Fifth Judicial District
Department of Correctional Services

BOARD OF DIRECTORS
For the
Fifth Judicial District Department of Correctional Services

Minutes
Wednesday, October 28, 2015

Members in Attendance: Chairperson, Mike King, Vice Chairperson, Tom Hockensmith, Steve Shelley, Linda England, Marvin McCann, Kim E. Chapman, Gary Boswell, Denny Carpenter, Dennis Smith, Aaron Price, Royce Dredge, Jerry Murphy, Dennis Brown, Crystal McIntyre, David Dotts, Teresa Bomhoff, Cheeko Camel

Staff in Attendance: Interim District Director Nancy Robinson, Assistant Director Michelle Dix, Division Manager Steve Dick, Art Rabon Wendy Gehringer, Administrative Assistant, Shelly Silver, AFSCME Chapter Chair,

Visitors: Beth Skinner, DOC, Sally Kreamer, DOC, and Greg Lewis, AFSCME

The meeting of the Board of Directors for the Fifth Judicial District Department of Correctional Services was called to order at 12:07 PM by Board of Directors Chairperson Michael J. King on October 28, 2015 at the Fort Des Moines Men’s Residential Facility, Building 68/70, Thayer Avenue, Jim Hancock Blvd., Des Moines, IA.

Approval of the agenda, Tom Hockensmith moved to approve and Dennis Smith 2nd, motion carried by voice vote.

Approval of the Board meeting minutes from July 22, 2015, Tom Hockensmith made a motion to approve, Steve Shelley 2nd, motion carried by voice vote

Approval of the Executive Board meeting minutes on August 20, 2015, Tom Hockensmith made a motion to approve, Cheeko Camel 2nd, motion carried by voice vote.

Approval of the Executive Board meeting minutes on September 10, 2015, Tom Hockensmith made a motion to approve, Cheeko Camel 2nd, motion carried by voice vote.

Approval of the Executive Board meeting on September 17, 2015, Gary Boswell made a motion to approve, David Dotts 2nd, motion carried by voice vote.

Approval of the Executive Board meeting on October 15, 2015, Tom Hockensmith made a motion to approve, Marvin McCann 2nd, motion carried by voice vote.

Shelly Silver, AFSCME Chapter Chair asked that the Board consider having labor sit in and have a voice on the hiring practices for the District Director position. The Board of Directors will discuss at a later time.

Beth Skinner, DOC presented a Power Point presentation of the SRR Initiative that is going on state wide, it is a 3 million dollar grant over 3 years, and recidivism reduction is their main goal. The five components of work they are focusing on in order to reduce recidivism are, quality assurance, statewide training, prerelease planning and policy, job classification and competencies and CBC/Prison workload.

Mission Statement:
We protect the public, employees, and offenders from victimization, and we seek to help transform offenders into productive and responsible Iowa citizens.

http://FifthDCS.com
Nancy Robinson updated the Board members of the requirements for the Annual Report, the only items that are required some statistical data and the financials. Nancy also asked the Board members for any feedback on what they would like to see in the annual report from their county, any specific statistics they would like to see that are important to the Board members.

Steve Dick presented the budget (see handout) The District has closed out Fiscal Year 2015, which ended on June 30, 2015. Total revenues were at 101% and total expenditures were at 99% which gave us a carry forward into FY2016 of $381,834.00. As of the first quarter of FY2016, revenues collected are at 25% for the year, and we are projecting to collect around 101% of budgeted revenues. We are currently waiting on the funds to come through for the Federal Grants for the months of July, August and September. The District has expended 20% of the budget for the year and is anticipating spending nearly 100% of budgeted expenditures. There has been some savings in the Salaries line of the expenditures, as we have some positions open, but have had a little more overtime at the facilities due to having some of our part-time positions not filled. The District will look to replace a couple of vehicles in the next couple of months. The District will look at our needs for replacing vehicles, computer updates and IT needs, as we move through FY2016. We are estimating an ending fund balance of around $378,829 after reversion of Electronic Monitoring savings.

Steve Dick handed out the State Auditor Report and asked the Board members to file with each Counties Auditor's Office (see handout)

Mike King explained to the full Board of Directors the hiring process so far for the 5th Judicial District Director's position and how they picked the top four candidates. All applications were sent through the Dallas County HR department and then distributed to the Executive Team which then were screened. After the screening process, the Executive team were left with the top four candidates and interviews set up with them. Interviews are set up for November 7, 2015. Dot Faust from DOC will be sitting in on the interviews for guidance if needed. Once a final decision is made, the Executive team will make a recommendation to the full board for consideration in hiring the new District Director.

Steve Shelley asked how the easement project was going and if it was a go, Mike King stated that the contract was signed with all parties and there was nothing in the contracts that would limit us from future expansions.

There was a presentation of a plaque and cake for Sally Kreamer on her years of service with the Fifth Judicial District.

Steve Shelley motioned to adjourn meeting and Kim E. Chapman 2nd motion carried by voice vote.

Meeting adjourned at 1:05 PM.

Respectfully Submitted,

Wendy Gehringer, Administrative Assistant
Fifth Judicial District
Department of Correctional Services

Michael J. King, Chairperson
Board of Directors for the
Fifth Judicial District
Department of Correctional Services

Date