On behalf of the staff of the Eighth Judicial District Department of Correctional Services, I am pleased to present the 2020 Fiscal Year Annual Report. This report is submitted for filing with the Board of Supervisors of each county in the Eighth District, per Iowa Code 905.4. This document reflects activities of the Eighth Judicial District Department of Correctional Services from July 1, 2019 through June 30, 2020.

Years ago our annual report was packed full of numbers, statistics, and formulas. With a change in reporting requirements, we were able to transform our report into a more personal document, with the primary focus being our dedicated employees and what they do. Anyone who wishes to review the finite details of our expansive daily operations, that information is readily available upon request.

This has been --- quite a year. COVID-19 proved a formidable adversary to our business, and to the world in general. We made several operational changes, initially under duress, to continue our important work. It turns out we learned lessons we will undoubtedly carry forward. Our efforts focusing on “Getting Risk Right” were forced into hyper drive. Our previous talks about expanding the use of technology to hold meetings and to conduct case management were driven into action. Our attempts to streamline the use of residential beds was brought to the forefront.

Through all the uncertainty and change, our staff stepped up. Again, and again. They came up with innovative ideas and followed through with new initiatives. They stayed positive and put in the work that needed to be done so we could continue to provide meaningful community based correctional services. Some of that work and those initiatives are highlighted in this report.

I would like to personally thank the staff of the Eighth Judicial District Department of Correctional Services. I am also grateful to our community stakeholders who partner with us to improve our outcomes. Lastly, I thank the Board of Directors for placing their confidence in me as District Director. We are all a team. Through our combined efforts we can provide our clients meaningful opportunities to change. When we do that, our collective goal of safer communities can be realized.

Respectfully,


Daniel T. Fell
District Director
Eighth Judicial District staff members are Secretary Judy Chatfield, PPO Chris Ryland, PPO Cody Allen, Residential Officer Sa’Quiriez Baker, Residential Supervisor Nicholas Baker, Residential Officer Dustin Briscoe and Food Service Leader Linda Kruse.

On the Cover

Photo by
Kim Bradfield

Mission Statement

VISION
An Iowa with no more victims.

MISSION
Providing An Opportunity
For Change

BELIEFS
We BELIEVE that people can change; that our efforts help make people safer; that every person should be treated with dignity and respect; and that we must work as a team if we are to succeed.

GARY B. PEITZ
Assistant District Director
Eighth Judicial District
# Table of Contents

- The Year in Review .......................................................... 2
- Mission Statement......................................................... 3
- District History.............................................................. 5
- Counties Served............................................................. 6
- A Constant Guidepost.................................................... 7

## 2020 Highlights:
- Safety Committee Report............................................ 8
- Leadership Academy.................................................... 9
- Assessment Audit Report............................................. 10
- Moral Reconciliation Therapy..................................... 11
- New Level System....................................................... 11

## District Staff:
- The Leadership Team.................................................. 13
- New Employees, Retirees, Promotions......................... 14
- Years of Service.......................................................... 15
- Staff Awards............................................................... 16
- Employee of the Quarter............................................ 17
- Day In/Day Out .......................................................... 17

- Community Resource Opportunities.......................... 18
- Make a Difference....................................................... 19
- Improving Our Environment....................................... 20

## Organization Chart
- Field Services............................................................. 22
- Residential Services................................................... 23
- Special Services.......................................................... 24

- Staff Quick Facts.......................................................... 25

## Board of Directors....................................................... 26
- Summary of the Board of Directors Meetings.............. 27

## Operational Details...................................................... 28
- Residential Services................................................... 29
- Field Services............................................................. 29
- Client Quick Facts....................................................... 30
- Training Report.......................................................... 31
- Locations...................................................................... 32

- Statistics........................................................................ 33-37
- Financial Reports......................................................... 38-39
The Eighth Judicial District Department of Correctional Services is an independent public agency, with a board of directors, created and established under Chapter 905 of the Code of Iowa to provide community correctional services to 14 counties in Southeast Iowa: Appanoose, Davis, Des Moines, Henry, Jefferson, Keokuk, Lee, Louisa, Mahaska, Monroe, Poweshiek, Van Buren, Wapello, and Washington.

Community-based Corrections was established in the Burlington and Ottumwa areas in the early 1970s as part of a pilot project funded through the federal Law Enforcement Assistance Act. At that time, services were also provided by the Division of Corrections within the Iowa Department of Social Services.

In 1977, the Eighth Judicial District Department of Correctional Services was established and assumed all community corrections functions in the District with the exception of state parole and work release. That same year the District’s first community residential correctional facility opened in Burlington.

On July 1, 1984, the Legislature turned over the administration of state parole and work release to the district departments from the State Department of Corrections. In May of 1991, a second residential correctional facility opened in Ottumwa. In addition, community-based corrections expanded which allowed the District to create a dedicated treatment services division. As of June 30, 2020, 109 staff members provide comprehensive adult community corrections supervision and programming to 2,668 clients.
**Appanoose:** Francis Marion Drake grew up in Centerville and was an American merchant, lawyer, banker, politician and founder of Drake University. He fought in the American Civil War and later became the 16th Governor of Iowa.

**Davis:** Walter A. Sheaffer was born in Bloomfield. He was an American inventor and businessman who developed the first commercially successful lever-filling fountain pen and founded the W.A. Sheaffer Pen Company.

**Van Buren:** Home to Iowa’s oldest courthouse and some of the best trophy buck hunting in the entire Nation.

**Lee:** In 1910-1913, the Mississippi River Power Co., constructed a dam across the river, from Keokuk to Hamilton, Illinois. It was the second longest dam in the world when it was built, and it is still the longest dam on the Mississippi river. *The dam is pictured in the foreground on the cover page of this report.*

**Des Moines:** In 1803, President Thomas Jefferson organized two parties of explorers to map the Louisiana Purchase. The Lewis and Clark Expedition followed the Missouri River, while Lt. Zebulon Pike followed the Mississippi River. In 1805, Pike landed at the bluffs below Burlington and raised the United States Flag for the first time on what would become Iowa soil.

**Henry:** Old Threshers Reunion is an annual event that is held in Mt. Pleasant. This event attracts visitors from around the world, by both the permanent exhibits on the reunion grounds and by the collections of antique and steam powered equipment brought to the show by other visitors.

**Jefferson:** The first Iowa State Fair was held October 25-27, 1854 in Fairfield, 20 years before America’s great westward movement began.

**Wapello:** In October of 1942, future President Richard M. Nixon was at the Naval Reserve Aviation Base in Ottumwa, where he served as Aide to the Executive Officer until May 1943.

**Monroe:** Coal companies opened mines near Buxton in the early 20th century. Buxton grew to be the largest coal town west of the Mississippi River and the largest unincorporated community in the United States.

**Mahaska:** Mahaska County was formed in February 1843. The county has been self-governing since February 5, 1844. It was named after Chief Mahaska of the Iowa tribe. The county was the first in Iowa to have a sheriff and a justice of peace.

**Keokuk:** Keokuk County was formed in 1837. It was named for the eponymous chief of the Sac Indians, who advocated peace with the white settlers. In May 1843, the county opened for public settlement and was self-governed from 1844.

**Washington:** In 2016, the Guinness World Book of Records certified Washington, Iowa’s State Theatre as the world’s oldest continually operating cinema theatre.

**Louisa:** The surviving mounds of the Toolesboro Mound Group, located east of Wapello, were built by the Havana Hopewell culture sometime between 200 BCE and 100 CE. The status of the people buried in the mounds indicates the mounds were raised by people working within an organized community with an established social hierarchy.

**Poweshiek:** Robert Norton Noyce nicknamed “the Mayor of Silicon Valley,” grew up in Grinnell. He was a physicist who co-founded Intel Corporation in 1968. He is also credited with the realization of the first microchip, which fueled the personal computer revolution and gave Silicon Valley its name.
A Constant Guidepost...
By: Daniel T. Fell, District Director

Over the years articles on strategic planning have been a mainstay in our Annual Reports. We have discussed our planning sessions, explored the related committee work, talked about forming goals, and how we plan and prioritize; we’ve examined how we chose to use our resources, and finally, reviewed how we go about measuring our progress.

In our business, it is very important for everyone to be working towards the same goals. Everyone. Strategic planning is, therefore, the guidepost. Something that can be quickly gleaned by anyone in the organization to see if what they are doing as an individual or what we are doing as a District fits within those parameters.

Planning is a never ending process. To get to where we are currently, we had to go “deep into the weeds” on several topics over the years -- because that is where we were starting at as an agency.

For example, in 2015, Continuous Quality Improvement (CQI) was one of five primary initiatives for that planning cycle. CQI was something we had talked about, wished for and knew we needed. However, we had done very little of it. The committee that oversaw that initiative over the following years was, therefore, starting from scratch. They had their work cut out for them as they were truly inventing the wheel for CQI in our District. Through their work, processes were created, resources were prioritized, training was implemented, and we double backed, circled around, and put everything we had into it. Five years later, CQI is now a major strength in our district.

While there is always more work to be done, improvements to be found, and processes to be challenged, I am happy to report that over the next several years we will be focused on goals that we are already working towards. Instead of starting with a blank slate we have a road map. Even if we have some areas that still need to be filled in, the goals below are already being discussed and worked on more and more collectively.

1. Focus our resources toward those clients that are at the highest risk to reoffend.
2. Focus on Evidenced Based Practices, Core Correctional Practices, and Continuous Quality Improvement (CQI) to improve client success.
3. Focus our hiring processes and professional development on creating a more knowledgeable, inclusive, diverse workforce.

I am happy to report that these will be our guideposts for the next year and beyond.
The field of Corrections, like many businesses, must deal with the ever-evolving changes in policies, procedures and in society as a whole by incorporating checks and balances to ensure we are minimizing potential risk for both staff and clients. The Eighth Judicial District hoped to achieve this by implementing reviews such as that done by our Safety Audit Team. This team was a diverse group comprised of several job classifications including residential officers, probation/parole officers, High Risk Unit officers, and management. The goal was to examine every aspect of District operations in order to develop a list of recommendations to take to the Executive Team. The only guidance given to this group by the Director was “nothing is off the table”.

The team started by reviewing and analyzing everyday operations. This included historical data such as revisiting critical incidents and conducting detailed after action reviews. Members would examine what contributed to the incident, how the incident could have been avoided, and if the response was optimal. Other factors included were staff training, threat potential (risk) determination, and whether the physical set up of the building or office contributed.

The team also reviewed the District’s Personal Safety Training Program. They examined each job classification, their respective duties, and the probability their job description would place them in a potentially dangerous situation. Audit team members set out collecting data and speaking with people from each classification in hopes of determining what training would be needed to properly respond to threatening situations. The committee recommended our training program be modified to give additional, more specialized training to high-risk classifications such as HRU officers and residential officers and less to lower risk jobs that had little client contact such as clerical and administration. The team also recommended additional interpersonal communication skills and de-escalation technique training. Each office also completed a “hands on” active shooter training specially designed for their location and office set up.

The committee then developed criteria for and completed safety inspections on every office and both residential facilities. These included review of:

- Safety Data Sheets and “right to know”
- Severe weather plans
- Fire evacuation drills
- Fire extinguishers
- First aid kits
- AED equipment

Particular attention was paid to the physical set up of each office and to ensure adequate video recording coverage. Inspectors wanted to make certain staff had access to clear escape routes and that adequate physical barriers were in place. After review and approval from the Director, several recommendations were implemented. These included replacing reception windows in three field offices with impact resistant plexiglass and adding an additional security door at Burlington Residential Facility. The team also recommended each office have a safety officer assigned as an additional duty.

Staff and client safety continues to be a top priority within the Eighth Judicial District. By having everyone involved from the top down, encouraging input and suggestions from all employees, and taking an active approach, we hope to keep our excellent safety record running strong well into the future.
In December of 2019, at a District Board Meeting, the District held its first Leadership Academy graduation ceremony.

Ten District staff members successfully completed the course, which was based on the book “The Leadership Challenge” by James Kouzes and Barry Posner. During the Academy participants met every month for one or two days, and completed assignments and activities based on Kouzes and Posner’s five practices of exemplary leadership.

During the graduation ceremony, Director Daniel T. Fell gave a keynote address on “Leadership at All Levels,” and thanked the class for their energy, efforts, and hard work during the ten month process. Other core cadre members, Assistant Director Gary Peitz and Executive Officer Linda Norton, presented the graduate’s their certificates while Division Manager Vince Remmark presented the graduates with a Leadership Challenge Coin.

The Leadership Academy graduates then presented their final projects to the Board, staff in attendance, and others that were gathered for the occasion. Those projects included:

- Then Residential Officer, now Probation and Parole Officer I, Zach Allsup, who spearheaded the districtwide implementation of the cognitive skill building curriculum, Moral Reconation Therapy.
- HRU Officer Becky Bolin, and then Lead Residential Officer, now Probation and Parole Officer I, Charles Severs, who examined safety issues in the District and lead our newly formed Safety Committee.
- Secretary Dena DeVore, who created a user’s guide for navigating the complex bureaucracy surrounding Vocational Rehabilitation services.
- Then Probation and Parole Officer II, now Residential Supervisor, Nyci Harbison, who organized a workgroup to review technical violations and reduce residential escapes.
- Executive Secretary Melanie Imhoff, who developed a modern training manual for secretaries and implemented new meetings and networking opportunities for clerical staff.
- Administrative Officer Kristina Jones, whose project was to reenergize and restart our internal Staff Victimization and Support Service Program.
- Probation and Parole Officer II Andy Miller, who did research on expanding our ability to collect supervision fees.
- Then Lead Residential Officer, now Probation and Parole Officer II, Michael Schakel, whose work explored a staff/client partnership geared towards community enhancement projects.
- Probation and Parole Officer II Brenda Zahner, who created the framework for a program that would allow employees to do volunteer work in their communities on the clock.

Director Fell stated, “It was great to work with such a high caliber group. As you can tell by the numerous change in job titles, these staff were motivated to learn and better themselves, and many of them have since been promoted. I am sure some of these same staff will continue to rise up the chain in our district. As an instructor, all I can say is that I am happy and humbled to have been a part of their journey and this process.”

The District currently plans to accept applications for its second Leadership Academy in the Spring of 2021.
The Eighth Judicial District Department of Correctional Services has an ongoing assessment and case management system to ensure offender risk and criminogenic needs are identified and addressed in an effort to lower risk and reduce recidivism.

The Risk, Needs and Responsivity principle (R-N-R), form the basis of case management. Identifying risk dictates the degree of intervention based upon the assessed level of a client’s risk to reoffend. The Needs (Criminogenic) describe factors identified through research to predict future criminal behavior. The Responsivity is the need for individualization and determines the best way to approach supervision and programming.

The Iowa Risk Revised (IRR) and the Dynamic Risk Assessment for Offender Reentry (DRAOR) are the assessments used. Both the IRR and DRAOR are utilized to help assess the client’s risk to reoffend, their needs and their response to case management. These assessments are used to identify staff training needs as well as establishing quality assurance guidelines. A 90% proficiency has been established as the benchmark across the State.

Since the implementation, great progress has been made in the proficiency of staff to correctly score and utilize the IRR and DRAOR. In fiscal year 2017, we had 633 IRR’s audited with a proficiency rate of 55.9%. The DRAOR had not yet been approved for auditing. In fiscal year 2018, 492 IRR’s were audited and the district’s proficiency rose to 73.5%.

As staff became more comfortable and confident with the assessment tools through training and instruction; proficiency continued to rise. In fiscal year 2019 452 IRR’S were audited with 89.6% proficiency. This was the first year that DRAOR’S began to be audited and of the 83 audits completed our proficiency was 96.3%.

In fiscal year 2020 proficiency continued to rise. There were 535 IRR’S audited with an increase of audit proficiency to 91.2%. DRAOR proficiency continued to rise to 97.4% with 394 DRAOR’S being audited.

Staff continue to receive results of individual IRR and DRAOR audits and are made aware of mistakes, which are corrected. Discussions are had with staff responsible for CQI/QA process for the district. Staff also have received “Coaches Corners” emails outlining any trends or issues identified and associated with the assessment tools.

Proficiency for the District’s assessments have consistently risen over the last three fiscal years and with continued auditing and open communication, this pattern should continue.

Staff have worked diligently and much effort has gone into becoming proficient. They continue to gain an even better understanding of the assessment tools which has resulted in the client’s risks and needs being identified. The client’s response to supervision is being well documented and programming has proven to be beneficial, all of which are a product of the staff’s proficiency.
Moral Reconation Therapy

By Nicholas Baker, Residential Supervisor

MRT or Moral Reconation Therapy has been a focus for the Eighth Judicial District Department of Correctional Services as a future Evidence Based Cognitive Intervention. MRT is a cognitive-behavioral treatment system that assists the client in decision making, and choosing appropriate behaviors. MRT is a 12-step program that is driven by the students and supervised by the instructors.

Moral Reconation Therapy has been used by the Iowa Department of Corrections for quite some time, but it had never been utilized in Community Based Corrections. That is, until the Eighth District sent ten employees to be trained last year. The District currently has two supervisors, two Community Treatment Coordinators, two Residential Officers, and four Probation/Parole Officers that are trained as instructors in MRT. These individuals lead classes in the Burlington and Ottumwa offices twice a week and are serving approximately 20 clients at any given time. The District has led the charge in Community Based Corrections, and has taken this pilot program and adjusted it to meet the needs of the community. We look forward to continuing this work, and continuing to provide our clients with the best "Opportunity for Change" as sited in our mission statement.

New Level System

By Linda Norton, Executive Officer

Shortly before the beginning of the fiscal year, all of the districts moved to a case management five-tier level system for clients. The purpose for this move was to more accurately assess risk of criminogenic needs and identify protective factors of clients. Once risk and need is identified, informed decisions can be made to match the intensity of supervision and correctional intervention. By using targeted case management combined with treatment dosage, district staff can target criminogenic needs to reduce and build up protective factors to shield from risky situations. In addition it was important that we implement CQI measures in our district for ongoing professional development. The emphasis of this new level system is to focus our services on the higher risk clients.

Below is a quick look at some of the standards for the different levels:

Level 5 signifies our high risk offenders with major criminogenic needs and a high rate to re-offend. This level requires monthly: four structured contact meetings and four collateral contacts, and a minimum of one home visit along with maximum use of outside resources and available programming.

Level 4 indicates client has many criminogenic needs with several being chronic and severe. Supervision includes intensive monitoring for community safety, compliance and strengthening treatment, participation and retention.

Level 3 clients show some identifiable resources and strengths but criminogenic needs are often barriers to success. It is shown that these clients benefit from practices that enhance compliance and encourage pro-social change.

Level 2 clients have one monitoring and one collateral contact every sixty days along with reviewing compliance progress of court ordered conditions.

Level 1 clients are considered very low risk and have a monitoring contact every six months.
Front row - left to right: Jenny Roberts - Administrative Assistant; Kristina Jones - Administrative Officer; Linda Norton - Executive Officer

Back row - left to right: Ted Robinson - Residential Manager; Kurt Rosenberg - Probation/Parole Supervisor; Donn Bruess - Probation/Parole Supervisor; Patrick Lacy - Residential Manager; Daniel Fell - District Director; Vince Remmark - Assistant District Director; Colby Kreiss - Probation/Parole Supervisor; Nycole Harbison - Residential Supervisor; Nicholas Baker - Residential Supervisor
The Department began an on-boarding procedure for new employees in February of 2020. On the employee’s first day they attend a meeting in the Fairfield Office with their supervisor where they are welcomed by the director and/or his designee. Additional staff attend the meeting to provide information regarding employee benefits, training and the SVSS program. The new employee is also provided an overview of the district, our mission and various programs to help in support of that mission. Our hope in providing this new process to employees is that they see, sense and feel that our district is a team working together towards the mission set out before them. Congratulations to our new employees!

Probation/Parole Supervisor Debbie Berrier retired from the Department on December 31, 2019. She was hired as a Probation/Parole Officer and held that position in three different office locations until her promotion to supervisor. Through her years of service, Debbie was a highly dedicated, efficient, and devoted professional who excelled at all aspects of each position she held. In all of her duties, she strived to ensure the safety of the community when dealing with clients, while also providing them with opportunities for change.

On April 30th, 2020, Leslie Laumeyer, Food Service Leader at the Ottumwa Residential Facility retired after 28 years of service. Leslie started as a part-time cook with the opening of the facility in 1991, working every weekend and holiday for the next 26 years. In 2019, Leslie was promoted to Food Service Leader and held that position until her retirement. Leslie will be forever appreciated for her work ethic, dedication and integrity in serving the clients, coworkers, and citizens of the Eighth Judicial District.

Promotions

Bryce Bachman, Probation Parole Officer II
Michael Schakel, Probation Parole Officer II
Charles Severs, Probation Parole Officer I
Judy Shepherd, Food Service Leader
Nycole Harbison, Residential Supervisor
Asst. Director Gary Peitz and District Director Daniel Fell congratulating Donn Bruess on 30 years working in the Iowa Correctional System (10 for the DOC and 20 with us).

Years of Service

Linda Norton
(30 years)

Greg Riley
(25 years)

Gary Sanders
(25 years)

Kim Bradfield
(20 years)

Kelly McDaniel
(20 years)

Faye Jones
(20 years)

Heather Jones
(20 years)

Kristina Eckert
(20 years)

Nycole Harbison
(20 years)

Stacy VanAntwerp
(15 years)

Lisa Houk
(15 years)

Jennifer Brereton
(10 years)

Eva Fletcher
(10 years)

Ashley Hocker
(5 years)

Zachary Allsup
(5 years)

Katelyn Hummer
(5 years)

Melanie Imhoff
(5 years)

Lynne Marquardt
(5 years)

Justin Leffler
(5 years)
Staff Awards

**EMPLOYEE OF THE YEAR**
Probation/Parole Officer Jeff Price
who has been an exemplary PPO for many years. 100% dedicated to his job, he always gives 100% effort. Jeff’s standards for himself are very high. He has exceptional communication skills and masters each task he is given. These things, and much more, have resulted in him being one of the real “go to” people in the district.

**MANGER OF THE YEAR**
Administrative Assistant Jenny Roberts
whose upbeat personality is something we could all strive for. She is professional, detail orientated, and a very kind person. If you need help, she will be there. You name it and Jenny does it. Usually very quietly behind the scenes where she likes it. She is truly the backbone of this department.

**TOP FEE COLLECTOR**
Probation/Parole Officer Jennifer Brereton
for her commitment collecting local fees. As the District’s Top Fee Collector, she brought in $29,776.58 in Fiscal Year 2020. That is more than double the average amount collected by case managers. Since we are so dependent upon the collection of local funds, we greatly appreciate the increased efforts.

**NEW COMER OF THE YEAR**
Residential Supervisor Nycole Harbison
who has jumped into the role of ORF Supervisor with both feet, hit the ground running and has not stopped since. She is always on the go and on task, which is imperative with the fast-pace of residential. Her easy going personality, being hands on, and leading by example has earned her the respect of her staff and others.

**TEAM EXCELLENCE**
Residential Officers
who had to re-adjust the way we do business due to COVID, including going to 12-hour shifts. Not being able to steer clear from clients, they met the challenge with a determination to continue to serve our clients in a professional manner. They did this all, and more, showing great courage and esprit de corps.
Jeff Price is a very valuable, well-rounded member of our Department. As a long time PSI Writer, Jeff has been a go-to resource for many other staff members over the years. Now in the role of case manager, he has wasted no time in diving into the current caseload assigned to him while still continuing to process PSI’s and train a new PSI Writer. Jeff continually manages to keep several balls in the air at one time and his work is greatly appreciated.

Charles Severs stepped up, going above and beyond expectations during the COVID-19 pandemic. He was the first one to volunteer to work at the Burlington Residential Facility, and was the only member of the field staff who was assigned a residential shift. He also completed more than this fair share of the Post-PSI backlog over the last four months. Through it all, he maintained a positive outlook and get it done attitude.

In August of 2019, a Day In/Day Out Performer Award was bestowed upon Jenaya Pilcher, who has very quickly become an integral part of our clerical staff, and the Ottumwa office. Described by her coworkers as “Unflappable,” and “A Great Fit,” she has taken full ownership of her position. Jenaya has rapidly become an outstanding member of the team that she supports, and of our Department.

In September of 2019, Probation/Parole Supervisor Kurt Rosenberg received a Day In/Day Out Award for the way he continually handles business. Director Fell told staff during the presentation that he has received multiple compliments from DOC Central Office staff about Kurt’s work, and how he represents our district on a myriad of statewide committees.

“someone who is above the curve everyday in all facets of work and behaviors”
In recognition of National Disability Employment Awareness Month Indian Hills Community College hosted an event entitled “Educate, Engage and Empower” on October 11, 2019, which included a keynote speaker, breakout sessions for employers and a job fair. Representing the Eighth Judicial District was Probation/Parole Supervisor Debbie Berrier, High Risk Unit Officer Becky Bolin and Administrative Officer Linda Norton participated in two breakout sessions in which they provided information regarding their own careers along with various other aspects of the services the Department provides to the community.

Following the breakout sessions, Supervisor Berrier participated in a panel discussion which included a brief ‘how I got here’ statement by each member of the panel. Women from various aspects of criminal justice were included in the panel such as a judge, juvenile probation officer, correctional officer, conservation officer and others. A question and answer period including all of the panel members followed. This event was covered by the local news station who reported “that all of the speakers emphasized that there will always be a need for more women in the workplace”.

On November 14, 2019, the Department attended the Oskaloosa Job Fair located at the Penn Central Mall. Over thirty employers from Mahaska, Marion, Monroe and Wapello Counties participated in this event.
Burlington Residential Facility
Make a Difference Award (M.A.D.)

The M.A.D. award was created by staff at the facility to recognize their coworkers for going above and beyond their required duties. The first M.A.D. (Make a Difference) award went to Residential Officer Eva Fletcher. The citation read, ”We would like to show our appreciation for everything you do. You are constantly helping out other staff members, and are one of the go to people at the facility. You consistently bring positivity to the workplace and are a pleasure to be around. Thanks for Making a Difference, Eva!”

The second M.A.D. award went to Residential Officer Justin Leffler. Justin carries additional responsibilities around the facility including conducting disciplinary hearings and facilitating Reasoning Skills. Justin was nominated with the citation of ”Saving our butts on the October UA log.” Couldn’t be a truer statement, Justin completed 28 client UAs that month, which is around half of all our facility clients. Thanks for Making a Difference, Justin!

Giving Back to Our Community and Co-workers

In August 2019, Jonathan Dean gave a presentation to the District’s Leadership Academy participants regarding the Department’s newly created Employee Fund Program. The fund consists of money voluntarily deducted from employee’s pay or donated by an employee to be used for benevolent, charitable, and goodwill purposes. The fund provides for disbursement at such times as births, weddings, retirements, death of an immediate family member of department employees, or for other qualified charitable purposes as deemed appropriate by the Employee Fund Committee.

Staff members as well as some of their family members represented our Department at the Burlington Christmas Parade on November 30th. It was a rainy night but that didn’t keep people away from the parade as it was attended by hundreds of people. “It’s nice to give back to the community that we protect and live in” stated Community Treatment Coordinator Jaime Baker.
Improving Our Environment

This Spring the Ottumwa Residential Facility received a neat addition to their property.

Residential Officer and Apianist, Terry Nichols, trapped a swarm of bees at the property of fellow employees Lisa and Don Houk. Nichols then transferred the bees to a spot behind the garden at the Ottumwa Facility. Supervisor Nyci Harbison describes the photos, saying, “The box on the ground is the trap and he is transferring them to the house. The bees just walk over on that board between the two and some have already moved in. We think the queen is still in the trap under the lump of bees while the others are getting it ready for her.”

Bees are vital to a healthy environment as they pollinate and help plants grow, breed, and produce food. They do so by transferring pollen between flowering plants and so keep the cycle of life turning.
Field Services

Eastern Division Field Services
- DONN BRUESS, Probation/Parole Supervisor
  - Secretary (3 FT)
    - Judy Chatfield
    - Ashley Hooker
    - JoAnn Oetken
  - Probation/Parole Officers (11 FT)
    - Cody Allen
    - Katie Detrick
    - Rob Humphrey
    - Heather Jones
    - Lynne Marquardt
    - Jonathan Robbins
    - Chris Ryland
    - Charles Severs
    - Sundli Simpson
    - Ben Tootl
    - Brenda Zahnert

Central Division Field Services
- KURT ROSENBERG, Probation/Parole Supervisor
  - Secretary (1 FT)
    - Joriann Davidson
  - Probation/Parole Officers (3 FT)
    - Bryce Bachman
    - Morgan Coleman
    - Andrew Miller

Western Division Field Services
- COLBY KREISS, Probation/Parole Supervisor
  - Secretary (3 FT, 1 PT)
    - Teri Carr
    - Faye Jones
    - Thilea McGill
    - Jenaya Pilcher (PT)
  - Probation/Parole Officers (13 FT)
    - Matt Blanco
    - Jesse Brown
    - Jason Jones
    - Shawn LaRue
    - Clint Nichols
    - Jeff Price
    - Lana Reed
    - Greg Riley
    - Gary Sanders
    - Michael Schaelke
    - Steve Smith
    - Jason Steil
    - Kevin Ward
### Staff Quick Facts

*As of June 30, 2020*

<table>
<thead>
<tr>
<th>Number of Employees by Location</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Burlington</td>
<td>36</td>
</tr>
<tr>
<td>Ottumwa</td>
<td>41</td>
</tr>
<tr>
<td>Central Region</td>
<td>15</td>
</tr>
<tr>
<td>Western Region</td>
<td>8</td>
</tr>
<tr>
<td>Eastern Region</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>109</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Number of Employees by Job Type</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Staff</td>
<td>7</td>
</tr>
<tr>
<td>Supervisory Staff</td>
<td>10</td>
</tr>
<tr>
<td>Residential Officers</td>
<td>35</td>
</tr>
<tr>
<td>Probation and Parole Officers</td>
<td>27</td>
</tr>
<tr>
<td>Special Services</td>
<td>15</td>
</tr>
<tr>
<td>Secretarial Staff</td>
<td>10</td>
</tr>
<tr>
<td>Food Service</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>109</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Diversity of Workforce</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>46%</td>
</tr>
<tr>
<td>People of Color</td>
<td>6%</td>
</tr>
</tbody>
</table>

### Executive Staff

- **Daniel T. Fell**, District Director
- **Gary B. Peitz**, Assistant District Director
- **Vince Remmark**, Division Manager
- **Linda Norton**, Executive Officer
- **Kristina Jones**, Administrative Officer
- **Jenny Roberts**, Administrative Assistant
Board of Directors

**Daryn Hamilton**  
Board of Supervisors  
Fairfield, IA 52556

**Jim Cary**  
Board of Supervisors  
Burlington, IA 52601

**Neal Smith**  
Board of Supervisors  
Centerville, IA 52544

**Ron Fedler**  
Board of Supervisors  
Ft. Madison, IA 52627

**Steve Wanders**  
Board of Supervisors  
Oskaloosa, IA 52577

**Merle Doty**  
Board of Supervisors  
Montezuma, IA 50171

**Jerry Parker**  
Board of Supervisors  
Ottumwa, IA 52501

**Michael Berg**  
(Executive Committee)  
Board of Supervisors  
Sigourney, IA 52591

**Gary See**  
Board of Supervisors  
Mt. Pleasant, IA 52641

**Ron Bride**  
Board of Supervisors  
Bloomfield, IA 52537

**Chris Ball**  
Board of Supervisors  
Wapello, IA 52653

**John Hughes**  
Board of Supervisors  
Albia, IA 52531

**Robert Waugh**  
(Executive Committee)  
Board of Supervisors  
Keosauqua, IA 52565

**Bob Yoder**  
Board of Supervisors  
Washington, IA 52353

**Judiciary Members:**

**Brad Turner, Sheriff**  
Louisa Co. Law Center  
Wapello IA 52653

**Myron Gookin, Judge**  
(Executive Committee)  
Fairfield, IA 52556

**Citizen Members:**

**Pastor Richard Dutzer**  
(Executive Committee)  
Burlington, IA 52601

**Richard C. Reed**  
Chairperson  
(Executive Committee)  
Fairfield, IA 52556
Summary of the Board of Directors Meetings

The Department’s Board of Directors meet on the second Wednesday in January, June, September and December. In the interim between meetings, the Executive Board can meet to ensure business is handled promptly. This is a brief summary of key items and significant actions taken at each meeting.

September, 2019

- FY 19 Final Budget Approved
- FY 20 Proposed Budget Approved
- Staff Presentation–Iowa Domestic Abuse Program (IDAP)
- Iowa Correctional Accreditation Compliance

December, 2019

- Leadership Academy Presentations
- Employee Recognition
- FY 20 Budget Update
- Purchase of Burlington Residential Facility
- Auditor’s Report
- Director’s Evaluation
- Organizational Meeting set for January 8, 2020

January, 2020

- Election of Officers
- Moral Reconciliation Therapy (MRT) Presentation
- By-Laws Reviewed
- Annual Report Outlined
- Table of Organization Approved
- FY 20 Budget Update
- Director’s Evaluation Review
- 2020 Board Meeting Dates Set

June, 2020 (Virtual Meeting)

- Recognition of Staff
- Purchase of Service Agreement Approved
- Reasonable Accommodation Policy, AA-EEO 2, Approved
- Residential Facility Rent Increase Approved
- Cost of Living Raise for Non-Contract Employees Approved
- FY 20 Budget Update
- FY 21 Budget Update
### Operational Details

#### Probation/Parole

<table>
<thead>
<tr>
<th>Description</th>
<th>Class</th>
<th>Agency # 228-A08</th>
</tr>
</thead>
<tbody>
<tr>
<td>POS Funds</td>
<td>1,001,417</td>
<td>3,324,051</td>
</tr>
<tr>
<td>Federal Pass</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

#### Residential

- Residential
- Probation/Parole
- Special Services
The District has two residential facilities, one located in Ottumwa which houses both male and female clients and the other in Burlington, housing only males. Clients are admitted to the facility on an order of the Court, part of the intermediate criminal sanctions continuum or in accordance with a contract with the Department of Corrections or Federal Correctional Agency.

There were 520 clients who were served in our facilities last year. Statistics reflect that ninety-three percent of clients successfully completed their stay with the average length of stay between 3 and 4 months. The average daily population for the Burlington Residential Facility was 49.63 clients with Ottumwa at 60.06 clients.

Client rent collected in both facilities totaled $740,196.19 with an additional $54,830.39 in client fees collected, for a total for the year of $795,026.58.

---

Residential Services

---

Field Services

**Pretrial Release** services provide supervision for arrestees prior to disposition of their criminal charges, to ensure their appearance in court and to ensure the safety of the community. The District served 1,170 clients in FY20 and of the 500 clients that ended their supervision, 464 did so successfully.

**Probation** supervision serves as an alternative to prison and jail incarceration and allows the client to remain in the community. Probation supervision is the largest service provided by the District and this year we served 2,111 clients.

**Parole** supervision is provided when the board of parole determines the client should receive a period of supervision following prison incarceration. There were 111 females and 681 males served under parole supervision during this timeframe.

**Special Sentence** supervision is for clients convicted of a sex offense who have completed the criminal penalty portion of their original sentence. Per Iowa Code and dependent upon the original convicting offense, this additional supervision period may be for a period of five years up to lifetime supervision. The year started with 119 clients on Special Sentence supervision with 33 additional clients admitted to this program.

**Interstate Compact** is the supervision of clients transferred to Iowa from another state. Clients supervised are on probation or parole and handled similarly to Iowa clients under that same supervision. There were 135 new interstate compact clients supervised on probation or parole during the past fiscal year.

**Presentence Investigation** provides background information on defendants to assist the Court with determining appropriate sentences. The District completed a total of 905 Presentence Investigations during FY20.
### Client Quick Facts

**As of June 30, 2020**

#### Field Services

<table>
<thead>
<tr>
<th>Service</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Probation (includes compact)</td>
<td>1,605</td>
</tr>
<tr>
<td>Parole (includes compact)</td>
<td>520</td>
</tr>
<tr>
<td>Pretrial Release w/Supervision</td>
<td>321</td>
</tr>
<tr>
<td>Special Sentence</td>
<td>144</td>
</tr>
<tr>
<td>Other</td>
<td>2</td>
</tr>
<tr>
<td><strong>Field Services Sub-Total:</strong></td>
<td><strong>2,592</strong></td>
</tr>
</tbody>
</table>

#### Residential Facilities

<table>
<thead>
<tr>
<th>Service</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Probation</td>
<td>21</td>
</tr>
<tr>
<td>Work Release</td>
<td>38</td>
</tr>
<tr>
<td>Special Sentence</td>
<td>11</td>
</tr>
<tr>
<td>Other</td>
<td>6</td>
</tr>
<tr>
<td><strong>Residential Facilities Sub-Total:</strong></td>
<td><strong>76</strong></td>
</tr>
</tbody>
</table>

**District Total**: 2,668

### Field Services (Breaking down by Crime Type)

<table>
<thead>
<tr>
<th>Crime Type</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Felony</td>
<td>1,896</td>
</tr>
<tr>
<td>Aggravated Misdemeanor</td>
<td>321</td>
</tr>
<tr>
<td>Serious Misdemeanor &amp; Other</td>
<td>52</td>
</tr>
<tr>
<td>NCIC</td>
<td>178</td>
</tr>
<tr>
<td>Special Sentence</td>
<td>145</td>
</tr>
<tr>
<td><strong>Field Services Sub-Total:</strong></td>
<td><strong>2,592</strong></td>
</tr>
</tbody>
</table>

### Residential Facilities (Breaking down by Crime Type)

<table>
<thead>
<tr>
<th>Crime Type</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Felony</td>
<td>57</td>
</tr>
<tr>
<td>Aggravated Misdemeanor</td>
<td>5</td>
</tr>
<tr>
<td>Special Sentence</td>
<td>14</td>
</tr>
<tr>
<td><strong>Residential Facilities Sub-Total:</strong></td>
<td><strong>76</strong></td>
</tr>
</tbody>
</table>

**District Total**: 2,668
TOP TRAININGS ATTENDED

- Employee Day
- Bloodborne Pathogens
- Implicit Bias
- Personal Safety Awareness
- MRT Training
- PREA
- Fire Extinguisher
- Behavioral Mental Health Issues/Suicide
- Wellness & Stress Management
- Contraband & Searches

TOTAL TRAINING HOURS COMPLETED

2,113.50
<table>
<thead>
<tr>
<th>Location</th>
<th>Counties</th>
<th>Address/Location</th>
<th>Fax Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fairfield Administrative Office</td>
<td>Jefferson and Van Buren Counties</td>
<td>1805 W. Jefferson, P.O. Box 1060</td>
<td>641-472-4242 &amp; 641-472-9966 Fax</td>
</tr>
<tr>
<td>Ottumwa</td>
<td>Mahaska and Poweshiek Counties</td>
<td>211 High Avenue East</td>
<td>641-682-3069 &amp; 641-682-3557 Fax</td>
</tr>
<tr>
<td>Oskaloosa</td>
<td></td>
<td>2175 Lexington Blvd.</td>
<td>319-653-3535 &amp; 319-653-2092 Fax</td>
</tr>
<tr>
<td>Burlington Residential Facility</td>
<td>Ottumwa Residential Facility</td>
<td>835 Valley</td>
<td>319-753-5179 &amp; 319-753-5418 Fax</td>
</tr>
<tr>
<td>Burlington Residential Facility</td>
<td>Ottumwa Residential Facility</td>
<td>245 Osage Dr.</td>
<td>319-385-9527 (Fax also)</td>
</tr>
<tr>
<td>Burlington Residential Facility</td>
<td>Ottumwa Residential Facility</td>
<td>1200 E. Washington</td>
<td>319-524-6591 &amp; 319-524-6595 Fax</td>
</tr>
<tr>
<td>Burlington Residential Facility</td>
<td>Ottumwa Residential Facility</td>
<td>1508 Morgan</td>
<td>319-753-5179 &amp; 319-753-5418 Fax</td>
</tr>
<tr>
<td>Burlington Residential Facility</td>
<td>Ottumwa Residential Facility</td>
<td>1315 N. Court Street</td>
<td>319-385-9527 (Fax also)</td>
</tr>
<tr>
<td>Burlington Residential Facility</td>
<td>Ottumwa Residential Facility</td>
<td>2175 Lexington Blvd.</td>
<td>319-653-3535 &amp; 319-653-2092 Fax</td>
</tr>
</tbody>
</table>
# Residential Supervision Status

<table>
<thead>
<tr>
<th>Residential Supervision Status</th>
<th>Active at Start</th>
<th>New Admits</th>
<th>Closures</th>
<th>Active at End</th>
<th>Clients Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interstate Compact Parole</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>OWI Continuum</td>
<td>1</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Parole</td>
<td>2</td>
<td>23</td>
<td>14</td>
<td>6</td>
<td>25</td>
</tr>
<tr>
<td>Pretrial Release With Supervision</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Probation</td>
<td>51</td>
<td>146</td>
<td>122</td>
<td>21</td>
<td>197</td>
</tr>
<tr>
<td>Special Sentence</td>
<td>7</td>
<td>29</td>
<td>22</td>
<td>11</td>
<td>36</td>
</tr>
<tr>
<td>Work Release</td>
<td>68</td>
<td>187</td>
<td>163</td>
<td>38</td>
<td>255</td>
</tr>
<tr>
<td><strong>Totals:</strong></td>
<td><strong>129</strong></td>
<td><strong>391</strong></td>
<td><strong>324</strong></td>
<td><strong>76</strong></td>
<td><strong>520</strong></td>
</tr>
</tbody>
</table>
## Field Supervision Status

<table>
<thead>
<tr>
<th>Supervision Status</th>
<th>Active at Start</th>
<th>New Admits</th>
<th>Closures</th>
<th>Active at End</th>
<th>Clients Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interstate Compact Parole</td>
<td>54</td>
<td>45</td>
<td>41</td>
<td>54</td>
<td>99</td>
</tr>
<tr>
<td>Interstate Compact Probation</td>
<td>117</td>
<td>90</td>
<td>85</td>
<td>128</td>
<td>207</td>
</tr>
<tr>
<td>OWI Continuum</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>No Correctional Supervision Status</td>
<td>4</td>
<td>0</td>
<td>3</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>Parole</td>
<td>398</td>
<td>394</td>
<td>329</td>
<td>460</td>
<td>792</td>
</tr>
<tr>
<td>Pretrial Release With Supervision</td>
<td>271</td>
<td>899</td>
<td>500</td>
<td>321</td>
<td>1,170</td>
</tr>
<tr>
<td>Probation</td>
<td>1,524</td>
<td>587</td>
<td>647</td>
<td>1,469</td>
<td>2,111</td>
</tr>
<tr>
<td>Special Sentence</td>
<td>119</td>
<td>33</td>
<td>31</td>
<td>143</td>
<td>152</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>2,487</strong></td>
<td><strong>2,050</strong></td>
<td><strong>1,637</strong></td>
<td><strong>2,577</strong></td>
<td><strong>4,537</strong></td>
</tr>
</tbody>
</table>
### Supervision Specialties

<table>
<thead>
<tr>
<th>Specialty</th>
<th>Active at Start</th>
<th>New Admits</th>
<th>Closures</th>
<th>Active at End</th>
<th>Clients Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day Reporting—Residential</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Drug Court Supervision</td>
<td>23</td>
<td>32</td>
<td>21</td>
<td>34</td>
<td>55</td>
</tr>
<tr>
<td>Global Positioning-Satellite</td>
<td>147</td>
<td>327</td>
<td>305</td>
<td>189</td>
<td>474</td>
</tr>
<tr>
<td>Low Risk Probation</td>
<td>73</td>
<td>6</td>
<td>52</td>
<td>27</td>
<td>79</td>
</tr>
<tr>
<td>Mental Health Court</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>25</td>
<td>53</td>
</tr>
<tr>
<td>OWI Pre-Placement</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>PTR—Level 3</td>
<td>311</td>
<td>834</td>
<td>737</td>
<td>411</td>
<td>1,145</td>
</tr>
<tr>
<td>SCRAM (Secure Continuous Remote Alcohol Monitor)</td>
<td>3</td>
<td>4</td>
<td>6</td>
<td>1</td>
<td>7</td>
</tr>
<tr>
<td>Sex Offender</td>
<td>345</td>
<td>400</td>
<td>337</td>
<td>427</td>
<td>745</td>
</tr>
<tr>
<td>Transitional Release Program (TRP)</td>
<td>3</td>
<td>17</td>
<td>20</td>
<td>0</td>
<td>20</td>
</tr>
<tr>
<td>Weekend Dorm Sanction</td>
<td>0</td>
<td>9</td>
<td>9</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total Specialties:</strong></td>
<td><strong>931</strong></td>
<td><strong>1,661</strong></td>
<td><strong>1,518</strong></td>
<td><strong>1,116</strong></td>
<td><strong>2,592</strong></td>
</tr>
</tbody>
</table>
## Intervention Programs

<table>
<thead>
<tr>
<th>Intervention Program</th>
<th>Active at Start</th>
<th>New Admits</th>
<th>Closures</th>
<th>Active at End</th>
<th>Clients Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drug Court Program</td>
<td>20</td>
<td>14</td>
<td>9</td>
<td>25</td>
<td>34</td>
</tr>
<tr>
<td>Iowa Domestic Abuse Program</td>
<td>711</td>
<td>118</td>
<td>119</td>
<td>704</td>
<td>829</td>
</tr>
<tr>
<td>OWI Program</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Pretrial Supervision If Bond Posted</td>
<td>28</td>
<td>241</td>
<td>170</td>
<td>96</td>
<td>269</td>
</tr>
<tr>
<td>Sex Offender Program</td>
<td>187</td>
<td>60</td>
<td>61</td>
<td>184</td>
<td>247</td>
</tr>
<tr>
<td>Sex Offender Registry Modification Evaluation – Not On Supervision</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Sex Offender Registry Modification Evaluation – On Supervision</td>
<td>2</td>
<td>3</td>
<td>0</td>
<td>5</td>
<td>5</td>
</tr>
</tbody>
</table>

**Totals:**

|                      | 949             | 439        | 362      | 1,015         | 1,388          |
### Presentence Investigation Reports

<table>
<thead>
<tr>
<th>PSI Form Type</th>
<th>PSI Count</th>
<th>PSI Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long</td>
<td>487</td>
<td>53.8%</td>
</tr>
<tr>
<td>Short</td>
<td>361</td>
<td>39.9%</td>
</tr>
<tr>
<td>Pre-Plea</td>
<td>56</td>
<td>6.2%</td>
</tr>
<tr>
<td>Post Conviction</td>
<td>1</td>
<td>0.1%</td>
</tr>
<tr>
<td><strong>Totals/Percent</strong></td>
<td><strong>905</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PSI OffenseType</th>
<th>Total</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Violent</td>
<td>117</td>
<td>12.9%</td>
</tr>
<tr>
<td>Property</td>
<td>287</td>
<td>31.7%</td>
</tr>
<tr>
<td>Drug</td>
<td>302</td>
<td>33.4%</td>
</tr>
<tr>
<td>Public Order</td>
<td>157</td>
<td>17.4%</td>
</tr>
<tr>
<td>Other</td>
<td>42</td>
<td>4.6%</td>
</tr>
<tr>
<td><strong>Totals/Percent</strong></td>
<td><strong>905</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>
## FY 2020 Revenue Sources

<table>
<thead>
<tr>
<th>Description</th>
<th>Admin.</th>
<th>PB/PA</th>
<th>Residential</th>
<th>Drug Court</th>
<th>SOP</th>
<th>IDAP</th>
<th>HRU</th>
<th>MH</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>POS Funds</td>
<td>1,504,723.48</td>
<td>3,289,416.62</td>
<td>2,357,496.11</td>
<td>126,795.09</td>
<td>743,963.53</td>
<td>129,219.23</td>
<td>315,328.67</td>
<td>80,886.27</td>
<td>8,547,829.00</td>
</tr>
<tr>
<td>Federal Grants</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>12,923.39</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12,923.39</td>
</tr>
<tr>
<td>Client Fees</td>
<td></td>
<td>795,026.58</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>795,026.58</td>
</tr>
<tr>
<td>Local Income</td>
<td></td>
<td>5,706.27</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,706.77</td>
</tr>
<tr>
<td>Enrollment Fees</td>
<td>431,652.14</td>
<td></td>
<td></td>
<td>12,898.45</td>
<td>1,119.33</td>
<td></td>
<td></td>
<td></td>
<td>445,669.92</td>
</tr>
<tr>
<td>Federal Rent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carry-Over</td>
<td>146,980.97</td>
<td>227,714.24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>374,695.21</td>
</tr>
<tr>
<td>Misc</td>
<td></td>
<td>17,465.14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>17,465.14</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>1,517,646.87</td>
<td>3,873,756.00</td>
<td>3,397,702.07</td>
<td>126,795.09</td>
<td>756,861.98</td>
<td>130,338.56</td>
<td>315,328.67</td>
<td>80,886.27</td>
<td>10,199,315.51</td>
</tr>
</tbody>
</table>
## FY 2020 Expenditures

<table>
<thead>
<tr>
<th>Class</th>
<th>Description</th>
<th>1110</th>
<th>1140</th>
<th>1160</th>
<th>1210</th>
<th>1260</th>
<th>1270</th>
<th>1310</th>
<th>1320</th>
<th>FY17</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Personal Services</td>
<td>1,281,469.89</td>
<td>3,633,847.17</td>
<td>2,549,342.02</td>
<td>108,421.83</td>
<td>742,458.85</td>
<td>129,002.99</td>
<td>299,483.32</td>
<td>74,508.33</td>
<td>8,818,534.40</td>
</tr>
<tr>
<td>202</td>
<td>Personal Travel</td>
<td>10,157.99</td>
<td>10,330.48</td>
<td>4,900.91</td>
<td>1,089.66</td>
<td>362.88</td>
<td>156.26</td>
<td></td>
<td></td>
<td>29,621.82</td>
</tr>
<tr>
<td>203</td>
<td>Vehicle Operations</td>
<td>1,952.79</td>
<td>1,483.57</td>
<td>7,147.33</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>22,550.36</td>
</tr>
<tr>
<td>301</td>
<td>Office Supplies</td>
<td>6,843.86</td>
<td>11,633.28</td>
<td>10,344.71</td>
<td>44.79</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>28,866.64</td>
</tr>
<tr>
<td>302</td>
<td>Bldg. Maintenance Supply</td>
<td>692.16</td>
<td>3,009.68</td>
<td>2,078.43</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,780.27</td>
</tr>
<tr>
<td>304</td>
<td>PROF/SCI Supplies</td>
<td>4,805.69</td>
<td>7,383.94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12,823.63</td>
</tr>
<tr>
<td>306</td>
<td>Housing/SUBS Supplies</td>
<td></td>
<td></td>
<td>42,073.03</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>42,073.03</td>
</tr>
<tr>
<td>308</td>
<td>Other Supplies</td>
<td>498.92</td>
<td></td>
<td>2,923.48</td>
<td>900.40</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,550.80</td>
</tr>
<tr>
<td>311</td>
<td>Food</td>
<td></td>
<td></td>
<td></td>
<td>144,655.63</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>144,655.63</td>
</tr>
<tr>
<td>312</td>
<td>Uniforms</td>
<td></td>
<td></td>
<td></td>
<td>733.20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>933.15</td>
</tr>
<tr>
<td>401</td>
<td>Communications</td>
<td>12,273.96</td>
<td>24,045.00</td>
<td>9,849.63</td>
<td>368.20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>47,969.60</td>
</tr>
<tr>
<td>402</td>
<td>Rentals</td>
<td>38,674.92</td>
<td>111,382.96</td>
<td>33,306.23</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>183,364.11</td>
</tr>
<tr>
<td>403</td>
<td>Utilities</td>
<td></td>
<td></td>
<td>32,921.22</td>
<td>107,143.05</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>140,064.26</td>
</tr>
<tr>
<td>405</td>
<td>Profess/Scientific/Contracts</td>
<td>15,883.67</td>
<td>1,660.52</td>
<td>2,563.51</td>
<td>18,373.26</td>
<td>8,703.00</td>
<td>29.67</td>
<td></td>
<td></td>
<td>6,046.00</td>
</tr>
<tr>
<td>406</td>
<td>Outside Services</td>
<td>7,322.70</td>
<td>5,621.65</td>
<td>12,399.86</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>25,356.21</td>
</tr>
<tr>
<td>408</td>
<td>Advertising</td>
<td></td>
<td></td>
<td></td>
<td>565.22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>565.22</td>
</tr>
<tr>
<td>409</td>
<td>Outside Repairs/Services</td>
<td></td>
<td></td>
<td>1,310.71</td>
<td>40,731.65</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>42,042.36</td>
</tr>
<tr>
<td>414</td>
<td>Reimburse Other Agencies</td>
<td>69,134.88</td>
<td>7,718.10</td>
<td>8,401.90</td>
<td>1,504.68</td>
<td>216.24</td>
<td>527.04</td>
<td>175.68</td>
<td></td>
<td>87,678.52</td>
</tr>
<tr>
<td>416</td>
<td>ITS Reimbursements</td>
<td>24,718.10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>24,718.10</td>
</tr>
<tr>
<td>501</td>
<td>Equipment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>482.00</td>
<td></td>
<td></td>
<td></td>
<td>482.00</td>
</tr>
<tr>
<td>502</td>
<td>Office Equipment</td>
<td>72.69</td>
<td>1,152.25</td>
<td>1,202.44</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2,427.18</td>
</tr>
<tr>
<td>510</td>
<td>Data Processing</td>
<td>27,511.81</td>
<td>21,850.51</td>
<td>17,646.24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>67,248.59</td>
</tr>
<tr>
<td>602</td>
<td>Other Expenses</td>
<td>20,438.73</td>
<td>983.22</td>
<td>44,484.69</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>65,925.03</td>
</tr>
<tr>
<td>901</td>
<td>Plant Improvements</td>
<td></td>
<td></td>
<td></td>
<td>113,985.25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>113,985.25</td>
</tr>
<tr>
<td><strong>Total Budget</strong></td>
<td>1,517,646.87</td>
<td>3,873,756.00</td>
<td>3,049,877.10</td>
<td>126,795.09</td>
<td>756,861.98</td>
<td>130,338.56</td>
<td>315,328.67</td>
<td>80,886.27</td>
<td>9,965,475.79</td>
<td></td>
</tr>
</tbody>
</table>