- **Home Placement Investigations** – Officers check and approve housing for offenders at the residential facilities as well as new parolees being released from prison. The unit conducted 257 Home Placement Investigations in FY2016.

- **Training of Fifth Judicial District staff** – Provide various staff safety trainings such as Home Visit training, Active Shooter, and Use of Force.

- **Sheriff’s Work Alternative Program (SWAP)** – This program is a collaborative effort between the Fifth Judicial District and Polk County Sheriff’s Office. Low risk jail inmates are released on an ankle bracelet and monitored by officers.

Income Offset Program

The Income Offset Program is a method used by the State of Iowa to collect money owed to the State under Chapter 8A.504 of the Code of Iowa. The Iowa Code directs the Department of Administrative Services, State Accounting Enterprise (DAS-SAE) to establish and maintain a procedure to collect against any claim owed to a person by a state agency, and then apply the money owed to the person against the debt owed by the person to the State of Iowa. Source Offset Funds include: Tax Returns, Vendor payments for Goods and Services, Casino Winnings, Lottery Winnings.

**Income Offset collected by Fiscal Year:**

- FY2011 - $44,629.11
- FY2012 - $25,086.60
- FY2013 - $44,648.73
- FY2014 - $64,963.03
- FY2015 - $68,349.51
- FY2016 - $50,250.96
### Non-Probation Revocations

#### 7/1/2015 - 6/30/2016

#### Fifth Judicial District

<table>
<thead>
<tr>
<th>Revocation Category Reason/Supervision Status</th>
<th>Work Release</th>
<th>OWI Continuum</th>
<th>Special Sentence</th>
<th>Parole</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. New Felony/Aggravated Conviction</td>
<td>1</td>
<td>1</td>
<td>77</td>
<td>79</td>
<td></td>
</tr>
<tr>
<td>2. Other New Conviction</td>
<td>11</td>
<td></td>
<td>64</td>
<td>75</td>
<td></td>
</tr>
<tr>
<td>3. New Arrest</td>
<td>6</td>
<td>1</td>
<td>19</td>
<td>26</td>
<td></td>
</tr>
<tr>
<td>5. Other Violation-No Arrest</td>
<td>93</td>
<td>6</td>
<td>1</td>
<td>3</td>
<td>103</td>
</tr>
<tr>
<td>6. Other-No ROV Data</td>
<td>53</td>
<td>8</td>
<td>13</td>
<td>108</td>
<td>182</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>164</strong></td>
<td><strong>14</strong></td>
<td><strong>16</strong></td>
<td><strong>271</strong></td>
<td><strong>465</strong></td>
</tr>
</tbody>
</table>

Any offenders whose parole was revoked and work release granted and were not physically received by IMCC or paroled to detainer and revoked in a prior fiscal year, but were not physically received by IMCC until the current fiscal year will not be included in the above count.
Any offenders whose parole was revoked and Work Release granted and were not physically received by IMCC or paroled to a detainer and revoked in a prior fiscal year, but were not physically received by IMCC until the current fiscal year will not be included in the above count.
Residential Facility Services

Residential Services provides supervision of offenders who demonstrate an inability or unwillingness to function under less restrictive supervision. Work Release services provide offenders a transitional period to become adjusted to working and residing in the community after incarceration.

The Fifth Judicial District operates two residential facilities that serve our 16 county area. We provide highly structured live-in supervision of problematic, high-risk and/or high-needs offenders. A myriad of treatment, education and related services are provided by the facilities. Offenders in both of our residential programs are sentenced as a condition of probation by the court, on parole or work released from one of the nine state prison facilities, Operating While Intoxicated (OWI) Offense inmates or as Pre-trial or jail transfer inmates. We also provide a gradual release program for Federal Bureau of Prisons offenders that wish to eventually reside in the area.

The Men’s Residential Correctional Facility (RCF) is located at the Fort Des Moines Complex at 68-70 Thayer Street in Des Moines and has the capacity to house 267 male offenders. The original site opened in 1971 at 65-66 Gruber Street. The complex contains six buildings, three of which sleeps offenders, one houses kitchen operations that produce 1200+ meals daily, one houses maintenance staff that provide services for the District and one is a warehouse that stores all the necessities that keep our operations moving. The statewide Central Command Center is also located within the complex and provides real-time tracking of offenders required to wear electronic monitoring devices.

The Fifth Judicial District’s, Department of Correctional Services, Fresh Start Women’s Center (FSWC) operates as a central campus for the majority of female offenders on supervision in Polk County. The FSWC maintains a 48 bed residential facility with one additional room for a mother to reside with her child. The center continues to implement and supervise female offenders based on a holistic approach to supervision supported by Evidence Based Practices. That primary approach is guided by gender responsivity and trauma informed care. The guiding principles of FSWC include acknowledging relationships and the value of being relational, trauma-informed, holistic, culturally competent and strength based. Officers at Fresh Start Women’s Center work diligently to educate, support and advocate for all women to transform their lives and do so through collaborative and comprehensive connections with area stakeholders based on individual needs. Our focus maintains, “What happened to you” versus “What’s wrong with you.” At the beginning of FY2016, 739 female offenders were under the Women Offender Case Management (WOCMM) specialty program. FSWC had 468 new field (probation/parole) admissions throughout the year, leaving 627 active offenders. A total of 1207 female offenders were served at Fresh Start Women’s Center throughout FY2016 under a field status of probation or parole.

The average stay at both facilities is 4.6 months. Offenders are required to obtain employment and address treatment needs as directed by the court or identified by evaluation. Offenders are required to meet financial obligations such as child support, victim restitution, court costs and other fees associated with their supervision and offenses.

<table>
<thead>
<tr>
<th>Programs Available to Offenders at the Facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ Community Service</td>
</tr>
<tr>
<td>♦ Cross Roads Ministries</td>
</tr>
<tr>
<td>♦ Sex Offender Treatment</td>
</tr>
<tr>
<td>♦ Treatment Program</td>
</tr>
<tr>
<td>♦ Operating While Intoxicated Program</td>
</tr>
<tr>
<td>♦ HSET Educational Program (GED)</td>
</tr>
<tr>
<td>♦ Transitional Housing</td>
</tr>
<tr>
<td>♦ Halfway in Program</td>
</tr>
<tr>
<td>♦ Global Positioning System/ Electronic Monitoring</td>
</tr>
</tbody>
</table>
**District Work Crew**

The work crew provides an opportunity to train offenders on various types of trades and educates them with different types of skills. This is very beneficial for the offender to help with employment placement in the future. To qualify for completion of a project, a work unit or organization must submit a request for assistance in completing a project that is non-funded. The work crew does not replace agency staff, but supplements their non-funded needs.

**Residential Snapshot**

![Residential by Work Unit Chart]

*Residential by Work Unit
R and VC Beds only
7/1/2015 - 6/30/216*
# Financial Information

## Community Based Corrections FY15 Average Costs & Expenditures

<table>
<thead>
<tr>
<th>FIELD SERVICE PROGRAM</th>
<th>AVERAGE COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pretrial Interviews</td>
<td>$43.17 per interview</td>
</tr>
<tr>
<td>Pre-Sentence Investigation</td>
<td>$450.05 per PSI</td>
</tr>
<tr>
<td>Pretrial RWS</td>
<td>$3.43 per day</td>
</tr>
<tr>
<td>Low Risk Program</td>
<td>$$.76 per day</td>
</tr>
<tr>
<td>Minimum Risk Program</td>
<td>$1.00 per day</td>
</tr>
<tr>
<td>Probation/Parole Supervision</td>
<td>$3.98 per day</td>
</tr>
<tr>
<td>Drug Court</td>
<td>$21.94 per day</td>
</tr>
<tr>
<td>Intensive Supervision Sex Offender Program</td>
<td>$16.30 per day</td>
</tr>
<tr>
<td>Intensive Supervision</td>
<td>$8.18 per day</td>
</tr>
<tr>
<td>Residential</td>
<td>$701.79 per day</td>
</tr>
<tr>
<td>Batter’s Education Program</td>
<td>$1.10 per day</td>
</tr>
<tr>
<td>Sex Offender Treatment Program</td>
<td>$16.61 per day</td>
</tr>
</tbody>
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## EXPENDITURE DETAIL

<table>
<thead>
<tr>
<th>EXPENDITURE DETAIL</th>
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<tbody>
<tr>
<td>Personal Services</td>
<td>$23,460,249</td>
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<tr>
<td>Travel and Subsistence</td>
<td>$119,678</td>
</tr>
<tr>
<td>Supplies</td>
<td>$269,268</td>
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<tr>
<td>Contractual Services</td>
<td>$2,426,864</td>
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<tr>
<td>Equipment and Repairs</td>
<td>$150,055</td>
</tr>
<tr>
<td>Claims and Repairs</td>
<td>$148,059</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>$26,574,173</td>
</tr>
</tbody>
</table>

## REVENUES BY SOURCE

<table>
<thead>
<tr>
<th>REVENUES BY SOURCE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Appropriations</td>
<td>$21,078,393</td>
</tr>
<tr>
<td>Local Funds</td>
<td>$5,016,280</td>
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<tr>
<td>Federal Pass – Through</td>
<td>$163,322</td>
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<tr>
<td>Interest Income</td>
<td>$8,108</td>
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<tr>
<td>Miscellaneous Income</td>
<td>$97,876</td>
</tr>
<tr>
<td>Carry Forward from FY 15</td>
<td>$423,398</td>
</tr>
</tbody>
</table>
Training

Training in the Fifth Judicial District is designed to meet ACA standards, the Federal Standards of a Comprehensive Sanction Center, mandatory standards the Fifth Judicial District has set up for its own employees. This year’s online courses that were required of our staff consisted of the following courses:

- Bloodborne Pathogens and Universal Precautions – OSHA Required
- Fire Extinguisher – OSHA Required
- Lock Out and Tag Out – OSHA Required
- Right to Know – OSHA Required
- Difficult People – AFSME Required
- Office Bullying – AFSME Required
- Workplace Violence – AFSME Required
- Disciplinary Report Writing – Residential Officers only
- Medication Distribution – Residential Officers only
- Work Release Misconduct Reporting, Hearing, Investigating – Residential Officers only
- Con Games
- Diversity Cultural Competency
- Personal Safety Awareness
- PREA – Refresher for staff
- Sexual Harassment
- Suicide in Corrections
- Work Rules and Code of Conduct

Other trainings provided in-house this fiscal year:

- Adult First Aid/CPR/AED- Residential Officers only
- Personal Safety training for all Residential Officers and anyone else that was interested
- Residential Officer Specific Training
- Firearms: Staff permitted to carry only
- Iowa-SOTP Specific Training
- Personal Safety Training/Home Visits-PPO III’s ONLY
- Federal Specific Training
- DRAOR and DRAOR Follow-up-Staff carrying a caseload ONLY
- Iowa Risk & Iowa Risk Follow-up Staff carrying a caseload ONLY
- Use of Force/Safety-Security: Mandatory all staff
- Use of Force/De-escalation: Mandatory all staff
- CJIS (NCIC): Mandatory all staff
- From Corrections to Fatigue: Mandatory all staff
- Statewide New Employee Orientation
- Statewide Pre-Service
- Trauma Informed Care
- SVP Refresher
- Domestic and Sexual Assault Summit
- Personal Safety Instructor Training
- Ethics in Corrections
## Human Resources

### FY16 Employee Information

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
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</thead>
<tbody>
<tr>
<td>Average number of employees</td>
<td>265</td>
</tr>
<tr>
<td>Females</td>
<td>149</td>
</tr>
<tr>
<td>Males</td>
<td>116</td>
</tr>
<tr>
<td>New Hires</td>
<td>20</td>
</tr>
<tr>
<td>Retirements</td>
<td>1</td>
</tr>
<tr>
<td>Promotions</td>
<td>4</td>
</tr>
<tr>
<td>Transfers</td>
<td>26</td>
</tr>
</tbody>
</table>

### AA EEO Report FY16

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>Females</th>
<th>Males</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>125</td>
<td>87</td>
</tr>
<tr>
<td>Black</td>
<td>20</td>
<td>19</td>
</tr>
<tr>
<td>Asian</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Hispanic</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Other</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>149</strong></td>
<td><strong>116</strong></td>
</tr>
</tbody>
</table>
Swearing in Ceremony

On April 22, 2016, the Fifth Judicial District held its first Swearing-In Ceremony for newly hired staff as well as staff who had recently earned a promotion. It was a day to honor and recognize the privilege and great responsibility these individuals had achieved. The Honorable Judge William P. Kelly presided over the formal ceremony. The ceremony was well attend by staff and families of those being sworn-in. Judge Kelly impressed upon all the vital role each community corrections officer has in service to the judicial system and the importance each staff member plays in facilitating change and upholding the integrity of their role, especially in the courtroom.

Judge Kelly and Fifth Judicial District Director Jerry Evans announced the introduction of the honorees. Recognized staff were:

- Cameron Gowdy- Promoted to Residential Supervisor on January 4, 2016
- Amanda Cox- Promoted to Probation/Parole Officer III on January 29, 2016
- Robert Drake- Hired as a Residential Officer on January 4, 2016
- Patrick McCarty- Hired as a Residential Officer on March 11, 2016
- Tonya Geisinger- Hired as part-time Residential Officer on January 8, 2016
- Jesse Parker- Hired as a part-time Residential Officer on March 25, 2016
- Randy Lacina – Hired as a part-time Residential Officer on April 8, 2016
Spring ICA Awards

The spring 2016 Iowa Corrections Association (ICA) was held this year in Davenport, Iowa. Corrections professionals from around the state were in attendance to network, share knowledge and build professional relationships.

Each year, ICA presents awards for outstanding achievements. This year, the Fifth Judicial District was recognized in two categories: Our Fugitive Team took home the Best Correctional Program award, and our Fresh Start Women’s Center program landed the Women in Corrections award. The recognition these two programs received was well deserved and a testament to the talented staff that work in each of these units.

Outstanding Women in Correction

The Outstanding Women in Corrections Award is presented to a program that represents criminal justice professionals leading the way for the field of Women in Corrections by demonstrating what it means to continue training and education to better understand the barriers women face.

The FSWC is the model around the state for the work they do in the area of trauma informed care. Trauma informed care focuses on how to change behavior by using gender responsive programming. The FSWC provides a safe environment for residents to work through individual barriers and find success in life. The FSWC works with many community partners to assist residents in establishing networks that are available to them after they leave the facility and the program.

The staff role model what it means to empower and build each other up. In turn, staff create an atmosphere unlike any other residential corrections facility in their ability to offer safe spaces for women to be heard, acknowledge their struggles, and be able to truly get a “fresh start” with their lives.

The presenter at ICA described the FSWC as follows: “The winner of this year’s award is a leader in the community by advocating for women and challenging polices that do more harm than good. They initiate community conversations and bring together a network of community resources seamlessly. The winner of this award offers office space for various community providers such as Prelude Behavior Health, House of Mercy, Visiting Nurses’ Association, Polk County Crises and Advocacy Services, and Children & Family of Iowa.”
Correctional Program – 5th Judicial District Warrant Team

The Fugitive Team was honored with The Outstanding Correctional Program Award which recognizes a group of correctional workers or a program which has shown outstanding achievement, perseverance, dedication, and/or vision in an area of endeavor. The recipients should be employed directly in the field of corrections in the State of Iowa, however does not necessarily have to be a member of ICA.

The Fugitive Team is comprised of a group of individuals with outstanding work ethics and a service mentalities. Their commitment extends to all times of the day and night and they often find themselves in harm’s way. Their job is not just going and finding those that walk away from residential facilities or abscond from supervision, they also assist with the very difficult to place offenders who need help in transitioning from prison.

The presenter of the award described situations that encapsulated the work they do as follows: “During a recent escape, the award winners were called to assist the Newton Correctional Facility. As soon as the call came in, even though they were not on duty, they quickly called their partners with the U.S. Marshals Service, and within hours the fugitive was back in custody. One thing our winners and USMS do very well is find those who do not want to be found. Their quick response to finding those who have violated their supervision, walked away from residential facilities, or cut their GPS bracelets, is always impressive. Another recent accomplishment of this team occurred when a young boy was found missing in Johnston, Iowa. The team was asked to help look for him. True to form, they found the boy within a half an hour. It should be noted they are excellent role models for the rest of their fellow staff by the way in which they interact with others. Their interactions are always professional and they are extremely victim sensitive.”

Congratulations to the Fifth Judicial Districts Warrant Team Officers as recipient of this year’s Outstanding Correctional Program Award. Supervisor Brandon Garvey and Officers Nic Dahl, Joe Emberlin, Mike Evans, Kevin Ghee, Kurt Kness, Lisa Roetman, Randal Schultz, Kim Smith, Ryan Smith and Lance Wignall.
Every year since 2005, the 5th Judicial District Department of Correctional Services has recognized the rights of victims through a formal ceremony. The ceremony is held annually in conjunction with Crime Victims’ Rights Week.

This year the event was held on April 13th at the Ft. Des Moines Residential Corrections Memorial Garden. The event, sponsored by DACC, opened with remarks by Executive Director Jerry Evans who recognized the work staff in the 5th routinely do to prevent further victimization and help restore the lives of those who have been victimized in the past. The event was well attended again this year, and everyone was left with an understanding of why Crime Victims’ Rights Week is so important to create awareness for a cause that affects every family.

As part of the ceremony, two awards were presented. The selection process for those receiving the awards was based on nominations presented to the 5th Crimes Victims’ Rights Committee. The first award is presented to an external organization or person who has gone above and beyond to help serve and protect victims. This year’s winner of the external award was Roberta Cruz with the Polk County Attorney’s Office. The second award is presented to an internal team or person that has gone above and beyond. The winner in this category was Austin Sabin who is a Probation/Parole Officer II in the Domestic Unit. Both winners’ names were engraved and placed on a board along with past winners inside our building at 1000 Washington.

The ceremony concluded with remarks by Probation/Parole Office III Jessie Rincon. Jesse shared his personal story and life experiences and the lesson of accepting, treating, and respecting the differences in others.

This year’s committee was comprised of staff members Emma Dedic, Mary Avaux, and Chad Hepperly.
Fifth Judicial District
Department of Correctional Services

Thank you!