



IMCC ANNUAL REPORT 2019

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Values/Vision and Mission

We believe:

- In the value of honesty, integrity and transparency throughout our organization
- Staff is to model the kind of behavior we expect to see demonstrated by our incarcerated individuals
- Incarcerated individuals are sent to prison as punishment, not for punishment
- Rules and discipline are about managing, teaching and effecting change; and, they must be driven by evidence-based practices in the field.
- The focus must be on continuous improvement in our day-to-day problem solving, as we strive to be proactive and oriented toward the future.
- In our staff operating as a team, where all ideas and contributions are respected.

Our Vision:

- To be the leader in creating a safer Iowa with no more victims, by providing excellence in classification, medical and mental health, security, treatment and successful reentry through evidenced-based practices.

Our Mission:

- Creating Opportunities for Safer Communities

PRISON OVERVIEW/HISTORY

1967 - The State Legislature authorized the creation of the Iowa Security and Medical Facility at Oakdale. This facility was to take the place of the Iowa Security and Medical facility (formally the Criminally Insane Unit) at the Iowa Men's Reformatory in Anamosa, Iowa, but would be a more humane environment. The property was originally part of the Oakdale Campus for those who were infected with TB.

1969 - When the facility was completed in 1969, receiving the first 24 patient and 6 aides on September 2, the building consisted of three patient units totaling 81 beds. At the time of its completion, IMCC was considered to be part of the country-side, away from the major populations of the cities of Iowa City, Coralville and North Liberty.

1984 - In 1984, the facility's capacity was increased to 300 beds by the construction of a reception/classification center and the institution officially became known as "The Iowa Medical and Classification Center." The facility provided services both to the DOC Incarcerated Individual population and to the psychiatric hospital units.

1990 - In 1990 and 1991, the facility's capacity was again increased with the construction of four dormitory units, two for reception and two for general population.

2005: Renovations to one of the old hospital units renewed 23 beds for a separate special needs unit in bringing the total capacity to 528 beds.

2006 - 2007 - We began to renovate our Dietary Department. This renovation enabled us to deliver trays directly to the units instead of having Incarcerated Individuals come to the dining hall.

July 2007: We opened our Special Needs Unit, which has since been dedicated as the Lowell D. Brandt Unit, which added another 178 beds for a total of 706. The planning for this unit began in 1998. The building contains an outpatient health clinic and offices, three medical housing units and four celled behavioral units. The celled behavioral unit included a Therapeutic Community for Incarcerated Individuals from Blackhawk County with a dual diagnosis of mental illness and substance abuse until it closed March 7, 2014, a secured observation unit and two larger units for Incarcerated Individuals with mental health diagnosis

2008: A complete laundry renovation/expansion began in February 2008. The laundry was moved to the vacated 'dead records' area that had been moved to the Powerhouse. In August of 2008 our address changed from "Oakdale" to "Coralville" as the Oakdale Post Office closed. Even now, years later, we are still known as "Oakdale".

2011: - Our Admit area was remodeled to be more open and friendly toward the public.

2016: - In late FY16 plans were formulated to change our FPH to one unit and utilized East Unit as a Transgender/Dog Program unit. The Transgender Unit was later dissolved.

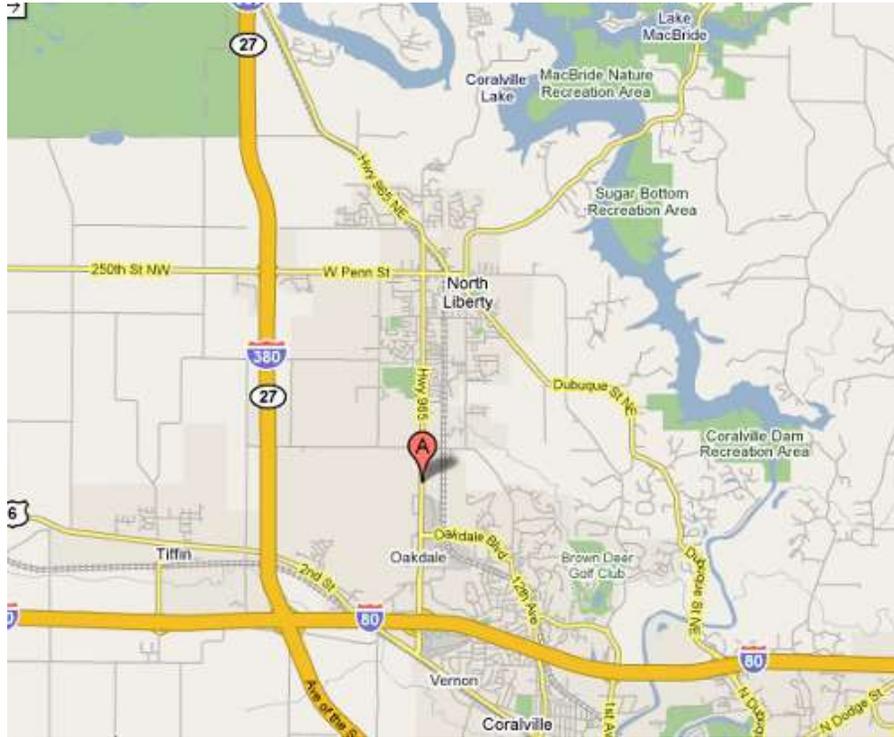
2018: - On April 3, 2018, the Youthful Incarcerated Individual Program was transferred from ASP to IMCC. The FPH Program was moved to East Unit so the Youthful Incarcerated Individuals could reside on West Unit until they turn 18. We have two education rooms along with a Recreation Room. The Dog Program was moved to T Unit.

2019 - IMCC will celebrate 50 years of serving the public starting when the building officially opened in 1969 as the Iowa Security Medical Facility when the Unit for the Criminally Insane transferred to Oakdale.

In total, IMCC has 22 housing units which have multiple specific functions. In addition, the facility has a warehouse which holds the recycling program and large equipment. The Power Plant, which houses the Pharmacy, the DOC File Repository, loading dock, maintenance shops and power generators, is attached to the main building by way of a tunnel. Attached to the original main building is the administration building which holds the Warden's office area, the Business Office, IT and Human Resources offices in addition to the Training Room, Mailroom and CERT Training Room.

Location

IMCC is located north of Coralville and south of North Liberty on Hwy 965, also known as Coral Ridge Ave, 1 mile north of I-80 exit #240.



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PROGRAM / TREATMENT SERVICES

OVERVIEW -

IMCC manages six unique Incarcerated Individual populations; Reception Program, General Population Program, Forensic Psychiatric Hospital (FPH), Health Services/Medical Units and Mental Health Services - LBU (Lowell Brandt Unit) and the Youthful Incarcerated Individual which was added in April 2018

Reception Program

The largest of our programs is the Reception Program with an average count of 500-550. Within 30 days, these Incarcerated Individuals will have completed the Classification process, which includes: custody level, housing, mental health, educational and health assessments. Incarcerated Individuals will complete psychological testing (BETA III, TABE). All available information on the Incarcerated Individual is compiled in a comprehensive Reception Report to assist Institutional Operations in placement decisions and the receiving institutions in case planning with Incarcerated Individuals for a successful reentry.

General Population

IMCC houses approximately 300 general population Incarcerated Individuals who make up the institution's Incarcerated Individual workforce. Many of these Incarcerated Individuals are housed at IMCC as they wait to get into sex offender or substance abuse programming. An Incarcerated Individual's first job assignment is generally working 90 days in dietary. After satisfactorily completing their first job assignment, Incarcerated Individuals can apply for other job openings around the institution. Staff work supervisors accept job applications/resumes from Incarcerated Individual workers and they determine if the Incarcerated Individual will be hired. An Incarcerated Individual's second, and subsequent job assignments, is for a minimum of 9 months. Satisfactory job performance is directly related to advancing within the Transition Incentive Program (TIP).

Job assignments include: Dietary workers, housekeeping workers, laundry workers, unit clerks, Incarcerated Individual runners, testing room clerks, activities & recreation department clerks, library clerks, education tutors & clerks, Incarcerated Individual mentors (on the mental health units), SSIP observers, ADLA workers, peer health workers, and 13 minimum outs workers.

IMCC Incarcerated Individuals are also involved in the IDOC's Core Treatment Program, Moral Reconciliation Therapy (MRT), apprenticeship opportunities, the Dog Program and college credit classes through the University of Iowa and Iowa Central Community College.

Incarcerated Individuals' Organizations include New Directions Club, Job Club, Running Club, Incarcerated Veterans Group, Pen & Paper Club, Negative to Positive Program, LIFERs Group, Volunteers facilitate AA/NA, Toastmasters, Chess Club, Piano lessons, Tai Chi, Yoga Alternatives to and the Oakdale Community Choir.

Forensic Psychiatric Hospital

In Iowa, the Department of Corrections holds the distinction of operating a licensed Psychiatric Hospital. This hospital is located within the Iowa Medical and Classification Center and is called the Forensic Psychiatric Hospital (FPH). Those in this unit have not been adjudicated to serve prison sentences. They are court-ordered to the FPH for evaluation for competency to stand trial or for restoration to competency to stand trial, and also for "insanity" evaluations. There are also patients who are civilly committed to this unit due to their high risk for assaultive and/or self-injurious behavior to the point that no other providers are equipped to adequately care for them, and there are additionally a few patients who reside at the FPH who have been found, "Not Guilty by Reason of Insanity." (NGRI).



The Forensic Psychiatric Hospital is licensed by the Iowa Department of Inspections and Appeals, and is required to abide by the law as defined in the Iowa Administrative Code, Section 481, Chapter 51, "Hospitals."

The FPH continues to show improvement in the amount of critical incidents. Incidents are less dangerous than in the past and require fewer "uses of force."

We credit the consistency of staffing for the progress in changing the overall culture allowing for the positive changes. Primarily, all security staff who work in the FPH have volunteered to do so, and it appears to have made a significant difference in the lives of the patients we serve.

The staff in the FPH will continue to strive for improvements in the culture of the facility as well as improvements within the lives of the patients.

Youthful Incarcerated Individual Program

In April of 2018 the Youthful Incarcerated Individual Program was moved from ASP to IMCC. These are young men under the age of 18 sentenced as adults. They go through the reception process when they enter the prison system. Education Classes are held on the unit. As much as possible they are kept away from sight and sound of incarcerated adults.

Health Services/Medical Units

IMCC has three medical housing units, including 2 hospice beds, an outpatient clinic area, and a Skilled Nursing Unit. The Skilled Nursing Unit has 24 beds and houses those Incarcerated Individuals who require nursing services 24/7. There is Long Term Ambulatory Unit (LTA) that houses up to 32 Incarcerated Individuals who need assistance with their daily activities such as ambulation, feeding,



dressing, step down care for those with major issues or post-op, and those who don't require Infirmiry care, etc. Short Term Ambulatory, STA now houses General Population Incarcerated



Individuals that are able to care for themselves and go to the Main Pill Room for the medication. IMCC also house Incarcerated Individuals from other institutions that require frequent trips back and forth to the University of Iowa Hospitals and Clinics.

The clinic area is used more for the general population incarcerated individuals that may have appointments with the medical practitioners, dentist or optometrist.

Our hospice unit is located on the same floor as the short term general population incarcerated individuals.

Each week there are multidisciplinary team meetings that discuss Incarcerated Individuals living on both the medical, (Admissions Meeting) and mental health units, (Health Care Bed Utilization Review Committee Meeting) of the LBU. These weekly team meetings discusses movement on and off the units as well as requests from other IDOC institutions for Incarcerated Individuals who require a higher level of care.

Mental Health Services

IMCC houses mental health Incarcerated Individuals whose level of functioning falls within one of three categories. Acute Incarcerated Individuals are those who are on observation for mental health concerns and who are working with psychiatry and psychology staff in order to stabilize their symptoms. Once stabilized they move into one of our two sub-acute units, where they are

given increased access to programming as they advance through our level system. To be successful with this process the Incarcerated Individual must be compliant with their treatment plan and attend unit activities. Those Incarcerated Individuals who have shown appropriate behavior and adjustment to programming will be designated at an intensive outpatient level of care and moved to our most privileged living unit. On this unit Incarcerated Individuals are able to participate in all activities allowed our other general population units and are considered for transfer into less restrictive programming at any of our IDOC facilities.

TREATMENT SERVICES

Education Program

General Equivalency/HS Diploma –

A total of 20 individual inmates took at least one high school equivalency test at IMCC in fiscal year 2018-2019, and 8 of them completed and passed all five high school equivalency tests with an average test score of 13.3. The department's passing rate was 94.2% with 3 registered fail out of 52 total tests taken. The department served 134 students. IMCC recorded 14,533 total contact hours in high school equivalency. Additionally, IMCC served 5 high school diploma students and recorded 392 contact hours in High School. There were 0 individuals with 5 completed HiSet tests who failed to pass the high school equivalency exam which gives the department a 100 % completion rate. The department had 5 High School diploma graduates in 2018-2019.

Subject	Number of Tests	Number Fails	of Average Scores	Passing Rate	Last year's Pass Rate
Writing	12	1	10.7	92%	75%
Social Studies	11	0	14.3	100%	88%
Science	9	0	14.8	100%	100%
Reading	9	1	12.1	89%	88%
Math	11	1	11.5	91%	100%
Total	52	3	9.08	94%	89%
Completions	9	0	13.1	100%	86%

Literacy & ESL

The Literacy programs recorded a 13% completion rate this year. A total of 178 Incarcerated Individuals participated in Literacy Programs and 23 of them earned their Literacy Completion Certificate by scoring above 6.0 on the Test of Adult Basic Education. This program recorded 10,508 total contact hours.

Vocational Education

The vocational education program at IMCC is offered through our Career Center. It offers instructions in Basic Computer (Keyboarding, Word, and Excel); Advanced Computer (Power Point, Access and Entrepreneurial projects); Kirkwood Microsoft User Specialist Certificate programs were serving 14 offenders at this years close. 2018-19 was kind of a rebuilding year

for our MOUS program. We did not get a class started until very late in the year because we had trouble finding a teacher. Therefore, we do not have any completions to report.

The Department offered a new program this year. A certificate program that will result in a Landscape Contractor certificate. We had six incarcerated individuals who completed the first class in a 2 class series in 2018-19.

We also offer Career Exploration (Work Keys (NCRC)), Pesticide Application Certificates. This fiscal year 47 incarcerated individuals inmates participated in vocational education programs at IMCC. Vocational students logged 1,552 contact hours.

Special Education

36 individuals participated in Special Education programs at IMCC in 2018-2019. 25 of those students worked in Literacy, and 19 worked in high school equivalency classes during the year (some after completing their Literacy). Eight (8) special education students earned their Literacy completion certificates. Two special education students earned their equivalency diploma (both through the diploma Option #2) in 2018 -2019. The department recorded 640 total contact hours in special education classes. The department employs .6 special education instructors.

Testing and Assessments

Offenders who arrive at IMCC are given TABE tests administered by DOC staff in the Assessment Center. Offenders who are unable to test in a group setting are referred to education for testing. Quarterly Post -TABE tests, HiSet pre-tests and post-tests, apprenticeship tests, Pesticide tests, CASAS pre and post-tests, and NCRC are also part of the testing hours administered by education staff. Total hours for all testing listed above were 1,151. This year especially the fourth quarter was spent moving our TABE testing at IMCC to online testing. We successfully launched the new online tests in the Assessment center at the close of the fiscal year. We are currently waiting on the ICON redesign so we can begin to enter scores into ICON. We hope to launch the Education Department testing in early August.

Staffing

We added a fulltime teaching position and a Life Skills instructor to our team this year. We had some trouble with training our Life Skills teacher and she resigned. We hired a second Life Skills instructor in mid-June so that at the end of the fiscal year we were fully staffed with 2.7 Instructors and a .6 Special Education teacher. Our annual average number of teachers was 3.0. The IMCC Education Department's total contact hours for fiscal year 2018-2019 were 28,632.

SECURITY

Our Security Staff are everywhere in the institution. You will find security staff from the front door to the intake area. Security staff are supervising living units, conducting searches, communicating with Incarcerated Individuals, taking counts, (after count, after count), and patrolling the institution and yard areas. You can find Security staff teaching fellow staff how to defend themselves, assisting Health Services and Treatment staff, teaching a MRT class and on the bus trips or taking a nervous Incarcerated Individual to the hospital for tests. Our Security Staff are fully engaged in the treatment programs of the facility, practicing CCP (Core Correctional Practices) and involvement in MRT Group. We also have an administrative assistant who arranges the trips the officers take to transport Incarcerated Individuals to other institutions, and several other clerical staff who run the switchboard, finger print Incarcerated Individuals, checks the mail for contraband and helps get the facility ready for the annual security audit.

Security Audit

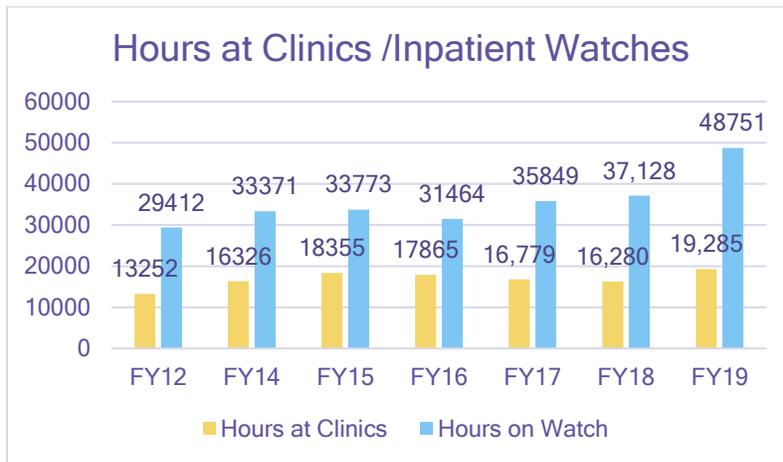
Our annual Security / ICS Simulation Audit and Vulnerability Assessment was conducted on August 22 and 23, 2018. The instrument is designed to detect potential weaknesses in basic security and/or security systems. Once again IMCC achieved a good score but the Assessment Team found ways for us to increase our security and lessen our vulnerability. Such results will continue to assist us in meeting our obligations to the citizens of Iowa

Iowa Transport

The IMCC Security Department transported 7,868 Incarcerated Individuals to destinations other than IMCC. We picked up 2,163 incarcerated individuals along the trips. During FY19 our Transport Officers took 446 transport trips and drove 166,416 miles.

University of Iowa Hospitals and Clinics (UIHC)

We made medical trips to UIHC to transport 3,526 Incarcerated Individuals to hospital appointments for a total of 19,285 hours at the University of Hospitals and Clinics. This was in addition to the 48,651 hours spent on watch for UIHC admissions. This was up 11,623 hours from last fiscal year.



CERT (Correctional Emergency Response Team

The IMCC Correctional Emergency Response Team has 29 members as of this moment. We have staff who are certified in many different tactical aspects of Corrections such as Advanced Chemical agents, riot formations, Electronic Immobilizing devices, cell extractions, building clearance, area clearance, cell extractions and hostage negotiations.



Although the IMCC CERT strives to be ready at any given moment to respond effectively to tactical situations inside our facility, or any other facility, we also understand that situations often arise due to difficult situations that Incarcerated Individuals may be dealing with, we understand that we can have a positive effect on incarcerated individual's

moods by paying attention to these individuals every day, getting to know them and developing an effective rapport with them.

When the IMCC CERT show up to an incident they strive to de-fuse the situation and use their best judgment guided by experience to result in the best possible outcome, this mix of tactical experience and knowledge along with the ability to effectively intervene during crisis events make IMCC CERT a valuable asset to the institution and the Iowa Department of Corrections.



Crisis Negotiations Team (CNT)

The Crisis Negotiation Team (CNT) is an integral part of the Department's planned response to critical incidents and is comprised of a diverse range of staff members. All members have been, or soon will be formally trained in Basic Hostage Negotiations and some have completed an Advanced Hostage Negotiations course, both of which are taught by the Federal Bureau of Investigation and the Iowa Statewide Negotiation Team.

Currently IMCC - CNT members Pam Fluharty (Team Leader), Kathy Eschen (Team Liaison to Iowa Crisis Negotiators Association) Kristin O'Hare, Jennifer Smith, Darla Roe, Cleo Hester, Brian Burch, Mike Boner, Nic Ferin as (CERT/CNT liaison), Pat Butz (Assistant team leader), Heather Colby, Jeff Keller, Audra Burns, Ruth Beltz, Michael Potts, Nicholas Goodall , Matthew Sperflage, Aaron Meader, Shakira Gonzalez, Jessica Melvin, Brandon Wenner, Joshua Klaaren and Dennis Culver.

We are currently transitioning from IMCC Negotiating Team to IMCC Crisis Negotiating Team as this has been a statewide transition for all the state. Our training methods will also be going forward working more with our IMCC CERT Team. In May we attended a statewide CNT/CERT training exercise in CTU, where we trained together in hostage situations together as tactical and negotiations. They trained on a bus barricade, multi-site incidents, and riot control. Members participating for IMCC were: Nic Ferin (CERT/CNT liaison) Dennis Culver, Brian Burch, Mike Boner, Pat Butz, and Cleo Hester. Kathy Eschen was part of the coordinators for the State Team working the three day training, Kristin O'Hare (Incident Command), Pam Fluharty (Team Leader), and Darla Roe.



HNT/CIT Training

The Crisis Negotiation Team's goal is to secure the voluntary surrender of individuals who may be refusing to surrender or comply with staff. Even if that goal is not accomplished, the team is able to gather intelligence and buy valuable time that allows for better decision making and tactical

planning by CERT. The de-escalation component of our response to critical incidents is part

of the Department's overall goal to attempt to resolve these incidents with as little use of force as necessary - thus preventing injury or loss of life for staff and Incarcerated Individuals alike.

MEDICAL SERVICES

Each admission gets a health screen, physical exam, laboratory work, and dental screening. The health clinic has “sick call” each day where an Incarcerated Individual with a health complaint can be seen by nursing staff and referred to a medical practitioner if the need exists. IMCC receives pregnant Incarcerated Individuals, Incarcerated Individuals with chronic renal failure, diabetics and Incarcerated Individuals with some type of infectious disease, cancer and/or cardiovascular disease. Pregnant Incarcerated Individuals come to IMCC to be housed until they deliver at the University of Iowa and then return after recovery at IMCC to ICIW. Incarcerated Individuals who receive dialysis treatment go to the University of Iowa three times a week and return to IMCC after each treatment, which takes appropriately 4 hours to complete each day.

Hospice Program (Project Hope)

Between July 1st of 2018 and June 30th of 2019 Project Hope's volunteer program cared for five hospice patients for a total of 112 care days. 49 volunteers provided 718 hours of care for dying patients.

Donations/Fundraising:

- Marion Process Solutions and an IMCC Hospice Walk totaling \$712.

Appreciation and Recognition

- Volunteer Appreciation Meal of Chinese food from HyVee was served on November 16, 2018.



Pharmacy

IMCC has a full service pharmacy that operates Monday through Friday. It is staffed with four full time and one part time pharmacists, and four technicians.

IMCC pharmacy staff also processes medication orders from ASP, MPCF, and ISP. Medications ordered are within the guidelines of our DOC Formulary that was developed for providers to comply with continuity of care. Forensic Psychiatric Hospital also utilizes and takes advantage of DOC Formulary.

All of our prescriptions are transmitted electronically to the pharmacy. Medications are administered by nursing staff on the medical and mental health units. The rest of the institution reports to a “pill line” to receive their medications. All orders are electronically transmitted to the next institution of assignment.



Health Services Statistics

Medical Encounters/Contacts

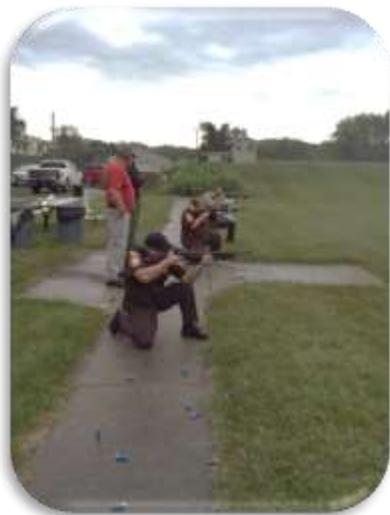
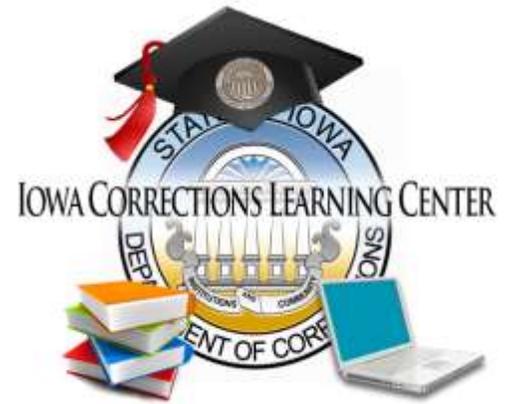
Physicians -----	23,988
Physician Assistants -----	3,472
Nurse Practitioner -----	5,900
Nurse -----	98,633
Psychiatrist -----	21,514
Psychiatric Nurse Practitioner -----	685
Psychiatric Physician Assistant -----	379
Psychologist -----	53,674
Dentists -----	8,633
Dental Hygienist/Assistants -----	5,821
Total -----	221,898

TRAINING

The Iowa Corrections Learning Center's eLearning program was utilized to deliver most of our annual IDOC mandatory courses.

Our institution used on-shift training to fulfill our annual mandatory hands-on personal safety training requirement. These classes, conducted by our in-house personal safety instructors, were 8 hours for security staff, 4 hours for supervisors/managers, and all staff with Incarcerated Individual contact, and 2 hours for minimal Incarcerated Individual contact staff

We held our mandatory annual Fire Safety training during fiscal 2019 on-shift using our fire simulator system for our hands-on training. This class conducted by our Health and Safety Officer Alba Quinones and our Field Training Officers (FTOs) included a review of our Fire Response Plan and exit and assembly areas as part of this training for all staff.



Firearms annual recertification training was held for designated security staff, and initial certification training was held for officers new to positions requiring a weapons certification. This course included classroom training with a review of the Use of Force policy and the Escape Plan, and the utilization of our weapons simulator, with live fire qualification being held at the Anamosa State Penitentiary range and the Cedar Rapids Police Department range. Security Staff who are required to obtain a weapons certification were trained in the use of the shotgun, Transport Officers received training in the shotgun and handgun, and CERT Team members received training in shotgun, handgun, and rifle. These staff were also

assigned the "Firearms" eLearning module.

We conducted our bi-annual CPR/AED for the Professional Rescuer Recertification Training during FY19.

Our new full-time employees attended our in-house NET training. This training provided an overview of Iowa's correctional system concepts, structure, mission, and operations. Security staff also attended additional training during NET which consisted of Firearms Classroom training, Chemical Agents which includes an exposure to OC pepper spray, Electronics training using the NOVA handheld device, NOVA shield and RACC Belt, and Cell Extraction training. Security staff were taken to the range at a later date to complete their hands-on weapons qualification training.



Personal Safety Training

Specialty Team Training

Specialty Team Training was scheduled each month for Correctional Emergency Response Team & Hostage Negotiation Team. The Commander will coordinate and schedule CERT training, in compliance with DOC policy, for all CERT Team members. The Hostage Negotiation Team meets monthly for training in accordance with DOC policy.

Volunteers and Contract Employees

We continue to use the training sign-off developed for Volunteers and Contract employees. This training includes IDOC and IMCC policies and procedures including those relating to rules of conduct, staff sexual misconduct with Incarcerated Individuals, key and tool control and emergency procedures. We have now incorporated the IDOC PREA PowerPoint for Volunteers and Contract employees in this overview. We also put all of our outside vendors from Canteen Corporation through this training.

BUSINESS OFFICE

The Business Office was busy coordinating the many projects that went on at IMCC in FY 2019. Over the past several years, as IMCC becomes more involved in community service, the Business Office has become a Central Hub for collections of many different items. These include Holiday Thanksgiving Baskets, Backpacks and Peanut Butter.

Dietary Department

The Dietary Services Department at IMCC oversee all aspects of the food service operation from menu and recipe development, pre-preparation, preparation, tray service, sanitation, and



clean up. Production, tray assembly, sanitation, and clean-up are completed by a very limited crew of incarcerated individuals. Security is an important part of the CFSC's daily jobs and it is essential in order to maintain a safe environment for the incarcerated individuals, staff, and the public. During FY 2019 we served 1,240 meals at an average cost of \$1.88 per meal. Dietary continues to meet the daily challenge of

having to set up the serving line with three different menu/styles of food each lunch and supper meal. This is necessary to meet the many needs of the incarcerated individuals and patients here at IMCC. The individualized diets are time consuming for the Correctional Food Service Coordinators and the incarcerated individual workers. Approximately 10% of the population is on an individualized and medically ordered modified diet.

Dietary continues to make daily sack lunches for the entire DOC for watch officers at the University of Iowa. They continue to make the liquid diets for the incarcerated individuals who have oral surgery appointments at UIHC.



Information Technology Department

- New Windows driven PDAs were tested and deployed.
- Email/texts blasts began for notifying nursing and officer staff of overtime opportunities.

- The department went live with a new cashless vending system. Microtronics was deployed April through June to all the facilities. It required a new debit card be printed for everyone in the system, as well as upgrades to vending machines and equipment.
- We saw several major network outages due to ICN hardware failures and fiber cuts due to the road constructions all around our facility. Several of these outages caused us to be down for many hours at a time. We were able to utilize resources at the 6th District during one of the outages but that wasn't the case the other times.
- The UILABB and ICCC classes are expanding and causing growing pains for the department. The ICCC lab was created for incarcerated individuals to utilize for online classes.
- All the leased printers in the building were upgraded.
- We went live with handheld scanners in the pill rooms for scanning badges into medical. We also provided laptops to the nurses in those pill rooms for more mobility when passing pills.
- Mark Allen created a crisis negotiation database for the entire department with the input of Chris Jones at ISP.
- Polycom upgrades were finalized in December while the Polycom engineer was here.
- Went live with MiPacs in Dental for x-rays.
- Major switch upgrade in the SNU which required some overnight hours to complete to lessen downtime.
- An improved volunteer database was written to more accurately track PREA course completion and background checks.
- We acquired a group of incarcerated individuals from ASP that work for IPI to do Braille transcription. We coordinate the movement of work with the staff at IPI.
- We deployed 2 in 1 laptops for psych staff and will move into a few other positions as time goes along. This allows them to be more productive while away from their offices during groups/classification/meetings.

Personnel Department

During FY19, IMCC's two staff in Personnel:

- 69 staff left IMCC (retirement, voluntary, involuntarily)
- 90 new Hire, transfers, recalls and promotions were processed
- IMCC tracked FMLA cases based on Reed Group communications

- Work comp cases were addressed/processed
- Educated staff on payroll and leave procedures/policies due to no longer having a Collective Bargaining Agreement
- Utilized the Neogov system for employment requisitions
- Filled positions for position openings, ranging from maintenance, medical, administrative, treatment, counseling, security and supervisory positions

Maintenance

Among many other tasks the Maintenance Department completed the following:

- LTA, STA, Infirmary all painted. Reception hallways painted and re-labeled. LUT & V dorms all re-painted.
- Major Maintenance funding replaced new roof on North Addition and Visiting Room buildings.
- Freezer G - replace condenser
- Cooler C - replace condenser and evaporator
- Cooler F - replace evaporator
- Master - replace A/C unit
- Master (camera equip. room) - major repairs on A/C units
- Laundry - replace boilers
- Replaced flooring Coolers B & C
- Contracted a Fence around dog park
- Concrete the following areas below 165 total yards poured since July 2018 to June 2019:
 - Walk path around ball field
 - Dog yard area and access gate
 - Slab by GH housing and GH pens
 - Slab by Gym door and Fire exit 12
 - Grass infield area poured concrete
 - Repairs to GP yard rec areas

Garden:

During FY19 the Gardner and his workers planted and harvested 103,973 pounds of produce. The most popular was the watermelon with 23,905 pounds.



CENTRAL RECORDS

Central Records staff are responsible for several different functions in the Iowa system. They are located on the 2nd floor of IMCC, across the hall from North Unit. The Department consists of 3 Administrative Assistants and 6 Clerk Specialist. Here is a summary of a few things the records staff do on a daily basis:

Process Intake Packets

- Run criminal history and warrant/no contact order check on incoming Incarcerated Individuals.
- Use Iowa courts Online to retrieve the trial information, minutes of testimony and sentencing orders for all cases sentenced to prison.
- Enter charges into supervision status.
- Enter charges into time computation to determine the length of sentences.
- Make a generic note for all other pending cases and for every case that has been sentenced in the past two years.
- Add case numbers into our tracking database on those cases still pending.
- Request jail credit for all sentences that Incarcerated Individual had been sentenced to jail within the last two years to make sure that case has been served. If not, run case concurrent to prison sentence.
- If Incarcerated Individual has active warrant, request a copy from the county to see if they wish to place a detainer on the Incarcerated Individual. If they do, write letter to the county and the Incarcerated Individual to notify them of the hold.
- If Incarcerated Individual comes in with a Social Security Card, Driver's License or Health card, make generic note and add the SS info into ICON to notify others that the card is on file.
- Verify all information in ICON is correct.
- Review sentencing order and if errors are discovered, contact the county attorney or judge to get corrections made.

Additional Sentences

- Additional sentences come from either our tracking database or directly from the counties.
- Obtain documents from Iowa Courts Online and enter charges into ICON.
- Update time computation to reflect the additional sentence added.

In State and Out of State Warrants

- Come in with intake packet or is faxed/mailed to us from the counties.
- Update notifications to place the detainer on an Incarcerated Individual.
- Write detainer letter to Incarcerated Individual and county to notify them of the detainer placement.
- If Incarcerated Individual is at another institution, make detainer notification and mail the warrant to the institution.

Jail Credit

- Counties fax, email or send jail credit slip with Incarcerated Individuals.

- Enter the jail credit into time computation to give the Incarcerated Individual the credit for time served in jail.
- Follow the law and the judge's orders on how and when to give credit for time served.

Other duties include

- Patient visiting approvals
- Property tracking
- Background checks on visitors and new employees
- Entering in residential credit or time loss
- Research of all paperwork coming from intake that is not related to incoming Incarcerated Individual packets.
- Answering all records department phone calls.
- Complete a check-off list for all Incarcerated Individuals being released from IMCC in order to make sure there is nothing prohibiting an Incarcerated Individual from leaving.
- Be proficient in the Iowa Codes and how mandatory minimums are applied to certain offenses.
- Use the mandatory minimum reduction sheet to calculate the reduction of mandatory minimums.
- Judges have the ability to reduce the minimums. Records staff need to know when offenses have an automatic mandatory minimum.

Often the sentencing orders will have errors. If mistakes are found, contact the county attorney and or the judge. Request the attorney or judge make the corrections to the orders so that we follow the Iowa Code.

As of August 2012, all Incarcerated Individual records are now paperless. All record offices have access to the Laserfiche computer system where old files are imaged into the database.

STAFF / INCARCERATED INDIVIDUAL COMMUNITY SERVICE / VOLUNTEERS

Staff Community Service

The big drive event each year is each Thanksgiving for Thanksgiving Baskets which go to at risk children and their families through the school system. We raise money for the baskets in a variety of ways, but the biggest is the Pie in the Face Fundraiser. This year Captain Ron Hills was nominated by staff for this 'honor'.



Employee Unity and Wellness

Committee:

The Employee Unity and Wellness Committee has had another busy yet rewarding year at IMCC. They have provided sympathy and support in trying times and tried to brighten work days with food events and Payday Popcorn Fridays. They are a dedicated group whose goal is to making working in the Department of Corrections a little easier and less stressful.

Highlights of FY19:

- In fiscal year 2019 our EUWC held six different fund raisers with food sales, from hot dogs to kick off baseball season to baked potatoes to keep warm in the winter.
- They continued the Popcorn Payday, which they provide free popcorn all day to staff members on payday Fridays (which the staff love)!
- During Correctional Workers Week in May 2019 the committee served 300+ free Walking Tacos to staff that wanted them and provided free ice cream and popcorn. They gave away random cash to staff. They also gave away two \$500 scholarships to high school seniors or staff going for higher education.
- They held several DOC-wide clothing sale, which were very successful.



- They ended the 2019 year with donating \$200 to the Staff Holiday party!

Incarcerated Individual Community Service

Last year we had about 15 Incarcerated Individuals volunteer time to do decorations for the Homeless Children's Trust for HACAP. There was roughly a total of 80 hours put into it.

Incarcerated Individual organizations have continued to give back to the community by holding fundraisers. Each Incarcerated Individual group holds fundraisers and they give most of the money raised back to our inhouse groups that are self-reliant and to outside agencies.



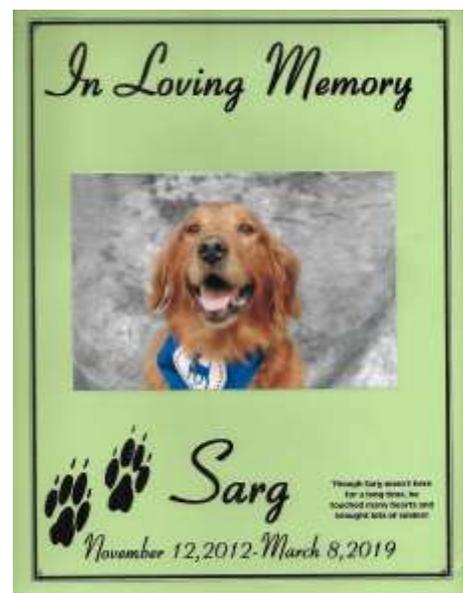
Decorations for HACAP Party

These Incarcerated Individual Groups include: New Directions, Job Club, The Running Club, The Veteran's Group, and the Lifer's Group. They give to the IMCC Food Drive Committee's Thanksgiving Baskets, shelter houses, IMCC's Project Hope, the IMCC Therapy Dog program, Fur Fun, and several local food pantries in addition to Coats for Kids. .

Dog Program

In 2019 all aspects of the Dog Program have continued to grow. We have now successfully renewed our Animal Welfare license for the third consecutive year. This helps to assure our high standards of care for the animals entrusted to us. This also keeps our program in compliance with all state and local regulations.

The Therapy/Resident Dog Program has experience our first major loss. The Golden Retriever "Sarg" had to be euthanized due to cancer. This was a heartfelt loss to all of the IMCC Community. Our therapy dogs continue to provide comfort to all who encounter them on a daily basis.



Fur-Fun Rescue has provided to be an amazing partner for our program, not just providing us many opportunities to train, and rehabilitate rescued dogs, but now we are whelping puppies. Yes, we have two successful litters of puppies born right here. Exciting opportunities keep coming our way. The first litter had eight puppies, IMCC staff members adopted seven of them.

Community service projects seem to find us. This special opportunity allows us to give back by training dogs to serve in schools, hospitals and clinics all over Iowa.

We will soon be starting our third year of partnership with Retrieving Freedom. We are just now seeing the first dogs graduate the program's third state where they are placed as Service Dogs. This

serves Veterans with disabilities and children with Autism. We also helped R.F.I to become accredited by Service dogs International. A very big deal in the Service Dog world!!



OUTSIDE VOLUNTEERS

Outside volunteers continue to add resources our current budget will not support. Through volunteers we have been able to facilitate Incarcerated Individual groups/classes. Besides the volunteers listed below, we have volunteers for the Chapel, Dog Program, U of Iowa (Writing Workshope, Songwriter Workshops, etc.), Running Club, Toastmasters, Stories from Dad, AVP, Yoga, Veteran, Chess Club, Newspaper Club, Pen and Paper Club, AA. NA ect.

LABB

In the fall of 2017 we were approached by the University of Iowa to look into the possibility of the Incarcerated Individuals at IMCC obtaining college credits while incarcerated. We started with a pilot program “The University of Iowa Speaker Series” where a group of volunteers from the University of Iowa came to IMCC to speak to our incarcerated individuals to give them an overview of classes on education, poetry, religion, humanities, etc., one course a week for nine weeks. The professors were engaging, challenging and thought-provoking. The series was an absolute success! This has gone on and has since evolved to LABB (Liberal Arts Beyond Bars). We have found a space for a “Study Hall’ and have classes for two days a week.

The Oakdale Community Choir

The Oakdale Community Choir is lead by Dr. Mary Cohen, which is comprised of outside volunteers and IMCC Incarcerated Individuals, who gave several concerts throughout the year.

The volunteer/ Incarcerated Individual choir has two components. The first component allows Incarcerated Individuals and volunteers from the community to work towards common goals by creating and performing music. The choir meets weekly to



practice the music they will perform in one of the three concerts throughout the year. These concerts are open to community members and GP IMCC Incarcerated Individuals. The second component asks the Incarcerated Individuals and volunteers alike to work on weekly writing

assignments which have a wide variety of topics; from the relationship music has in their everyday lives to the experiences they are having in the choir. Mary has put several of these writing assignments to music and the choir has performed them to the delight of the choir and audience.

The Oakdale Choir serves as a pro-social outlet for the Incarcerated Individuals who participate. The volunteer's weekly presence gives the Incarcerated Individuals a weekly "dose" of what pro-social behavior can be like; which is something many Incarcerated Individuals might have had little of before their incarceration. As many of these Incarcerated Individuals will one day return to the communities, this pro-social experience just might be part of a formula that keeps the Incarcerated Individual from re-offending and keeping the public safe (which is ultimately our goal). It is with the help of Dr. Cohen and the volunteers such as these that we can achieve this goal.

We also have outside volunteers who work with the Chapel, Dog Program, Writer's Workshop, Vet's Group, Stories from Dad, AA, Book Club, Toastmasters, Chess Club, Newspaper Club, Job Club and The Pen and Paper Club.

FINANCIAL INFORMATION

Average Daily Costs

Total Expenditures	Average Daily Population	Annual Cost	Average Daily Cost
\$61,357,492.34	967.78	\$62,815.08	\$172.10

Annual Cost	Incarcerated Individuals Served	Average Daily Cost
\$62,815.08	6908	\$9.09

Average Length of Stay

Work Unit	Prison Stays	Average (days)	Average (months)
Forensic Psychiatric Hospital	15	17	.6
Iowa Medical and Classification Center (General Population)	597	158	5.2
Lowell Brandt Unit - Medical	281	33	1.1
Lowell Brandt Unit - Mental Health	128	329	10.8
West Unit	54	117	3.8
Totals	1,075	142	4.7

PRISON SERVICES SNAPSHOTS

Region Prison Services - Total Incarcerated Individuals Served in FY 19

Incarcerated Individuals served by Program

Work/Living Unit	Active at Start	New Admits	Active at End	Closures	Incarcerated Individuals Served
FPH	14	94	14	94	108
Reception	584	4727	508	4806	5311
IMCC GP	304	501	305	500	805
LBU - Medical Unit	68	343	54	362	411
LBU - Mental Health	116	156	127	145	272
Other (Shock/Tolerance)	1	0	1		1
Total	1087	5821	1009	5907	6908

Program Average

	Average
Psychiatric Forensic Hospital (FPH)	11.67
Reception Units (C, D, E, F, R and S Units)	388.46
General Population (West (YO), East (Trans and Dog Program) , T, V, and North Units)	312.91
B Unit (mix of Reception, special needs and GP) and VC	49.9
Medical	41.24
Mental Health (A, M, P, Q SOU,)	117.24
Segregation (G and H Units)	17.85
Total	939.27

STAFF SPOTLIGHT

Employees of the Quarter

July 2018– September 2018

Tamie Wensel, Clerk Specialist



Brent Keltner, Correctional Officer



Debbie Chapman, Correctional Food Service Coordinator



October 2018 – December 2018

Jill Downing, Licensed Practical Nurse



Lori Brady, Correctional Officer



Teri Russell, Security Clerk Specialist



January 2019 – March 2019

Brandon Wenner, Correctional Officer



Todd Pearson, Correctional Officer



Aaron Ohrt, Registered Nurse



March 2019 – June 2019

Kim Nissen, Secretary I



Tim Miller, Correctional Officer



Amber Martinson, Correctional Counselor



Employee of the Year Announcements

Every May our Employees of the Year are nominated and selected and their awards given to them during the Correctional Worker's Week's Length of Service Celebration in early May.

IMCC Rookie Correctional Officers of the Year

Jessica Melvin, CO



Shakira Gonzalez, CO



IMCC Rookie of the Year

Susan Wilson, LPN



IMCC Health Care Employee of the Year

Abe Assad, Physician



IMCC Correctional Officers of the Year

Corey Arduser, CO

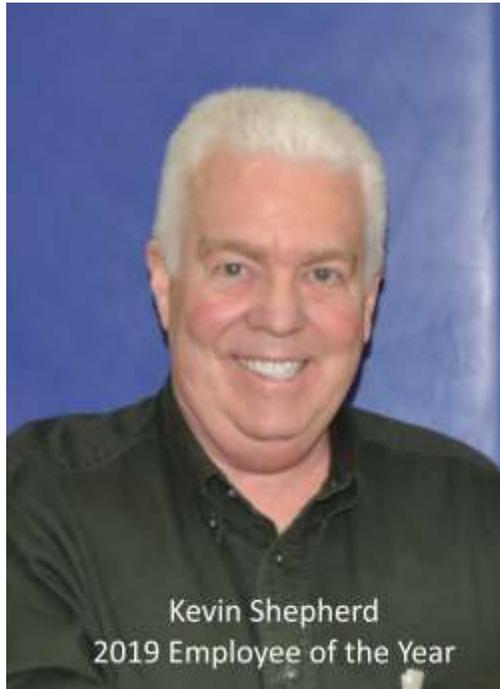


Jason Clasen, CO



IMCC Employee of the Year

Kevin Shepherd, CBSC



IMCC Supervisor/Leader of the Year

Janet Lowenberg, Food Service Director



SPECIAL EVENTS AT IMCC

Parole Simulation: - October 17 and November 2, 2018



IMCC Hosted a Reentry Simulation that was developed by the United States Attorney's office and provided by Central Iowa Works, an initiative of United Way of Central Iowa. The simulation is designed to allow participants to gain an understanding of the obstacles offenders face upon release from a term of incarceration. By "living the life" of someone released from prison, participants

experience first-hand the barriers and challenges encountered by returning citizens on a daily basis.

During the simulation participants are assigned the identity of a fictional offender and navigate through a series of events in an effort to successfully reintegrate into the community. They have to meet the strict life requirements that people released from prison face or risk being returned to prison.

The simulation begins with each participant being given a "Life Card" which details his/her identity, circumstances of incarceration, level of education, and financial and employment status. They are then asked to navigate a month-in-the-life of that person. Each "week" lasts 15 minutes with "transportation tickets" required to move from station to station.

The obstacles that simulation participants face include obtaining identification cards, homelessness, lack of transportation, limited money, paying required court costs, visiting parole officers, seeking employment, and applying for assistance when all resources have been exhausted



SOWETO Concert – November 12, 2018

This event was a “Learning Exchange”, not a traditional concert. The event included the Soweto Gospel Choir, Maggie Wheeler, and Sara Thomsen each leading songs for everyone to sing, and Mary Cohen facilitating a conversation about a past positive choice that participants wished to share with a partner. She also facilitated a reflective section about the concept of Ubuntu.

Link to recordings from the dress rehearsal on November 6, 2018 which did not include the Soweto Gospel Choir: [Changes We Choose](#)

Prosocial Banquet

We held our annual Pro-Social Banquet for 216 Incarcerated Individuals on Friday April 26, 2019. This was for Incarcerated Individuals who had been report-free the previous year.



IMCC 6th Annual Holiday Party

IMCC held its 8th Annual Holiday Party on December 7, 2018 at the Radisson in Coralville. Approximately 200 guests attended the party along with Mr. and Mrs. Claus.

Security Audit/VA

Our Security Audit and Vulnerability Assessment was held on June 12 and 13, 2018.

Kirkwood Graduation Ceremony

Our Education Program held the annual Graduation Ceremony on June 27, 2019 at 1:00pm in the IMCC Gymnasium with a combination of 8 HiSet, 1 High School Completion and 4 Apprentice graduates.



Correctional Worker Week

We held a Friends and Family Tour on Sunday May 6th. We tallied just over 200 people who took the tour. We heard many complimentary comments about how much we manage to get done and the vastness of our services.

Our EUWC gave away Walking Tacos, Ice Cream and cash during the week.

Thursday May 10th we held our All Staff Cookout where the Exec Team, along with many supervisors, grilled for all three shifts.

We held our annual Length of Service Award Ceremony in the IMCC Gym.

5 Years of Service	
Abe Assad-in photo below	Jamie Bryson
Patrick Butz-in photo below	David Duggan - in photo below
Bryan Emig	Wyatt Frauenhotz
Jerome Greenfield-in photo below	Joe Gulick
Jared Kray	Sara Lowery
Kanon Martinez-in photo below	Pamela Shepherd-in photo below
Matthew Sperfslage-in photo below	Wayne Walker
Kory Wehmeyer	Kija Weldon



10 Years of Service

Amy Brennan-in photo below

Joel Kosinski

Jeff Simonsen



20 Years of Service

Lori Brady-in photo below

Dorothy Bush-in photo below

Matthew Lehmkuhl-in photo below

Steve Lynch

Tim Miller

Kevin Weideman



25 Years of Service

Mark Kurth-in photo below

Calvin Yoder -in photo below



30 Years of Service

Mike Brown

Mathew Louvar -in photo below

Lynn Morano -in photo below

Greg Ort

Darla Roe -in photo below

William West - in 2nd photo below



35 YEARS of SERVICE

Tom Arras -in photo below

Vernon Dillon -in photo below

Shane Woods -in photo below



40 YEARS of SERVICE

Kevin Shepherd



Retirements

Alvin King ----- Correctional Officer ----- July 12, 1999 - July 12, 2018
Gary Obadal ----- Correctional Officer ----- September 5, 2006 - July 19, 2018
William Mattaliano ----- Correctional Officer ----- September 6, 1991 - August 16, 2018
Michael O'Reilly ----- Correctional Counselor ----- February 18, 1994 - September 21, 2018
Daniel Schrock ----- Correctional Officer ----- June 22, 1984 - October 15, 2018
Ed Healey ----- Power Plant Engineer ----- December 21, 1995 - October 31, 2018
Doug Aubrecht ----- Correctional Food Serv. Coord. - October 19, 1977 - October 31, 2018
Celesta Brendel ----- Registered Nurse ----- December 2, 2005 - December 14, 2018
Ted Ford ----- Correctional Officer ----- June 11, 1993 - January 9, 2019
Chet Wildemuth ----- Captain ----- August 1, 1996 - February 1, 2019
Ken Brown ----- Correctional Officer ----- August 1, 1997 - April 25, 2019
Denise Wills ----- CBSC ----- May 21, 2007 - April 28, 2019
Kelli Collins ----- Associate Warden of Treatment --- October 24, 1988 - April 30, 2019
Tom Arras ----- Correctional Counselor ----- June 29, 1984 - June 28, 2019