IOWA BOARD OF CORRECTIONS AGENDA  
Friday, July 10, 2020, 9:00 a.m.

LOCATION: Zoom Meeting [https://zoom.us/j/91312744686](https://zoom.us/j/91312744686)

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>PRESENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call to Order</td>
<td>Richard LaMere</td>
</tr>
<tr>
<td>• Approval of June 5, 2020 Minutes <em>(Action Item)</em></td>
<td>Richard LaMere</td>
</tr>
<tr>
<td>Next Board meeting will be August 7, 2020, 2nd Judicial District (Location TBD), Fort Dodge, Iowa</td>
<td>Richard LaMere</td>
</tr>
<tr>
<td>(A meeting notice will be posted on the DOC website: <a href="https://doc.iowa.gov/">https://doc.iowa.gov/</a>)</td>
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Welcome  
Chris Tripp, Acting ISP Warden

Director’s Update  
Dr. Beth Skinner, Director

COVID-19  
Dr. Beth Skinner, Director

Religion in Prison  
Ken Pirc, Placement Office

IMCC Warden Approval *(Action Item)*  
Director Beth Skinner

Public Comments  
Public

Open Discussion  
Board Members

Adjournment  
Board Members

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The Board of Corrections’ agenda is posted on the DOC Web Site at [https://doc.iowa.gov/](https://doc.iowa.gov/) under the Board of Corrections Tab.

This meeting recording will be uploaded to the Department's Youtube Channel for members of the public that would like to observe. You can also view previous Board of Corrections meetings at this site.

Link: [https://www.youtube.com/channel/UCltY2PABjitQpT4Op2w3kTw](https://www.youtube.com/channel/UCltY2PABjitQpT4Op2w3kTw)

The mission of the Iowa Department of Corrections is to:  
*Creating Opportunities for Safer Communities*

(Office) 515-725-5701 - 510 East 12th Street, Des Moines, Iowa 50319 - (FAX) 515-725-5799  
[https://doc.iowa.gov/](https://doc.iowa.gov/)
IOWA BOARD OF CORRECTIONS MINUTES  
Friday, June 5, 2020

Due to the continuing COVID-19 pandemic, this meeting will be conducted via Zoom. Connection information has been provided as part of the meeting agenda and the meeting will be simultaneously live streamed on the DOC YouTube channel.

Board Members Present: Chair Richard LaMere, Vice Chair Rebecca Williams, Mark DeJong, Lisa Hill, Larry Kudej and Dr. Mary Chapman.

Staff Present: Dr. Beth Skinner, William Sperfslage, Cord Overton, Michelle Dix, Sally Kreamer, Steve Dick, Michael Savala, Ken Pirc, Katrina Carter, Dan Clark, Kris Weitzell, Chris Tripp, Clint Schmidt, Richelle Seitz, Mike Kane, Lance Lake

Jean Basinger, AG William Hill, Carla Dawson, Eleena Mitchell, Alfredo Rodriguez, Jeff P

Call to Order. Chair Richard LaMere

➤ Chair LaMere called the meeting to order.
➤ The next scheduled Board of Corrections meeting is July 10, 2020, tentatively at the Iowa State Penitentiary, 2111 330th Avenue, Fort Madison, Iowa. The meeting will begin at 9:00 a.m.
➤ Chair LaMere asked for a motion to approve the May 1, 2020 minutes. Dr. Mary Chapman made a motion and Larry Kudej seconded the motion. All members were in favor of approving the minutes, motion passed.
(A meeting notice will be posted on the DOC website: https://doc.iowa.gov/)

Welcome – District Director Kip Shanks

➤ There have been meetings scheduled to take place at Fourth District, but for one reason or another these have not taken place. Director Shanks is hopeful that next year the Board will be able to meet at the Fourth District.
➤ Fourth District has focused on staff, client and public safety from the beginning of the COVID-19 pandemic. Ultimately, offices remained open and staff reported to work daily. They enforced social distancing and regular cleaning. These guidelines were posted throughout the buildings. Face to face contacts were stopped in lieu of phone contacts. The High Risk Unit continued to operate under restricted levels. Work release job seeking was put on hold.
➤ District staff collaborated with other agencies and conducted multiple meetings to continue planning and adjustments to operations as time progressed. The collaboration was extremely helpful. They are very appreciative of the assistance they received from Central Office and the PPE they received from Iowa Prison Industries, especially with items they may not have been able to procure.
➤ Fourth District continues to evaluate operations. They are working on a phase resumption of operations. There are new safety protocols in place to protect staff and their clients including barriers, holding video programming and encouraging alternate methods of meeting with clients in lieu of in person. Director Shanks has also replaced cloth seating in the lobby and facial recognition thermometers. There is also disinfectants and disposable masks available. Luckily Fourth District has not been impacted by COVID-19 as much as other areas.

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Mr. Kudej asked if there were positive cases within the District. There were no positive cases in the facilities. No staff have been diagnosed with COVID-19. There have been three reported field clients who have reported positive test results.

**Thank you to IPI Workers – Cord Overton**

- The Board members had previously requested that a thank you be sent to those involved with the production of PPE. A draft was present to the Board members for approval before it was sent to the incarcerated individuals and the staff involved. A letter will be provided to IPI employees, some of who were able to participate in this meeting. A certificate was shared that would be provided to all offenders who assisted with production of PPE.
- Motion was made to approve. Mr. Kudej made a motion and Dr. Hill seconded the motion. All members were in favor of approving the minutes, **motion passed**.

*Documents from this presentation can be found on the DOC website, attached to the June 5, 2020 DOC Board Meeting Handouts.*

**Director’s Update and COVID-19 Update – Director Beth Skinner**

- Director Skinner is hopeful that next month we will be able to meet in person and speak less about COVID and more about other matters.
- The DOC continues to focus on four areas to attempt to mitigate COVID spread.
  - Reducing the prison population so that in the event of an outbreak there is space to move and quarantine individuals.
  - IPI continues to work with SEOC on PPE.
  - Move into a recovery phase
- The DOC continues to post updates regarding COVID to the website and meet several times a week with various managers.
- COVID-19 cases include:
  - There are currently 30 positive IIs cases at IMCC.
  - There are 7 staff positives with 11 staff who have recovered.
  - 1,521 inmates have been tested to date.
- Volunteer activities and visitation continue to be cancelled.
- IIs receive four free omails and a free five-minute phone call per week as well as video visitation.
- Employees and contractor continue to be screened when they enter the facilities.
- Offenders are still quarantined as part of the intake process.
- County jail admissions have resumed (May 13, 2020 at ICWIW and at IMCC on May 22, 2020). To date there have been 156 admissions. The DOC has worked with the jails and the Sheriff’s Association to develop stringent guidelines for admissions. Jails must test any inmate and provide documentation of a negative test prior to transporting to a facility. Inmates are screened and quarantined for 14 days on the same unit with the same cellmate. They are tested at day 7, day 14 and prior to transport to other facilities.
- The Iowa DOC Prison count is currently 7,617. Since March 1, 2020, there have been 1105 parolees released and 263 to work release. Historically on March 1st, the DOC has been 122% capacity. With release efforts the current prison population is 110% of capacity.
- The DOC continues to meet with the Board of Parole regarding strategies and goals.
- Since March 1, 2020, the Board of Parole has reviewed 3,502, 1,753 of which have resulted in a release decision. There are currently 492 individuals approved for and pending release.
- It is now important to begin moving operations towards recovery, while continuing to mitigate and follow COVID19 guidelines. Department meetings in resume mid-June. Recovery Advisory Group will develop recommendations around opening up visitation, work crews, volunteer services and other activities. Consideration will be given to bringing Central Office staff. Everyone has been very productive and engaged, so there have been no issues at this time.
Religion in Prison – Asst. Attorney General William Hill and Ken Pirc

- AAG Hill is here to address questions about what we do with religious services and why. There is separation of church and state. There are court decisions that have impacted what the DOC is allowed to do. This includes the ability of the State to hire chaplains in the prisons or pay a religious group.
- Chaplains at the prisons have dual responsibilities: religious coordinator and general chaplaincy. Their duties include scheduling, programming, counseling, coordinating volunteers, seeking community resources etc. for all religious services.
- Consultants are similar to the Chaplains. Iowa has a Muslim and Native American consultant. In the past there was a Jewish consultant as well. These are religions that the prison does not always have a lot of knowledge about practices and need an expert to ensure that the aspects of their faith are correctly practiced at the institutions. They are also a religious leader and administer services to their members. AAG Hill has worked with them for several years and knows that they are an important resource in litigation by the members of the religion. Consultants are able to act in a religious role rather than in a state function. They are also to address specific concerns in religious practices, food traditions, clothing, religious items, etc.
- Religion is a way for IIs to better their lives. There are also religious volunteers that come into the prisons as well.
- There tends to be more coordination, federal concerns, customs, etc. with the Muslim and native American religions. The consultants visit all prisons on a regular basis and are available for consultation as needed.
- Other religions have volunteers from the community.
- Chair LaMere asked if there is a way to use the money for consultants for another purpose? AAG Hill stressed that the prisons may pay for chaplaincy services, but not for those who act in a ministry role. Chair LaMere requested that this expense be made known during budget presentations so that people know where the funds are going.
- Dr. Chapman asked about equity of services and if, as time goes by, it is of value for the DOC to learn the intricacies of the religions. AAG Hill stated that there are instances as new individuals come into the religions where there are questions as to what is needed to appropriately practice these faiths. It is then the responsibility of the consultant to determine what is or is not required.
- Mr. Kudej asked about the pay involved with chaplains employed by the prisons. This is in the area of $60,000 per year. Chair LaMere asked for more detail at the next meeting.
- Chair LaMere appreciates that we are learning about. Hoping that next meeting we can get the numbers for how much we pay for each coordinator.
- Dr. Chapman feels this would be helpful, as well as focusing on the former statewide coordinator position and what those job responsibilities entailed.
- Mr. Kudej asked that estimated attendance is for each religion be considered as well.
- Mr. DeJong inquired if outside organizations present for support in our facilities? These are screened through central office for approval depending on the organization and what they would like to provide. Brothers in Blue are one organization. All must go through training including PREA and Volunteer.

Documents from this presentation can be found on the DOC website, attached to the June 5, 2020 DOC Board Meeting Handouts.

Budget and REC Update – Fiscal Manager Steve Dick

- There will be some reallocations of funds this fiscal year. The impact of COVID-19 on County Confinement remains unclear. Applications will be submitted to all federal funding options available including FEMA, CARES and the Byrne Jag Grant for IPI PPE production and staffing costs as well as a VPN expansion so that more users may access telecommute options, and a housing voucher program for those difficult to place individuals in prison who need transitional housing that could provide rent for a period of 30 to 60 days. Finally, looking for data dashboards to help improve the analytics of programs currently in use.
- There was a decrease in revenue with the Districts.
The Revenue Estimating Committee is projecting a $65 million decrease in the State budget for this fiscal year. The estimate for FY2021 is now $360 million less than what was projected in March. There are no budget cuts anticipated at this time. The economy is rebounding and hoping that it continues to afford costs for the upcoming year. The DOC is appreciative of the funding received from the legislature and governor’s office.

Mr. Kudej asked if the decreasing population will have an impact on overall budget needs? Even though the population has decreased, there will be an increase in cases in the courts that may increase the population. There are also a significant population waiting for prison admission from the jails. This means there is a good possibility the population will increase in the next few months.

Mr. Kudej inquired about the equipment non-specific line item (503) and what that entails. This is specifically equipment that is not inventoriable and may cost under $500K. Some of these expenses should be covered by reimbursement requests.

Documents from this presentation can be found on the DOC website, attached to the June 5, 2020 DOC Board Meeting Handouts.

Public Comments, Public

- No public comments were made.

Open Discussion, Board Members

- Mr. Kudej inquired about the status of the warden position at IMCC. Warden Randy Gibbs is currently acting warden at IMCC and Deputy Warden Chris Tripp is acting warden at ISP. Mr. Kudej and Dr. Chapman will assist with interviews. The hope is to have a candidate to recommend by the next meeting.
- Dr. Chapman expressed her thanks for the DOC’s responsiveness in responding to the COVID-19 situation and protecting the safety of our offenders and staff.

Adjournment, Board Members

- A motion to adjourn the meeting was made by Mark DeJong, which was seconded by Webster Kranto. The meeting was unanimously concluded.

Respectfully Submitted,

Johana Herdrich, Executive Assistant
Religious affiliations are entered at intake as reported by the offender.

25 different religions are currently represented in the prisons.

2,537 individuals did not identify a religious affiliation.

The largest memberships appear in this chart.

The remaining religions have less than 100 reported practitioners and include (sorted by # of members):

<table>
<thead>
<tr>
<th>Religion</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baptist</td>
<td>92</td>
</tr>
<tr>
<td>Pagan</td>
<td>50</td>
</tr>
<tr>
<td>Lutheran</td>
<td>48</td>
</tr>
<tr>
<td>Asatru</td>
<td>41</td>
</tr>
<tr>
<td>Buddhist</td>
<td>38</td>
</tr>
<tr>
<td>Methodist</td>
<td>29</td>
</tr>
<tr>
<td>Jewish</td>
<td>27</td>
</tr>
<tr>
<td>Mormon</td>
<td>15</td>
</tr>
<tr>
<td>Jehovah</td>
<td>14</td>
</tr>
<tr>
<td>WICCA</td>
<td>13</td>
</tr>
<tr>
<td>Islamic</td>
<td>12</td>
</tr>
<tr>
<td>Hebrew Israelite</td>
<td>11</td>
</tr>
<tr>
<td>Protestant</td>
<td>9</td>
</tr>
<tr>
<td>Satanism</td>
<td>9</td>
</tr>
<tr>
<td>Pentecostal</td>
<td>6</td>
</tr>
<tr>
<td>Messianic Jew</td>
<td>6</td>
</tr>
<tr>
<td>Moorish Science Temple of America</td>
<td>3</td>
</tr>
<tr>
<td>Luciferian</td>
<td>2</td>
</tr>
<tr>
<td>Hindu</td>
<td>1</td>
</tr>
<tr>
<td>Pantheism</td>
<td>1</td>
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