

*Fort Dodge Administration Office*

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[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, March 22, 2019  
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.

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

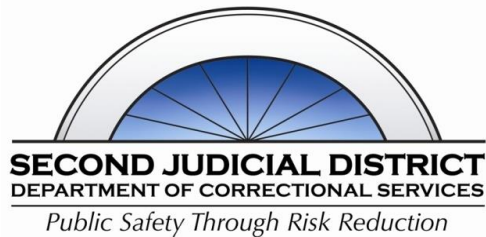
**(515)574-4021**

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: Interim Director Dan Craig, CBC Deputy Director Sally Kreamer, 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)



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

Friday, March 22, 2019

- I. Call to Order – Introductions**
- II. Formal Approval of Today’s Proposed Agenda**
- III. Director’s Report – Amanda Milligan**
  - A. Board of Directors Orientation
  - B. FY 2019 Updates -
  - C. Operations Information – How Community Based Corrections Promotes Community Safety  
Presented by: Joel McAnulty, Assistant Director
  - D. Mason City Office Space – Presented by: Mike McGuire, Probation/Parole Supervisor II
- IV. Budget Update – Joel Danielson**
- V. Board Business**
  - A. Nominating Committee Report, Election of Officers for 2019 – Jerry Tlach
  - B. Executive Committee Report of December 14, 2018 Director’s Performance Evaluation
  - C. Approval of minutes from Board of Directors Meeting 12/14/2018 *(emailed previously)*
  - D. Personnel Policy C 05 Disqualification of Applicants *(emailed with agenda)*
  - E. SOTP 09 Responding to Noncompliance *(emailed with agenda)*
  - F. SOTP 10 Aftercare *(emailed with agenda)*
  - G. SOTP 11 Discharge *(emailed with agenda)*
  - H. Mason City Office Lease Agreement
- VI. Pending Litigation**
  - A. AFSCME Council 61 vs. Director First Judicial et. al.
- VII. Other Business/Public Comment/Q&A for Board Members**
- VIII. Closed Session** *pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.*
- IX. Schedule Next Meeting Date Suggestion: Friday, June 21, 2019.**
- IX. Adjournment**

Your attendance is welcome.

Pattee Yetmar, Secretary to the Board