CCF ANNUAL REPORT FY20

Iowa Department of Corrections
“Creating Opportunities for Safer Communities”

Steve Weis, Warden
Shawn Howard, Deputy Warden
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December 8, 2020

Dear Director Skinner:

Clarinda Correctional Facility has experienced many successes in FY20 thanks in large part to our outstanding and dedicated employees. Through planning, dedicated effort, and hard work, we strive to fulfill the Department mission of “Creating Opportunities for Safer Communities” on a daily basis while managing an active pandemic. The COVID-19 pandemic has certainly presented several challenges for our facility but we have continued to work towards our goals never losing sight of the department’s mission. We have worked extremely hard at maintaining the budget, we continue to emphasize training in relation to Core Correctional Practices, made improvements to our facility for both staff, and incarcerated individuals, expanded our presence in our local community, and continued to develop community partnerships with outside agencies in an effort to improve our re-entry efforts. These success stories as well as many others are highlighted throughout this report.

Sincerely,

Steve Weis
Warden
Clarinda Correctional Facility
2000 N 16th St
Clarinda, IA 51632
712-542-51634
stephen.weis@iowa.gov
CCF Management Team

Associate Warden of Security - Donald Baker
Associate Warden of Treatment - Aaron Sharr
Associate Warden of Administration - Meredith Baker
Nursing Services Director - Debra Murray/Melissa Farnsworth
Plant Operations Manager - Chris Falk
Food Services Director - Shelly Falk
Treatment Services Director - Blythe Larson
Treatment Services Director - Steve Slough
*Warden Stephen Weis

Deputy Warden
Shawn Howard

Associate Warden
of Security
Don Baker

Security Director (AWS)
Corr. Officer
Sr. Corr. Officer (K-9, R&D)
Corr. Sup.
Correctional Bldg. Coord.
1 Admin Law Judge

Nursing Service Director
Debra Murray

Nursing Serv. Director
Registered Nurse
Dentist (PT)
Dental Assistant
Physician

Associate Warden
of Administration
Meredith Baker

Public Serv. Manager 1 (AWA)
IT Specialist 3
IT Support Worker 2
Purchasing Agent 2
Accounting Clerk 2
Storekeeper 3
Receptionist
Purchasing Asst.
Human Resource Tech Asst.

Associate Warden
of Treatment
Aaron Sharr

Correctional Treatment Director (AWT)
Psychologist 3
Activity Specialist 2
Chaplain
Admin Asst. 2
Clerk Specialist
Education — Contract

Treatment Services Director
Sr. Corr Officer (Unit SCOs)
Correctional Counselor

Plant Operations Manager 3
Corr Trades Leader
Electronic Engineer Tech
Power Plant Engineer

Food Service Director 3
Correctional Bldg. Coord.

IDOC Director of Training

Key
* - at will position
The Clarinda Correctional Facility is located in Southwest Iowa. Clarinda is the county seat of Page County, with a population of 5,431 residents. Clarinda is approximately 128 miles from Des Moines, Iowa, 80 miles from Omaha, Nebraska and 129 miles from Kansas City, Missouri. The Clarinda Correctional Facility is one of nine correctional institutions within the state of Iowa.
Clarinda Correctional Facility maintains all of the buildings located on our campus including the former MHI buildings. Some of the areas that are not utilized by the prison are leased to Clarinda Academy and Zion Recovery Services. The Clarinda Academy is a privately operated juvenile facility and Zion Recovery offers both inpatient and outpatient substance abuse treatment to men and women.

Clarinda

Clarinda is a scenic and historic city located in the southwest corner of Iowa in Page County. Clarinda offers various community activities, encourages family living and has a dynamic economy based on agriculture and industry. Clarinda has that small-town vibe with access to a wide variety of goods and services usually only available in a larger city. Founded in 1851, Clarinda is the county seat of Page County. Clarinda has a minor league baseball team; the Clarinda A’s, is home of the Glenn Miller Birthplace, and Goldenrod School/ home of 4-H. Clarinda also has Iowa Western Community College campus, offering a variety of 2-year degree and certificate programs. The population of Clarinda in 2018 was estimated to be 5,376.
**Introduction**

The Clarinda Correctional Facility (CCF) was established in 1980 as an adult male medium-security prison to serve primarily incarcerated individuals who were chemically dependent, intellectually disabled, and mentally ill. Clarinda Correctional Facility accepted its first incarcerated individuals on October 7, 1980 in a building built in 1932 known as *Hope Hall* (previously used as the Mental Health medical facility). It was initially designed to house 120 individuals in five dormitory style living units (2-8 man rooms). The largest unit had a design capacity of 39 and the smallest a capacity of 28. The security of the facility was maintained by a double fence and towers. Hope Hall officially closed in 1996 with the opening of the new Clarinda Correctional Facility. The capacity of this facility is 750 incarcerated individuals. The prison consists of 12 housing units, a disciplinary detention unit, library, gymnasium, canteen, property/clothing area, administration, areas for treatment, education, reception, and a visiting room. On June 30th 2020, CCF housed 929 incarcerated individuals.

In 2000, a new Prison Industries building was added to house H & H Trailer Company. In 2005, CCF opened the “Lodge” (former housing for Mental Health Facility Employees). This minimum housing facility was able to accommodate up to 211 minimum-security level incarcerated individuals. The Lodge was suspended in March 2017 to comply with senate file 130. With the closure of The Lodge, one of the units inside the facility now accommodates incarcerated individuals classified as minimum work-out (MWO). These individuals work outside of the fences in the kitchen, laundry, maintenance, and storeroom and also have the opportunity to work off grounds at the Clarinda Cemetery or Page County Landfill. Some of our off-campus jobs have been suspended due to Covid-19.
Living Units

CCF was designed with a capacity of 750. The count as of the last day of the fiscal year, June 30, 2020 was 1,014. Clarinda Correctional Facility has 3 main pods: North, South and East pod. Each pod has four living units (12 total living units). An officer is assigned to each living unit.

**North Pod**
- North 1 - IPI and General Population  TIP 3
- North 2 - General Population  TIP 3
- North 3 - General Population  TIP 3
- North 4 - General Population  TIP 3

**South Pod**
- South 1 - General Population  TIP 1 and 2
- South 2 - General Population  TIP 1 and 2
- South 3 - General Population  TIP 1 and 2
- South 4 - General Population  TIP 1 and 2

**East Pod**
- East 1 - Administrative Segregation  TIP 4
- East 2 - Minimum Work Out  TIP 3 Mentors
- East 3 - Special Needs  TIP 1 and 3 - TIP 3 Mentors
- East 4 - Special Needs  TIP 1 and 3

**TIP (TRANSITION INCENTIVE PROGRAM) LEVEL SYSTEM**
CCF’s TIP Level System is designed to manage incarcerated individuals. The purpose of the level system is to further develop positive behavior. This is accomplished by providing or limiting institution privileges based on institution expectations in regards to conformity to rules, regulations, program participation, and overall responsible conduct.

**CCF General Population has 4 level systems:**
- TIP Level 1 (Green Lanyard)
- TIP Level 2 (Dark Blue Lanyard)
- TIP Level 3 (Red Lanyard)
- TIP Level 4 (Light Blue Lanyard)

**CCF Special Needs Unit has 2 level systems:**
- TIP Level 1 (Green Lanyard)
- TIP Level 3 (Red Lanyard)
Daily Population For Each Unit On June 30, 2020

North 1-97
North 2-100
North 3-99
North 4-94

South1-0
South 2-101
South 3-101
South 4-101

East 1-41
East 2-88
East 3-44
East 4-55

CCF Resident Stats

- Average Age - 36
- Level of Education - 11.6 grade
- Average Reading Level - 8.3 grade
- Length of Sentence - 19 years, 10 months, 16 days
- Number of Lifers - 19
- Violent Crime - 429 (44%)
- Property Crime - 186 (19%)
- Drug - 187 (19%)
- Average Daily Population - 980.06
### FTE Positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Revised Budget</th>
<th>Actual Revenues &amp; Expenditures</th>
<th>Actual + Encumbrances</th>
<th>Percent (Actual of Budget)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correctional Officer</td>
<td>127.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Staffing</td>
<td>232.63</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Resources Available

<table>
<thead>
<tr>
<th>Resource Description</th>
<th>Revised Budget</th>
<th>Actual Revenues &amp; Expenditures</th>
<th>Actual + Encumbrances</th>
<th>Percent (Actual of Budget)</th>
</tr>
</thead>
<tbody>
<tr>
<td>04B Balance Brought Forward - Drug Forfeiture</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>04B Balance Brought Forward - Local Funds</td>
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<td></td>
</tr>
<tr>
<td>04B Balance Brought Forward - General Fund</td>
<td></td>
<td>84,964.21</td>
<td>84,964.21</td>
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<tr>
<td>05A Appropriation</td>
<td>24,847,950</td>
<td>24,847,950.00</td>
<td>24,847,950.00</td>
<td>100.00%</td>
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<tr>
<td>--- Appropriation Transfer</td>
<td></td>
<td>(70,000.00)</td>
<td>(70,000.00)</td>
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<tr>
<td>--- Legislative Adjustments</td>
<td>284,481</td>
<td>284,481.00</td>
<td>284,481.00</td>
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<tr>
<td>201R Federal Support</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>202R Local Governments</td>
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<td></td>
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<tr>
<td>204R Intra State Receipts</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>205R Reimbursement from Other Agencies</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>234R Transfers - Other Agencies</td>
<td>400</td>
<td>100,840.02</td>
<td>100,840.02</td>
<td>25210.01%</td>
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<tr>
<td>301R Interest</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>401R Fees, Licenses &amp; Permits</td>
<td>73,000</td>
<td>77,275.54</td>
<td>77,275.54</td>
<td>105.86%</td>
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<tr>
<td>401R Enrollment / Supervision Fees</td>
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<tr>
<td>401R Sex Offender Fees</td>
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<tr>
<td>401R IDAP / BEP Fees</td>
<td></td>
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<tr>
<td>401R Other Client / Group Fees</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>402R Tuition &amp; Fees</td>
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<tr>
<td>501R Refunds &amp; Reimbursements</td>
<td>278,000</td>
<td>242,867.48</td>
<td>242,867.48</td>
<td>87.36%</td>
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<tr>
<td>501R State Offender Rent</td>
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<tr>
<td>501R Federal Bed Rent</td>
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<tr>
<td>501R Federal UA Contract Reimbursements</td>
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<tr>
<td>602R Sale of Equipment &amp; Salvage</td>
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<tr>
<td>603R Rents &amp; Leases</td>
<td>735,075</td>
<td>628,447.00</td>
<td>628,447.00</td>
<td>85.49%</td>
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<tr>
<td>604R Agricultural Sales</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>606R Other Sales &amp; Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>701R Unearned Receipts</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>704R Miscellaneous</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Total Resources Available**

| Total Resources Available | 26,218,906.00 | 26,196,825.25 | 26,196,825.25 | 99.92% |

### Funds Expended and Encumbered

<table>
<thead>
<tr>
<th>Expense Description</th>
<th>Revised Budget</th>
<th>Actual Revenues &amp; Expenditures</th>
<th>Actual + Encumbrances</th>
<th>Percent (Actual of Budget)</th>
</tr>
</thead>
<tbody>
<tr>
<td>101 Personal Services-Salaries</td>
<td>21,055,653</td>
<td>20,537,202.95</td>
<td>20,537,202.95</td>
<td>97.54%</td>
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<tr>
<td>202 Personal Travel (In State)</td>
<td>7,900</td>
<td>16,599.54</td>
<td>16,599.54</td>
<td>210.12%</td>
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<tr>
<td>203 State Vehicle Operation</td>
<td>45,000</td>
<td>74,891.77</td>
<td>74,891.77</td>
<td>166.43%</td>
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<tr>
<td>204 Depreciation</td>
<td>50</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>205 Personal Travel (Out of State)</td>
<td>50</td>
<td>1,746.88</td>
<td>1,746.88</td>
<td>3493.76%</td>
</tr>
<tr>
<td>301 Office Supplies</td>
<td>15,000</td>
<td>2,075.21</td>
<td>2,075.21</td>
<td>13.83%</td>
</tr>
<tr>
<td>Item Description</td>
<td>Budget</td>
<td>Actual</td>
<td>Shd. %</td>
<td>Diff %</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>---------</td>
<td>---------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>Facility Maintenance Supplies</td>
<td>200,000</td>
<td>405,579.20</td>
<td>202.79%</td>
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</tr>
<tr>
<td>Equipment Maintenance Supplies</td>
<td>75,000</td>
<td>95,342.13</td>
<td>127.12%</td>
<td></td>
</tr>
<tr>
<td>Professional &amp; Scientific Supplies</td>
<td>66,127</td>
<td>60,138.16</td>
<td>90.94%</td>
<td></td>
</tr>
<tr>
<td>Housing &amp; Subsistence Supplies</td>
<td>250,000</td>
<td>211,516.69</td>
<td>84.61%</td>
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</tr>
<tr>
<td>Ag, Conservation &amp; Horticulture Supply</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Other Supplies</td>
<td>26,101</td>
<td>49,299.31</td>
<td>188.88%</td>
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<tr>
<td>Printing &amp; Binding</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Drugs &amp; Biologicals</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Food</td>
<td>1,665,950</td>
<td>1,629,550.11</td>
<td>97.82%</td>
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<tr>
<td>Uniforms &amp; Related Items</td>
<td>166,700</td>
<td>141,729.99</td>
<td>85.02%</td>
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<tr>
<td>Postage</td>
<td>5,000</td>
<td>(659.90)</td>
<td>-13.20%</td>
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<tr>
<td>Communications</td>
<td>75,000</td>
<td>30,121.27</td>
<td>40.16%</td>
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<tr>
<td>Rentals</td>
<td>1,050</td>
<td>103,184.53</td>
<td>98.27%</td>
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<tr>
<td>Utilities</td>
<td>850,000</td>
<td>824,958.92</td>
<td>97.05%</td>
<td></td>
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<tr>
<td>Professional &amp; Scientific Services</td>
<td>230,100</td>
<td>232,350.46</td>
<td>100.98%</td>
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<tr>
<td>Outside Services</td>
<td>190,550</td>
<td>212,397.86</td>
<td>111.47%</td>
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<tr>
<td>Intra-State Transfers</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Advertising &amp; Publicity</td>
<td>1,000</td>
<td>488.75</td>
<td>48.88%</td>
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<tr>
<td>Outside Repairs/Service</td>
<td>75,299</td>
<td>136,658.40</td>
<td>181.49%</td>
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<tr>
<td>Auditor of State Reimbursements</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Reimbursement to Other Agencies</td>
<td>715,226</td>
<td>560,588.39</td>
<td>78.38%</td>
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<tr>
<td>ITD Reimbursements</td>
<td>145,000</td>
<td>164,974.62</td>
<td>113.78%</td>
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<tr>
<td>Worker’s Compensation</td>
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<tr>
<td>IT Outside Services</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Intra Agency Reimbursement</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Transfers - Auditor of State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Transfers - Other Agencies Services</td>
<td>1,000</td>
<td>19,671.60</td>
<td>1967.16%</td>
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<tr>
<td>Equipment</td>
<td>2,100</td>
<td>83,436.53</td>
<td>3973.17%</td>
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<tr>
<td>Office Equipment</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Equipment - Non-Inventory</td>
<td>10,500</td>
<td>6,370.68</td>
<td>60.67%</td>
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<tr>
<td>IT Equipment</td>
<td>15,000</td>
<td>52,265.22</td>
<td>348.43%</td>
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<tr>
<td>Claims</td>
<td>50</td>
<td>-</td>
<td>0.00%</td>
<td></td>
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<tr>
<td>Other Expense &amp; Obligations</td>
<td>325,000</td>
<td>353,291.62</td>
<td>108.71%</td>
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<tr>
<td>Securities</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Licenses</td>
<td>3,500</td>
<td>2,795.00</td>
<td>79.86%</td>
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<tr>
<td>Fees</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Refunds-Other</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Capitals</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Support Totals</td>
<td>5,163,253.00</td>
<td>5,471,362.94</td>
<td></td>
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<tr>
<td>Total</td>
<td>26,218,906.00</td>
<td>26,008,565.89</td>
<td>99.20%</td>
<td></td>
</tr>
</tbody>
</table>

-
STAFF

- 232 authorized positions in FY20
- 224 staff employed at CCF as of June 30th, 2020
- 6 contract staff in education

Personnel Turnover
- 14 Resignations
- 5 Retirements
- 4 Terminations
- 0 Deaths
- 24 New Hires
- 0 Transfers In
- 0 Layoffs

Leave Hours Taken
- Sick - 24,655.13
- Vacation - 29,787.47
- Holiday/Comp - 4,388.19
- Enforced Leave - 5,421.16
- Total Leave - 64,251.95
Year in Review

Clarinda Correctional Facility embraces the mission of the Iowa Department of Corrections, “Creating Opportunities for Safer Communities.” Although this past year has been extremely challenging and unprecedented, CCF has experienced many successes in FY20 thanks in large part to our outstanding employees, planning, dedicated effort, and hard work. The pandemic has certainly presented several challenges for our facility, but we have continued to work towards our goals and never lost sight of the department's mission. Our staff have had to work long hours, think outside the box, adhere to new security and health protocols, develop new methods and techniques for treatment facilitation and case management, and implement new policies and procedures which have become our "new normal." Although some of these changes have been new and inconvenient at times, our staff have embraced these changes in an effort to keep each other, our families, our community, and our incarcerated population safe and healthy. Through it all, our staff's ability to adapt and overcome has been amazing and truly inspirational. Even with all the difficult challenges the pandemic has created, CCF has worked extremely hard to maintain the budget, make improvements to our facility for both staff and incarcerated individuals, expand our presence in our local community, and continue to develop community partnerships with outside agencies in an effort to improve our re-entry efforts.

Although the pandemic has limited some of the services and classes that we normally offer due to the suspension of all volunteer activities, CCF continues to emphasize re-entry efforts in an attempt to reduce recidivism. CCF believes future employment is a strong indicator of future success so we have focused on expanding vocational training opportunities through our registered apprenticeship program, our education department, and technology. The Second Chance Pell Experiment, originally created in 2015, provides need-based Federal Pell Grants to individuals incarcerated in federal and state prisons. Iowa Central Community College was one of the original institutions to be part of the 2nd Chance Pell Experiment in 2015. In 2019, Iowa Central expanded college services through the 2nd Chance Pell program to CCF. They currently offer an Associate of Arts degree that is delivered on-line to the incarcerated students at CCF. Achieving Change Through Value Based Behavior (ACTV) continues to be our primary treatment program. The program guides participants in behavior change using the principles of ACTV, and includes learning skills such as defining their own personal values, becoming aware of their emotions and thoughts, noticing the consequences of their behavior, and learning new ways to respond to emotions and thoughts.
TREATMENT PROGRAMS

In FY20, there were a variety of treatment programs offered to incarcerated individuals at CCF.

AA (Alcoholics Anonymous) - Afternoon sessions had 10 individuals/week for 52 weeks. Evenings sessions had 18 individuals/week for 52 weeks.

NA (Narcotics Anonymous) - Morning sessions had 10 individuals/week for 52 weeks. Evening sessions had 18 individuals/week for 52 weeks.

Celebrate Recovery - 25 individuals for 52 weeks

Achieving Change Through Value-Based Behavior (ACTV) is the primary treatment program offered at CCF. ACTV is a remedial program that focuses on corrective thinking and evaluating individual values. It is a 12 week program and meets two days per week.

Moral Recognition Therapy (MRT) is a systematic treatment approach that seeks to decrease recidivism by increasing moral reasoning. This treatment program is available to incarcerated individuals classified as Special Needs.

CCF offers a variety of volunteer classes/services including:

- 24/7 Dad's - 12 week parenting class facilitated by volunteer staff from Children and Families of Iowa. CCF generally offers this class to 20 individuals in the fall and the spring.

- Healthy Relationships - 5 hour class offered monthly to approximately 20 incarcerated individuals. Facilitated by volunteer staff from St. Vincent de Paul.

- POETS - 2 hour employment class facilitated by Iowa Workforce Development staff. Class is generally offered bi-monthly.

- National Career Readiness Certificate - 3 separate tests (Math, Reading, and Workplace Documents). This test is generally offered monthly at CCF.

- Welding Simulator Program - (TIP Level 3 and 4) 6-week training program to learn the fundamentals of welding.

- Storybook Program - (TIP Level 3 and 4) The Storybook Project keeps incarcerated parents and their children connected through reading. Once a month, parents and grandparents select one book per child and read to their children through a digital voice recorder with the assistance of staff/volunteer. The stories are burnt onto a CD and mailed, along with the book, to the child.

- Child Support Meetings: Child Support Recovery Staff visit CCF every 3-4 months to facilitate individual meetings with incarcerated individuals.

*All of these classes/activities have been impacted/interrupted by COVID-19.
Registered Apprenticeships

These programs consist of extensive on the job training hours as well as education/classroom instruction. Once individuals successfully complete the required on the job training hours and curriculum hours, they receive a Journeyman certificate from the U.S. Department of Labor. CCF had 52 registered apprentices in FY20; including 11 individuals who successfully completed the program. CCF also recognized all registered apprentices and Journeyman with an appreciation breakfast during National Apprenticeship Week in November. The following apprenticeship programs are available at CCF:

- **Welding** – 3 year program available to welders at H&H
- **Metal Fabrication** – 4 year program available to specific job positions at H&H
- **Landscaping** – 2 year program that incorporates landscaping, horticulture, and bee keeping
- **Materials Coordinator** – 2 year program available to commissary/R&D workers
- **Barber** - 2 year program available to eligible barbers.
Re-Entry

CCF’s Executive Officer I is Adam Maher. He helps all incarcerated individuals who are discharging their sentence or have been granted parole to an Iowa residence apply for Iowa Medicaid prior to their release. Approximately 375 incarcerated individuals applied for Medicaid in FY20. CCF assists eligible individuals over the age of 65 apply for Medicare Part A as well. CCF also assists eligible individuals apply for Social Security Disability or Supplement Security Income.

CCF has developed partnerships with a number of agencies in the community that help CCF’s re-entry efforts. Prior to the suspension of volunteer activities due to COVID-19, Child Support Recovery made quarterly visits to CCF to facilitate individual meetings with those incarcerated individuals who wish to review their case, Bob Brown from United Way visited bi-annually to discuss registered apprenticeships, and Iowa Workforce Development facilitated an employment class called POETS bi-monthly and organized job fairs at CCF. We developed a new partnership with Iowa Department of Transportation in FY20, which allows individuals who are discharging their sentence to obtain an Iowa ID prior to release per their request. In addition to this, CCF also informs all those individuals who are discharging their sentence that that voting rights are automatically restored and provides them with instructions on how to register to vote upon release.
CCF offers private sector employment with H&H Trailers by Novae, who operates a facility within the CCF fences. The company builds commercial trailers. On average, they produce approximately 15 trailers from start to finish each day. This operation has been in production since December 2000. Incarcerated individuals benefit from receiving vocational training, valuable work experience, and apprenticeship programs.
Iowa Code states that if an individual is incarcerated and does not have a High School Diploma or High School Equivalency, he may be required to attend school to work on his High School Equivalency. Likewise, if he does not read at (least) a 6th grade level, he may be required to attend Literacy classes while incarcerated. If an incarcerated individual is determined to need and refuses to participate in Education, it is looked at unfavorably by the Parole Board and may restrict privileges at the facility as deemed appropriate. The goal of our facility and the Department of Corrections is to prepare incarcerated individuals to successfully reenter the community. Criminal history and lack of education can hinder employment opportunities for those returning to their families and communities. The Clarinda Correctional Facility partners with Iowa Western Community College to provide education for the incarcerated individuals at CCF. In addition to HiSET and Literacy classes, the Education Department offers classes in Horticulture/Landscaping (Apprenticeship), Life Skills, and Computer Skills. Green Hills AEA provides Special Education classes for students under 21 who have a current IEP. The Second Chance Pell Experiment, originally created in 2015, provides need-based Federal Pell Grants to individuals incarcerated in federal and state prisons. Iowa Central Community College was one of the original institutions to be part of the 2nd Chance Pell Experiment in 2015. In 2019, Iowa Central expanded college services through the 2nd Chance Pell program to CCF. They currently offer an Associate of Arts degree that is delivered on-line to the incarcerated students at CCF. In FY20, the Education Department had nearly 36,000 hours of contact with students at CCF.

**FY20 Contracted Staff**

3 ½ HiSET/Literacy teachers
1 Special Education teacher
1 Vocational teacher
½ Education Coordinator
1 Office manager

<table>
<thead>
<tr>
<th></th>
<th>Participants</th>
<th>Completions</th>
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<tbody>
<tr>
<td><strong>Hi-SET</strong></td>
<td>195</td>
<td>18*</td>
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<tr>
<td><strong>Literacy</strong></td>
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<td><strong>H.S. Diploma</strong></td>
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<td>1</td>
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<tr>
<td><strong>Life Skills</strong></td>
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<td><strong>Computer</strong></td>
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<td>60**</td>
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<tr>
<td><strong>Horticulture/Landscaping</strong></td>
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<td>12</td>
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<tr>
<td><strong>College</strong></td>
<td>1</td>
<td>4**</td>
</tr>
</tbody>
</table>

*Some students took more than 1 class
**HiSET testing was suspended in April and May due to COVID-19.
CCF has a team of doctors, nurses, and a dentist that provide excellent medical care inside the facility. In addition, we have an optometrist that comes in to provide eye care. When necessary, incarcerated individuals are provided care at the local hospital, or transported to Iowa City for needed care.

<table>
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<tr>
<th>Type</th>
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<tr>
<td>Physician Encounter</td>
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<tr>
<td>Nurse Encounters</td>
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<td>Psychiatric</td>
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<td>X-Rays</td>
<td>1,422</td>
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<tr>
<td>Off-Site Visits</td>
<td>1,310</td>
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Activity staff at CCF ensure that there is meaningful leisure time activities at the facility. CCF has three-activity specialists who cover the gym, library, hobby craft and the yard. CCF offers intramural sports such as: flag football, volleyball, softball, basketball, track and field and soccer. There are weight lifting areas inside the gym as well as in the yards. There is also game tournaments, like chess and movies available for the incarcerated individuals. The recreation department sponsors cookouts and other activities that are a positive and pro-social way for the men to spend their time.

There are four food windows that the Recreation Department is responsible to stock and hire incarcerated individuals to run. The men are able to purchase food items at the windows with their Debitek cards that they load with their own money from their ICON banking accounts. Fundraising is also something that the Recreation Department helps the men participate with. Fundraising is done by selling special items, and the profits are given to the chosen charities. The amounts and the charities that the men raised money for this year are shown to the left. 679 incarcerated individuals participated in various fundraising events in FY20.

- Help Adult Services: $1,070.18
- Girl Scouts: $377.36
- Page County Veterans: $2,018.59
- Special Olympics: $1,560.07
- Total Donations FY20: $5,026.20

CCF Dog Program
Dietary Department

Statistics
- Meal Count: 1,082,628
- Food Cost: $1,450,021
- Food Cost Per Meal: $1.34
- Supply Cost: $36,599
- Supply Cost Per Meal: $.03
- Staff Labor Cost: $831,706
- Incarcerated Individual Labor Cost: $56,295
- Total Labor Cost Per Meal: $.82
- Total Cost: $2,374,621

The total cost spent per meal is $2.18.

The Dietary Department supplies meals to the men that are incarcerated at CCF. The residents of Zion Recovery and the juveniles at the Clarinda Academy are fed as well.

- 3,013.47 meals are prepared and served at CCF on a daily basis. The meals are prepared in a kitchen that is located at the former Clarinda Mental Health Institute. CCF staff and incarcerated individuals that are in the Minimum Work Outs Program prepare the meals in the kitchen and then the meal trays are put in hot and cold food carts and trucked over to the prison. The meals are then served on each unit.
The Maintenance Department completes approximately 500-700 work orders and approximately 50 preventative maintenance tasks per month in addition to maintaining approximately 180 acres CCF grounds, 6 acres of gardens, 1 state cemetery and approximately 1,000,000 square feet of building space.

Major projects completed during FY20 include:

- Installed new hot water heaters at CCF and at the MHI
- Installed new phone system at CCF
- New sidewalk and sitting area at the Victim's Garden
- Installed new chiller at MHI
- Installed new oven at MHI Kitchen
- Constructed new strip-out room at MHI
- Installed updated building management system
CCF Dog Program

CCF has expanded the number of shelters we work with this fiscal year. We currently work with four different shelters with the latest being from Mount Ayr, IA. We continue to also work with the Montgomery County Animal Shelter, People for Paws in Shenandoah and the Southwest Iowa Humane Society in Clarinda. COVID-19 has decreased our numbers slightly, but on average we still keep 6-10 dogs at the facility at one time. We have had approximately 75 dogs this year go through the basic obedience programming. Dogs do not leave the program until they have at least a potential adopter and all have been adopted this year that have left our program.
TRAINING

- 202 training classes offered in FY20
- 889 staff completed various training classes in FY20
- CCF staff completed 4,091 total hours of training in FY20
- CCF staff completed 7,097 hours of E-Learning training in FY20
In September 2019, the Iowa DOC K-9 Units attended the United States Police Canine Association PDI certification in Sioux City, Iowa. This certification tests the handlers and their dogs in the following areas: obedience, agility, evidence search, suspect search and apprehension. There were a total of 37 K-9 units from various law-enforcement agencies. Iowa DOC took 1st place and 2nd place teams.


Big “Congratulations” to “Top Rookie Dog” awardee, CCF’s own K-9 Hugo & his handler Sgt. Jason Gibson! (shown above, 3rd from the right)
CCF’s Staff Events and Communications Committee organizes several events throughout the year to show appreciation for staff. Events organized in FY20 included the following:

- 2nd Annual CCF Glow Run (August 2019)
- State Fair Celebration (August 2019)
- Spirit Day and Walking Tacos (October 2019)
- Ghost Walk (October 2019)
- Lighted Christmas Parade (November 2019)
- Staff Children’s Holiday Party (December 2019)
- 3rd Annual Chili Cook Off (January 2020)
- March Madness Breakfast (March 2020)
- Corrections Week (May 2020)
Friday January 31, 2020 The CCF Staff Events & Communication committee sponsored the 3rd annual Chili Cook Off. This year we had 9 entries. CCF welcomed visitors from IDOC Central Ofc, Page County Sheriff's office and the Clarinda Police Dept. In the end the winner was Adam Maher with his "Smoked Bacon Chili". He narrowly beat out Royce Boltinghouse's "Give It A Minute" chili by one vote.
CCF celebrated Correctional Worker’s Week May 3rd through May 9th. Although it was a little different this year due to Covid-19, the Staff and Communications and Events Committee still organized several events for staff throughout the week, including ice cream, donuts, popcorn and M&M’s, grilled hot dogs, and a $10 gift card for every employee to various local restaurants in an effort to help support local businesses and boost staff moral during the pandemic.
CCF Staff collected numerous food items and monetary donations to donate to the local Food Pantry in FY20.

CCF had several staff members volunteer to hand out candy at the annual “Ghost Walk” held on the walking trail at the Lied Center park in Clarinda in October.

Several staff members also participated in the annual Lighted Christmas parade in November and volunteered their time to host a Christmas party for staff and their families.

CCF once again adopted three local families and donated numerous gifts through a local program called the Christmas Box Project.

CCF staff volunteered their time and helped collect donations for local communities impacted by the spring flooding of 2019. Several staff members also volunteered to provide services to those impacted by the Covid-19 pandemic.