



*Fort Dodge Administration Office*

311 First Avenue South  
Fort Dodge, IA 50501  
Telephone (515) 574-4015  
[www.2nddcs.com](http://www.2nddcs.com)

## NOTICE OF OPEN MEETING

A meeting of the **Board of Directors** of the Second Judicial District Department of Correctional Services has been scheduled as follows:

Date: Friday, December 14, 2018  
Time: 9:30 AM  
Location: Hamilton County Courthouse  
2300 Superior Street  
Webster City IA

We will meet in the basement of the courthouse. The steps to basement or elevators are located inside the front doors.

If the Fair Meadow intersection is under construction, please turn west on Red Bull Division Drive, north on Hospital Drive and east on Fair Meadow Drive to courthouse.

**Inclement Weather** – If the board meeting has to be cancelled due to weather, a message will be left at:

**(515)574-4021**

Please call this number before heading out if the weather is questionable. If the meeting has not been cancelled you will hear the District Director's standard voicemail greeting. If the meeting has been cancelled a notice will be recorded with that information.

**Distribution:**

**Email:** Iowa Department of Corrections: Director Jerry Bartruff, CBC Deputy Director Sally Kreamer, Operations Deputy Director Dan Craig, Fiscal Manager Steve Dick, Director of Research Beth Skinner, Legislative Services Cathy Engel and 2<sup>nd</sup> Judicial District Department of Correctional Services Staff

**Web:** [www.2nddcs.com](http://www.2nddcs.com)



**SECOND JUDICIAL DISTRICT**  
**DEPARTMENT OF CORRECTIONAL SERVICES**

*Public Safety Through Risk Reduction*

**BOARD OF DIRECTORS**  
**A G E N D A**

Friday, December 14, 2018

- I. Call to Order – Introductions**
- II. Formal Approval of Today’s Proposed Agenda**
- III. Requiring Action by the Board**
  - A. Approval of minutes from Board of Directors Meeting 9/28/2018 *(emailed previously)*
  - B. Personnel Policy N 03 Reasonable Accommodations *(emailed with agenda)*
- IV. Director’s Report – Amanda Milligan**
- V. Budget Update – Joel Danielson**
- VI. Board Business**
  - A. Marshalltown Area Office Building Lease
  - B. FY 2019 Table of Organization – midyear revision
  - C. FY 2019 Budget – midyear revision
  - D. Process for 2019 Nominating Committee
- VII. Pending Litigation**
  - A. AFSCME Council 61 vs. Director First Judicial et. al.
- VIII. Other Business/Public Comment/Q&A for Board Members**
- IX. Schedule Next Meeting Date *Suggestion: Friday, March 22, 2019.***
- X. Adjournment**

Your attendance is welcome.

Pattee Yetmar, Secretary to the Board