



IOWA BOARD OF CORRECTIONS AGENDA
Friday, November 6, 2020, 9:00 a.m.

LOCATION: Zoom Meeting <https://zoom.us/j/94944829702>

TOPIC	PRESENTER
<ul style="list-style-type: none"> ➤ Call to Order • Approval of October 2, 2020 Minutes (Action Item) ➤ Next Board meeting will be January 8, 2021, <i>Location TBD</i> (A meeting notice will be posted on the DOC website: https://doc.iowa.gov/) 	Richard LaMere
Welcome	Dr. Beth Skinner, Director
COVID-19 Update	Dr. Beth Skinner, Director
Budget Update	Steve Dick, Financial Manager
Discussion and Approval of 2021 Board Meeting Schedule (Action Item)	Board Members
Public Comments	Public
Open Discussion	Board Members
Adjournment	Board Members

The Board of Corrections' agenda is posted on the DOC Web Site at <https://doc.iowa.gov/> under the Board of Corrections Tab.

This meeting will be live-streamed via 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/UCItY2PABjitQpT4Op2w3kTw>

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



IOWA BOARD OF CORRECTIONS MINUTES Friday, October 2, 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 Webster Kranto.

Staff Present: Dr. Beth Skinner, William Sperfslage, Sally Kreamer, Cord Overton, Dan Fell, Kollin Alfred, Bruce VanderSanden, Dan Clark, Dr. Jerome Greenfield, Jay Nelson, Michael Savala, Michelle Dix, Sarah Fineran, Sean Crawford, Waylyn McCulloh

Visitors Present: Jean Basinger, C. Mechen, Cathy Engel, Daniel Zeno

Call to Order, Chair Richard LaMere

- Chair Richard LaMere called the meeting to order.
- Chair LaMere asked for a motion to approve the September 11, 2020 meeting minutes. Mr. Larry Kudej made a motion and Mr. Mark DeJong seconded the motion. All present members were in favor of approving the minutes, **motion passed.**
- Chair LaMere asked for a motion to approve the September 25, 2020 Special Meeting minutes. Vice Chair Rebecca Williams made a motion and Dr. Lisa Hill seconded the motion. All present members were in favor of approving the minutes, **motion passed.**
- The next scheduled Board of Corrections meeting is November 6, 2020 at the Department of Corrections, Central Office in Des Moines, Iowa but may again be held via Zoom. The meeting will begin at 9:00 a.m.
(A meeting notice will be posted on the DOC website: <https://doc.iowa.gov/>)

Welcome – Getting Risk Right - Dan Fell, District Director and Kollin Alfred, Executive Officer

- Welcome to the Eighth District from District Director Fell's office in Burlington, Iowa. The Eighth District covers 14 counties in southeast Iowa and supervises approximately 2700 clients with 99 staff. There are two residential areas, but this is a predominately rural area which leads to the search for different ways to operate.
- Kollin Alfred is responsible for continuous quality improvement (CQI) for Eighth District. This is accomplished by auditing and bringing the District into compliance with the Iowa Risk Assessment (IRR) and Dynamic Risk Assessment for Offender Reentry (DRAOR). These tools ensure clients receive the appropriate treatment in the appropriate dose. Staff have been very receptive to suggestions on how to improve what they are doing, which has made them more confident in what they do and audit outcomes confirm.
- Mr. Kudej asked if there is a relationship between the audits and recidivism? Mr. Alfred believes that there is a relationship as it places clients in the correct level of supervision in order to best address their needs. The audits revealed that some clients were misclassified, and as a result they are now under the appropriate level of supervision.
- Mr. Kudej asked if this initiative will be reflected in the recidivism numbers presented today. The recidivism rates that will be shared today reflect on those released from prison in FY2017. The CQI programs may take some time to have a notable impact on recidivism

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rates. Due to the implementation process, it is anticipated the SRR impacts will be seen in the next couple of years. When Mr. Kudej started in 2014 the recidivism rate was around 29% but has continued to increase. He would like to see an impact prior to leaving the Board.

Documents from this presentation can be found on the DOC website, attached to the October 2, 2020 DOC Board Meeting Handouts.

Director's Welcome & COVID-19 - Dr. Skinner, Director

- Thank you to Director Fell and Mr. Alfred for their initiatives to increasing their IRR proficiency level. The DOC is dedicated to CQI and Eighth District is a great example of this effort.
- In March 2020, the DOC was at 22% over prison capacity. The population is currently at 7,389 or 6.6% over capacity and has decreased by 1,100. There have been 1,774 paroles and 543 work releases since March 1st. There have been 7,343 reviews by the Board of Parole (BOP) with 43% resulting in approved releases. The DOC continues to work with jail administrators regarding admissions.
- Mr. DeJong asked for the DOC prison capacity. It is 6,933.
- Mr. Webster Kranto asked what happens to those individuals who were denied. Those who are did not receive a release from the BOP are generally given directives by the BOP to possibly reapply or seek treatment on a case by case basis. Jail admissions complete a screening process that includes testing for COVID-19 before admission is scheduled. Those who are positive or may have been exposed are not immediately accepted.
- The DOC has conducted tested 14,259 COVID-19 tests. There have been 1,134 positive cases. There are currently 116 positive cases. Four individuals are currently at the University of Iowa Hospitals and Clinics, but all have been cleared of COVID-19. There are cases at IMCC, MPCF, CCF and NCF. Targeted testing continues throughout the Department.
- Staff has done an amazing job of wearing their PPE and working to mitigate spread of COVID-19.
- The majority of COVID-19 positive cases are asymptomatic. They are checked by medical staff daily and are given medical care when needed.
- Mr. Kudej asked about COVID-19 cases in the CBCs. The residential facilities have the ability to furlough positive cases, as well as the ability to isolate cases that are unable to release. There have not been significant cases like the facilities.
- Mr. DeJong asked what testing is used by the facilities and if a rapid test is utilized. The DOC utilizes the State Hygienic Lab (SHL) swab testing. The DOC is looking at potential rapid testing and discussions with the Iowa Department of Public Health (IDPH). Dr. Greenfield stated that there has been inconsistency with the rapid tests. At this time, the swab tests are more valid and there is a 24 hour turn around on the majority of tests.
- Mr. Kranto asked if false positives were impacting the DOC opinion on the rapid test. This is all such a new science that takes time to study. At this time the swab is far more consistent.
- Vice Chair Williams stated that tests versus positives appears to be a 12% positivity rate. Some individuals are tested more than once which should be factored into the positivity rate. Repeated testing is impacted by the facility physical plant or positive cases.

Administrative Rules Change - Michael Savala, General Counsel / Inspector General (Action item)

- The DOC has moved forward with filing of administrative rules changes. The first relates the accreditation of the Community-Based Corrections program, established in the Code of Iowa in order to receive State funding. The review looks at multiple areas including but not limited to pre-trial services, pre-sentence investigations, parole, work release, etc. The Code of Iowa does not put a timeframe on the accreditation process. Administrative Code has set the accreditation for every two years, but the belief is that five years would provide for more follow-up of any recommended changes before the next accreditation cycle begins.

- The second change impacts OWI treatment programs. Currently when there is no space available in OWI treatment, clients are sent to prison and placed in the prison substance abuse program. Administrative Rules require this take place within 60 days of sentencing, while Iowa Code states within 60 days of admission. This would change Administrative Code to align with Iowa Code.
- These recommended changes were published in the Administrative Bulletin on August 26th. The DOC appeared before the Administrative Legislative Rules Committee September 8th to give an overview of the rule change. There were no concerns or questions raised by legislators on the rules committee. Finally, a Public Hearing was held at the DOC Central Office on September 15th. There were no public comments received.
- Mr. Kudej noted that the statute also states, "As soon as practical." The Administrative Rule recommended change does not include this language. Mr. Savala will include a motion to include this language to ensure we are following the language of Iowa Code.
- A motion to approve the Administrative Rules Change regarding Community-based Corrections Accreditation and OWI placement program, with a motion to include the words "as soon as practical," was made by Mr. Kudej, which was seconded by Dr. Hill. The Administrative Rules Change and motion was **approved** with unanimous approval.

Documents from this presentation can be found on the DOC website, attached to the October 2, 2020 DOC Board Meeting Handouts.

Telephone Rebate Expenditures for FY2021 – Steve Dick, Fiscal Manager (Action item)

- These funds are allocated annually. The proposal for the upcoming year is very similar to FY2020 with some small modifications.
- The second item, Inmate Fee Omails During No In-Person Visitation, is a one-time cost related to free omails provided to incarcerated individuals during the COVID-19 pandemic.
- The Inmate Law Library funding relates to licenses to provide this service on the Kiosk System.
- Telephone administration funds one position at the Iowa State Penitentiary to administer the telephone service.
- Vice Chair Williams asked if the offenders are using the free omails that are allotted them. This is automatically loaded onto the accounts. It is anticipated that when in person visitation is reinstated this would no longer be provided.
- Mr. DeJong asked about the phone call cost. There has been no increase. The DOC charges \$.11 per phone call minute. The allowable amount by the FCC is between \$.21 - \$.25 per minute; Iowa well within these guidelines. The lower rate has resulted in increased usage.
- Mr. Kudej asked if the Ombudsman's Office reviews the proposed expenditures prior to sharing with the Board. This practice continues and there were no concerns raised.
- A motion to approve the Telephone Rebate Expenditures for FY2021 was made by Mr. DeJong, which was seconded by Mr. Kranto. The Telephone Rebate Expenditures for FY2021 was **approved** with unanimous approval.

Documents from this presentation can be found on the DOC website, attached to the October 2, 2020 DOC Board Meeting Handouts.

Recidivism Updates - Sarah Fineran, Research Director

- Recidivism tends to be described as a DOC recidivism rate, however impacts to recidivism will be made through statewide initiatives to promote successful reentry.
- This report measuring those who exited prison in FY2017 shoes a recidivism rate of 39.8%, or a 1.9% increase.
- There was no notable difference between the rates for return for new conviction or other returns.
- The DOC is working to better identify recidivism rates that are true technical violations.
- White and African-American offenders recidivated at similar rates while Native Americans had the highest recidivism rate.
- Individuals were most likely to return to prison within the first year following release.
- Some factors may impact recidivism:

- There has been a 3.3% increase in community supervision populations, which leads to an increase in return to prison.
 - Over the past 10 years, the parole population has increase by 57% and the special sentence population by 233%.
 - Additional treatment during incarceration may have an impact, as 65% of those who returned to prison did not have treatment or did not successfully complete programming.
- The DOC is aligning resources for higher risk clients, utilizing tools and expanding skills in an effort to curb recidivism.
 - Mr. Kranto asked what the DOC is doing differently that may have led to an increase. In recent years the DOC has been implementing Core Correctional Practices (CCP), risk instruments at a higher proficiency and a competency matrix for staff to ensure they are effective. The DOC will continue to work to improve evidence-based practices to see improvements in the coming years. Increasing access to programming will be stressed in coming years.
 - Vice Chair Williams asked how many states were involved in the SSR Grant and if they have seen similar struggles. There were five states involved in the SRR. They have for the most part stayed the same. Implementation sciences suggests it may take four to five years to see an impact. Due to establishing and training programs, Iowa did not begin the program until FY2017. BJA, who funded the grant, has made it clear that it does take time to see results from new initiatives.

Public Comments - Public

- There were no public comments.

Open Discussion - Board Members

- There were no discussion topics by the Board Members.

Adjournment - Board Members

- A motion to adjourn the meeting was made by Mr. Larry Kudej, which was seconded by Mr. Webster Kranto. The meeting was unanimously concluded.

Respectfully Submitted,

Johana Herdrich, Executive Assistant

	Department Revised Budget	Actual Revenues and Expenditures	Encumbrances	Actual + Encumbrances	Percent (Actual of Budget)
FTE Positions					
Correctional Officer	1,384.00				
Total Staffing	2,574.08				
Resources Available					
04B Balance Brought Forward	633,465	120,573.00	-	120,573.00	0.19
05A Appropriation	292,848,460	292,848,460.00	-	292,848,460.00	1.00
--- Appropriation Transfer	-	-	-	-	---
--- Legislative Adjustments	623,770	623,770.00	-	623,770.00	1.00
201R Federal Support	34	-	-	-	-
202R Local Governments	287,000	47,034.91	-	47,034.91	0.16
204R Intra State Receipts	971,504	607,294.65	-	607,294.65	0.63
205R Reimbursement from Other Agencies	3,306	-	-	-	-
234R Transfers - Other Agencies	441,148	382,721.31	-	382,721.31	0.87
301R Interest	-	-	-	-	---
401R Fees, Licenses & Permits	607,640	168,561.62	-	168,561.62	0.28
501R Refunds & Reimbursements	864,069	271,682.33	-	271,682.33	0.31
602R Sale of Equipment & Salvage	105	-	-	-	-
603R Rents & Leases	631,286	89,817.16	-	89,817.16	0.14
604R Agricultural Sales	-	-	-	-	---
606R Other Sales & Services	-	-	-	-	---
701R Unearned Receipts	-	-	-	-	---
Total Resources Available	297,911,787	295,159,914.98		295,159,914.98	0.99

Funds Expended and Encumbered					
101 Personal Services-Salaries	236,553,630	66,873,784.70	-	66,873,784.70	0.28
202 Personal Travel (In State)	131,463	69,875.55	-	69,875.55	0.53
203 State Vehicle Operation	559,659	140,353.71	8,227.82	148,581.53	0.27
204 Depreciation	10,279	1,743.00	-	1,743.00	0.17
205 Personal Travel (Out of State)	18,624	1,112.82	-	1,112.82	0.06
301 Office Supplies	199,919	61,415.35	2,710.94	64,126.29	0.32
302 Facility Maintenance Supplies	1,664,304	376,102.70	86,133.01	462,235.71	0.28
303 Equipment Maintenance Supplies	800,151	246,822.09	474,999.33	721,821.42	0.90
304 Professional & Scientific Supplies	936,479	444,539.72	35,897.56	480,437.28	0.51
306 Housing & Subsistence Supplies	2,188,974	713,137.63	145,180.41	858,318.04	0.39
307 Ag.Conservation & Horticulture Supply	53,576	13,623.92	3,185.35	16,809.27	0.31
308 Other Supplies	556,447	245,163.50	130,182.87	375,346.37	0.67
309 Printing & Binding	6	-	-	-	-
310 Drugs & Biologicals	8,347,927	2,902,400.39	-	2,902,400.39	0.35
311 Food	10,353,987	2,914,807.89	281,645.07	3,196,452.96	0.31
312 Uniforms & Related Items	1,385,027	295,992.56	83,832.94	379,825.50	0.27
313 Postage	47,439	9,105.31	1,742.36	10,847.67	0.23
401 Communications	641,331	175,173.60	9,964.50	185,138.10	0.29
402 Rentals	98,611	24,609.84	-	24,609.84	0.25
403 Utilities	9,219,301	2,446,341.22	324,485.54	2,770,826.76	0.30
405 Professional & Scientific Services	2,099,349	498,390.70	118,510.70	616,901.40	0.29
406 Outside Services	6,298,795	1,337,430.62	50,609.12	1,388,039.74	0.22
407 Intra-State Transfers	256	-	-	-	-
408 Advertising & Publicity	21,602	4,417.00	-	4,417.00	0.20
409 Outside Repairs/Service	1,123,768	465,285.96	80,801.81	546,087.77	0.49
412 Auditor of State Reimbursements	-	-	-	-	---
414 Reimbursement to Other Agencies	6,200,251	4,235,607.34	31,505.00	4,267,112.34	0.69
416 ITD Reimbursements	2,135,401	961,678.74	7,040.00	968,718.74	0.45
417 Worker's Compensation	-	-	-	-	---
418 IT Outside Services	1,992,906	604,974.75	-	604,974.75	0.30
419 Intra Agency Reimbursement	-	-	-	-	---
433 Transfers - Auditor of State	1,200	-	-	-	-
434 Transfers - Other Agencies Services	23,837	44,682.45	30.00	44,712.45	1.88
501 Equipment	74,284	62,775.82	8,986.00	71,761.82	0.97
502 Office Equipment	14,897	3,609.06	-	3,609.06	0.24
503 Equipment - Non-Inventory	171,485	114,970.84	58,278.88	173,249.72	1.01
510 IT Equipment	789,539	1,330,141.17	32,651.68	1,362,792.85	1.73
601 Claims	301	-	-	-	-
602 Other Expense & Obligations	2,827,087	854,634.18	147,557.90	1,002,192.08	0.35
604 Securities	6,233	6,233.18	-	6,233.18	1.00
701 Licenses	11,636	2,996.60	-	2,996.60	0.26
702 Fees	116	30.00	-	30.00	0.26
705 Refunds-Other	-	-	-	-	---
901 Capitals	100	-	-	-	-
--- Balance Carry Forward	351,610	-	-	-	-
--- Reversion	-	-	-	-	---
Total Expenses and Encumbrances	297,911,787	88,483,963.91	2,124,158.79	90,608,122.70	0.30

Ending Balance 204,551,792.28

2021 Department of Corrections Board Meetings Locations

January 8, 2021	5th Judicial District Fresh Start Women's Center 1917 Hickman Road Des Moines, Iowa
February 4, 2021 This meeting will begin at 9:30	Des Moines, Central Office (Legislative Breakfast 7-9) 510 East 12 th Street Des Moines, Iowa
March 5, 2021	Iowa Correctional Institution for Women 420 Mill Street SW Mitchellville, Iowa
April 2, 2021	North Central Correctional Facility 313 Lanedale Rockwell City, Iowa
May 7, 2021	Anamosa State Penitentiary 406 North High Street Anamosa, Iowa
June 4, 2021	4th Judicial District Residential Correctional Facility 900 9 th Avenue Council Bluffs, Iowa
July 9, 2021	Iowa State Penitentiary 2111 330 th Avenue Fort Madison, Iowa
August 6, 2021	2 nd Judicial District Fort Dodge Community Corrections Center 311 1 st Avenue South Fort Dodge, Iowa
September 10, 2021	Newton Correctional Facility 307 S 60 th Avenue West Newton, Iowa
October 1, 2021	8 th Judicial District Ottumwa Residential Facility 245 Osage Drive Ottumwa, Iowa
November 5, 2021	Des Moines, Central Office 510 East 12 th Street Des Moines, Iowa
December	No Meeting

(Meeting agenda will be posted on the DOC web site - <https://doc.iowa.gov/>.)