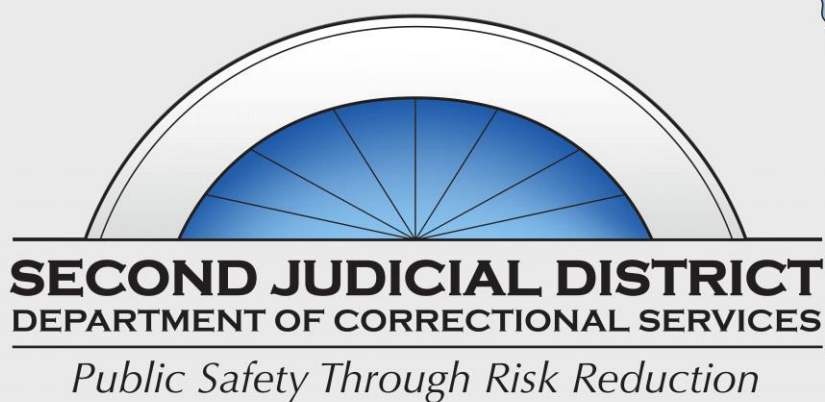


Boone Bremer Butler Calhoun Carroll Cerro Gordo Floyd Franklin Greene Hamilton Hancock  
 Hardin Humboldt Marshall Mitchell Pocahontas Sac Story Winnebago Webster Worth  
 Bremer Butler Calhoun Carroll Greene Floyd Franklin Greene Hamilton  
 Story Winnebago Floyd  
 Boone Franklin Greene  
 Hardin Carroll Sac  
 Boone Mitchell  
 Hardin Sac Floyd  
 Boone Webster  
 Hancock Winnebago  
 Butler Hancock  
 Wright Hamilton Worth  
 Pocahontas Butler  
 Hardin Humboldt  
 Boone Bremer  
 Story Humboldt  
 Winnebago Worth  
 Winnebago Bremer Butler Calhoun Carroll Cerro Gordo Floyd Wright Greene  
 Bremer Calhoun Marshall Carroll Cerro Gordo Floyd Franklin Greene Hamilton  
 Hancock Story Marshall Mitchell Pocahontas Sac Story Winnebago Worth

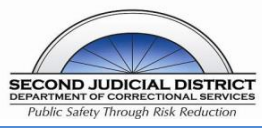


**ANNUAL PROGRAM REPORT**  
**FISCAL YEAR 2017**  
**(JULY 1, 2016 – JUNE 30, 2017)**

**APPROVED BY:**  
**AMANDA MILLIGAN, DIRECTOR**

**905.4 Duties of the board.**

*The district board shall . . . "File with the board of supervisors of each county in the district and with the Iowa Department of Corrections, within ninety days after the close of each fiscal year, a report covering the district board's proceedings and a statement of receipts and expenditures during the preceding fiscal year."*



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## **Vision**

***Iowa Community Corrections is a place where***

- **Every offender makes it and our communities are safe**
- **We invest in partnerships so that all members of the community have hope of succeeding**
- **Individual growth is encouraged and expected, and achievement is recognized**
- **Shared decision-making and team participation demonstrate our mutual respect**
- **Offenders are held accountable**
- **Diversity is our strength**
- **Innovation is valued**
- **We measure our results and do what we know works**

## **Beliefs**

### ***People can change***

There is a potential for individual growth, and everyone has the right to personal success.

### ***In Integrity***

Honesty and objectivity in our decision-making and our dealings with others are essential.

### ***In Accountability***

All of us (staff, offenders and the community) must be accountable for our actions.

### ***In Innovation***

Through creativity and hard work we can make our services more effective and provide them efficiently.

### ***In Teamwork, Respect & Equality***

By respecting and accepting each other as unique and equal individuals, we can work together to achieve our shared goals and make our Vision a reality.

## **Mission**

***Public Safety through Risk Reduction***

## *DISTRICT CODE OF ETHICS*

**As an employee of the 2<sup>nd</sup> Judicial District,  
I recognize that my employment is a symbol of public faith.**

- **I will strive to protect the public and safeguard them from victimization by exercising professional judgment and performing my duties to the best of my ability.**
- **I will not engage in or condone any form of harassment or discrimination.**
- **I will uphold the law with dignity, displaying an awareness of my responsibility to offenders while recognizing the right of the public to be safeguarded from criminal activity.**
- **I will seek to preserve the dignity, rights and worth of all individuals by practicing courtesy, respect and responsiveness.**
- **I will create positive relationships in my office, my community, my district and beyond.**
- **I will maintain confidentiality and appropriate boundaries with staff and the population I serve.**
- **I will be worthy of the trust of other department employees, community stakeholders and the Citizens of Iowa.**

**As a public employee, I will hold true to the Code of Ethics of the  
2<sup>nd</sup> Judicial District Department of Correctional Services**

## *SECOND DISTRICT OVERVIEW / HISTORY*

### **1977-1980**

Senate File 112 instituted Judicial District Departments of Correctional Services through Iowa. A Board of Directors was implemented as governing authority and the first Residential Facilities were opened in Fort Dodge, Ames and Marshalltown. Accreditation was completed in 1980 and offices were established in 3 communities.

### **1981-1990**

During this decade client education programs OWI and sex offender treatment were offered. Curt Forbes Residential Center was built. A programmer/analyst was hired to incorporate data. Risk and needs assessment/case classification was adopted. Corrections took over work release and parole per legislation. The first collective bargaining agreement was negotiated and Administrative accreditation was achieved.

### **1991-2000**

During the 1990's money was received from Legislature to begin relocate Marshalltown Residential Center. The Mason City Residential Center was built and the legislature recommended new construction for the Fort Dodge Residential Center. Low risk offenders were reviewed for early discharge or lower supervision standards. Several other treatment programs began to be offered pertaining to Batterer's Education, Substance Abuse, Cognitive Programming Anger Management and Day Program Center. Second District also led the way to LSI-R risk assessment and participated in decision making for the Iowa Correctional Offender Network (ICON). A psychologist and polygraph examiner were hired for the sex offender program.

### **2001-2005**

Tough budget times necessitated review of high caseloads, staff layoffs and unfilled positions resulting in negatively impacted services and treatment groups. Prison overcrowding became a major issue but was difficult to navigate with dwindling resources in Community Based Corrections. Second District entered into an income offset agreement to collect owed money from offenders through their income tax refunds. Drug Courts were established in Cerro Gordo County. Accreditation was completed on Administration, Personnel, Fiscal, Programming and ICON with very favorable feedback in all areas.

### **2006-2010**

District Director and Assistant Director work with the National Institute of Corrections to develop a Comprehensive Parole Strategy. Prison Rape elimination Act is implemented. Law requires all felons to have DNA samples on record and sex offender risk assessments begin to be implemented. The Fort Dodge Community Corrections Center is built. Prison Re-Entry Initiative becomes a large focus with coordination of transition from prison to community corrections setting. Grant funded family programming begins to be instituted. Budget cuts have resulted in challenging years along with the closure of the Sac City office in 2010.

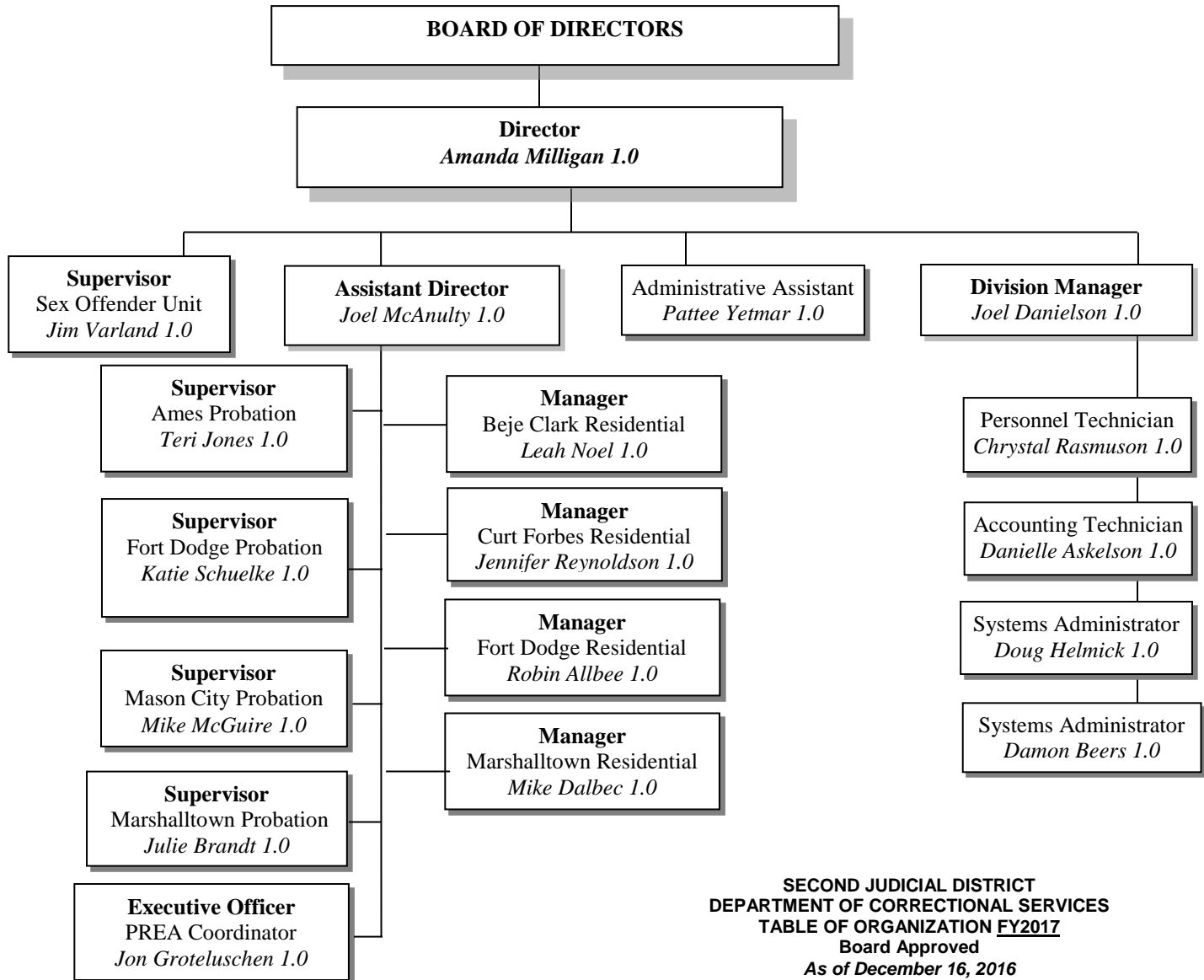
### **2011-Present**

Organizational culture change and completing the strategic planning process have been crucial in implementing positive change. As a Department all were committed to adopting a more participative management approach. Committee work, with wide representation of all work units and staff, continues to be a district wide focus. Reorganization of some county distribution, office coverage and supervisors has occurred upon recommendation of committee work. Blending of residential and field supervision has occurred where Probation/Parole officers supervise both field and residential offenders. Statewide changes have been made to implement new risk assessment tools the Iowa Risk Revised and the DRAOR.

*OFFICE LOCATIONS / TABLES OF ORGANIZATION*



**Ames Administration**  
**509 Main St**  
**Ames, Iowa 50010**  
**(515) 232-1511**



SECOND JUDICIAL DISTRICT  
 DEPARTMENT OF CORRECTIONAL SERVICES  
 TABLE OF ORGANIZATION FY2017  
 Board Approved  
 As of December 16, 2016



**Ames Probation/Parole Office**

**509 Main St  
Ames, Iowa 50010  
(515) 232-1810**

**Ames Probation/Parole Office**

**Supervisor**

*Teri Jones 1.0*

**Probation/Parole Officer 3**

*Jim Cameron 1.0  
Mike Di Blasi 1.0  
Steve Naeve 1.0*

**Secretary**

*Sandy Emery 1.0  
Marlys Wells 1.0*

**Probation/Parole Officer 2**

*Kevin McArthur 1.0  
Carla Evans 1.0  
Kristen Ruppel 1.0  
Janet Olson 1.0  
Kari White 1.0  
VACANT 1.0*



**Curt Forbes Residential Center**

**111 N Sherman  
Ames, Iowa 50010  
(515) 232-3774**

**Curt Forbes Residential Center**

**Manager**

*Jennifer Reynoldson 1.0*

**Probation/Parole Officer 2**

*Bobbie Nelson 1.0  
Kari White 1.0*

**Building Maintenance Coordinator**

*Mike Wolfe .25*

**Residential Officer**

*Doug Ashby 1.0  
Byron Davis .80  
Renaë Dunphy 1.0  
Tom Eaches 1.0  
Dan Lindgren 1.0  
Sarah Morrow 1.0  
Robert Neuendorf 1.0  
Matt Kennis 1.0  
Tina Westphal 1.0  
Annie Wierson .80  
Nathan Von Fumetti .80*



**Fort Dodge Probation/Parole Office**  
**Fort Dodge Residential Center**

**311 1<sup>st</sup> Ave South**  
**Fort Dodge, Iowa 50501**  
**(515) 576-8121 (field office)**  
**(515) 955-6393 (residential center)**

**Fort Dodge Probation/Parole Office**  
**Supervisor**  
***Katie Schuelke 1.0***

**Probation/Parole Officer 3**

*Russ Martin 1.0*  
*Dan Nyren 1.0*  
*Roni Yetmar-Henry 1.0 (Drug Court)*

**Probation Parole Officer 2**

*Tenette Carlson 1.0*  
*Robert Cass 1.0*  
*Julie Cripe .75*  
*Barb Krug 1.0*  
*Maurice Meier 1.0*  
*VACANT 1.0*  
*Terri Valline 1.0*  
*Wayne Meyne 1.0*

**Secretary**

*Brenda Deal 1.0*  
*Christine Lennon 1.0*

**Fort Dodge Residential Center**  
**Manager**  
***Robin Allbee 1.0***

**Residential Officer**

*Brian Busick 1.0*  
*Don Sorensen 1.0*  
*Dianna Ristau 1.0*  
*VACANT .80*  
*Amanda Meyer .80*  
*Richard Meyer 1.0*  
*Dan Vinnece .80*  
*Ken Miller 1.0*  
*Tom Schmit 1.0*  
*Steve St. John 1.0*  
*Kristen Halbur 1.0*

**Probation Parole Officer 2**

*Cathy Davis 1.0*

**Food Service Leader**

*Peggy Allbee 1.0*

**Cook**

*Debra Ebelsheiser .60*

**Building Maintenance Coordinator**

*Clark Jochimsen .60*

**Sex Offender Services**

**Supervisor**

***Jim Varland 1.0***

**Probation/Parole Officer 3**

*Mark Coleman 1.0, Ames*  
*Michael Klobnak 1.0, Ames*  
*Judy Barton 1.0, Fort Dodge*  
*Russ Goebel 1.0, Fort Dodge*  
*Ellen Baker 1.0, Marshalltown*  
*Troy Jones 1.0, Marshalltown*  
*John Scholl 1.0, Mason City*  
*Dave Hawver 1.0, Mason City*

**Psychologist**

*Emily Harbacheck 1.0*  
*Ashley Lappe 1.0*

**Polygrapher**

*Marc Borgman 1.0, Fort Dodge/Mason City*  
*Amy Neisen 1.0, Ames/Marshalltown*





**Marshalltown Probation/Parole Office**

**RM 412, Masonic Temple Building  
Marshalltown, Iowa 50158  
(641) 752-6322**

**Marshalltown Probation/Parole Office**

**Supervisor  
Julie Brandt 1.0**

**Probation/Parole Officer 3**

*Rick Day 1.0  
Don Wolter 1.0*

**Secretary**

*Terri Leavy 1.0  
Jami Knutson 1.0*

**Probation/Parole Officer 2**

*Dave Carrant 1.0  
Tom Larson 1.0  
Emily Eich 1.0  
Dee Norton 1.0  
Judy Imgrund 1.0  
VACANT .75*

**Community Treatment Coordinator**

*Stacey Bochart 1.0  
Michele Gordon 1.0  
Jean Helmers 1.0  
Diana Kellar 1.0  
Renee Ranson 1.0*



**Marshalltown Residential Center**

**1401 South 17<sup>th</sup> Ave  
Marshalltown, Iowa 50158  
(641) 753-5571**

**Marshalltown Residential Center**

**Manager  
Mike Dalbec 1.0**

**Food Service Leader**

*Judy Eirikson 1.0*

**Cook**

*VACANT .20  
Laura Davis .20*

**Building Maintenance Coordinator**

*Brad Wall .25*

**Residential Officer**

*Deborah Mason .80  
Randy Sample 1.0  
Tom Dagit 1.0  
Tabitha Berends-Havens 1.0  
Rick Gonzales 1.0  
Gretchen Jenkins 1.0  
Dave Pille 1.0  
Dawn Pieper 1.0  
James Swope 1.0  
Alfredo Rodriguez .80  
John Ratcliff 1.0*



**Mason City Probation/Parole Office**

**22 North Georgia  
Mason City, Iowa 50402  
(641) 424-0131**

**Mason City Probation/Parole Office**

**Supervisor**

*Mike McGuire 1.0*

**Probation/Parole Officer 3**

*Gretchen Hollander 1.0 (Drug Court)*

*Jan Lewerke 1.0*

*Brian Willrett 1.0*

*Murphy Washington 1.0*

**Secretary**

*Deb Jilek 1.0*

*Diane Borchardt 1.0*

**Probation/Parole Officer 2**

*Kayce Usher-Scott 1.0*

*Thomas Gayther 1.0*

*Darleen Hackman 1.0*

*Dana Hrubetz 1.0*

*Kevin Kozisek 1.0*

*Jane Nelson 1.0*

*Leah O'Neill 1.0*

*Tom O'Neill 1.0*

*Megan Deitrick 1.0*

*Leslie Coe 1.0*



**Beje Clark Residential Center**

**818 15<sup>th</sup> St SW  
Mason City, Iowa 50402  
(641) 424-3817**

**Beje Clark Residential Center**

**Supervisor**

*Leah Noel 1.0*

**Food Service Leader**

*Becky Erdman 1.0*

**Cook**

*Ginger Clausen .20*

*Linda Quakenbush .20*

**Building Maintenance Coordinator**

*John Erdman .25*

**Residential Officer**

*Anthony Hanna 1.0*

*Wanda Berding 1.0*

*Miranda Stearns 1.0*

*Ben Wicks .80*

*Stella Frank 1.0*

*Bridget Harms 1.0*

*Adam Heinrichs 1.0*

*Scott Lovik 1.0*

*Alexandreia Smart 1.0*

*VACANT .80*

*Garry Riedemann .80*

## BOARD OF DIRECTORS - 2017

Member and Address	Phone Number	Member and Address	Phone Number
Ken Abrams Worth County Supervisor 1000 Central Avenue Northwood 50459	641-324-3630	Mark Kuhn Floyd County Supervisor 101 S Main St Ste 302 Charles City 50616	641-257-6129
Neil Bock Carroll County Supervisor 114 E 6 <sup>th</sup> St Carroll 51401	712-792-9802	Teresa Larson-White Advisory Delegate Fort Dodge 50501	515-573-2193
Mick Burkett Greene County Supervisor 114 N Chestnut St Jefferson 50129	515-386-5680	Carl Mattes Humboldt County Supervisor 203 Main St, PO Box 100 Dakota City 50529	515-332-1571
Dan Campidilli Hamilton County Supervisor 2300 Superior St, Ste 3 Webster City 50595	515-832-8567	Renee McClellan Hardin County Supervisor 1215 Edgington Ave Ste 1 Eldora 50627	641-939-8222
Marty Chitty Story County Supervisor 900-6th St Nevada 50201	515-382-7202	Gary McVicker Franklin County Supervisor PO Box 26 Hampton 50441	641-456-5622
Michelle De La Riva Advisory Delegate 1619 S High Ave Ames 50010	515-576-7261	Tina Meth-Farrington Judicial Delegate Rockwell City 50579	712-297-7829
Steve Duffy Boone County Supervisor 201 State St Boone 50036	515-433-0500	Tim Neil Bremer County Supervisor 415 E Bremer Ave Waverly 50677	319-352-0130
Rusty Eddy Butler County Supervisor PO Box 325 Allison 50602	319-267-2670	Bill Patten Marshall County Supervisor 1 E Main St Marshalltown 50158	641-754-6330
Mark Feustel Advisory Delegate Mason City 50401	None	JoAnn Peters Pocahontas County Supervisor 99 Court Square Ste 7 Pocahontas 50574	712-335-3361
Paul Fitzgerald Judicial Delegate Nevada 50201	515-382-6566	Rick Rasmussen Wright County Supervisor PO Box 147 Clarion 50525	515-532-2771
Janelle Groteluschen Judicial Delegate Fort Dodge 50501	None	Bob Thode Webster County Supervisor 701 Central Ave Fort Dodge 50501	515-573-7175
Thetia Hall-Polking Judicial Delegate Carroll 51401	712-792-5666	Jerry Tlach Hancock County Supervisor 855 State St, PO Box 70 Garner 50438	641-923-3421
Rick Hecht Sac County Supervisor 100 NW State St Sac City 50583	712-662-7401	Mike Tupper Advisory Delegate Marshalltown 50158	641-754-5771
Scott Jacobs Calhoun County Supervisor 416 4 <sup>th</sup> St Ste 1 Rockwell City 50579	712-297-7741	Stan Walk Mitchell County Supervisor 212 South 5 <sup>th</sup> St Osage 50461	641-832-3942
Bill Jensvold Winneshago County Supervisor 126 S Clark St Forest City 50436	641-585-3412	Chris Watts Cerro Gordo County Supervisor 220 N Washington Ave Mason City 50401	641-421-3021

## COMMITTEES OF THE BOARD OF DIRECTORS

### Nominating Committee for 2016

Neil Bock	Chairperson
Scott Jacobs	
Ken Abrams	
JoAnn Peters	
Paul Toot	

### Executive Committee – Calendar Year 2016

Neil Bock	Chairperson
Rick Hecht	Vice Chairperson/County Supervisor Delegate
Mike Ryan	Advisory Committee Delegate
Janelle Groteluschen	Judicial Committee Delegate
Tim Neil	County Supervisor Delegate

### Nominating Committee for 2017

Neil Bock	Chairperson
JoAnn Peters	
Scott Jacobs	
Ken Abrams	
Jerry Tlach	

### Executive Committee – Calendar Year 2017

Neil Bock	Chairperson
JoAnn Peters	Vice Chairperson/County Supervisor Delegate
Janelle Groteluschen	Judicial Committee Delegate
Mark Feustel	Advisory Committee Delegate
Tim Neil	County Supervisor Delegate

## MEETINGS OF THE BOARD OF DIRECTORS

September 23, 2016	Hamilton County Social Services, Webster City
December 16, 2016	Hamilton County Social Services, Webster City
March 17, 2017	Hamilton County Social Services, Webster City
June 23, 2017	Hamilton County Social Services, Webster City

# SUMMARY OF BOARD PROCEEDINGS

## FISCAL 2017

### (JULY 1, 2016 – JUNE 30, 2017)

The Board received information or took action on the following at the **September 23, 2016** meeting:

- Approved proposed agenda
- Approved minutes of previous meeting
- Approved policy edits of Personnel policies
- Received Budget Update
- Director's Report: Purchase of Service agreement, changes to Table of Organization, Marshalltown Community Corrections Preliminary Plans, Operations Information - Security Threat Groups
- Approval of Purchase of Service DOC contract extension to 6/30/2017
- Approval of Marshalltown Community Corrections Center preliminary planning process
- Approval of Inter-governmental Agreement with Federal Bureau of Prisons modification
- Approval of Drug Court Discretionary Grant Program
- Pending Litigations: Montgomery case summary judgment upheld; a rehearing request by Montgomery lawyers was denied. Lovik et al – Molly Weber from AG's office will represent the Department. Trial date has been set for July 25, 2017 in Mason City.
- No Public Comment – Reminder: Executive Committee will meet following meeting
- Next meeting date – Friday, December 16, 2016

The Board received information or took action on the following at the **December 16, 2016** meeting:

- Approved amended agenda
- Received Comments from Jerry Bartruff, Director of the Department of Corrections
- Approved minutes of previous meeting
- Approved Table of Organization
- Approved policy edits of Personnel policies and Offender Services policy
- Received Budget Update
- Director's Report: Annual Report highlights, FY17 Updates and Informational - Story of Success
- Executive Committee Report on Director's Performance Evaluation
- Acknowledgment of Executive Committee Report on Director's Performance Evaluation
- Approval of Mental Health Services for Drug Court Contract with Community and Family Resources
- Approval of Corporate Banking Resolution
- Discussed appointing Nominating Committee – the following volunteered for 2017 Nominating Committee: Scott Jacobs, JoAnn Peters, Jerry Tlach and Ken Abrams pending all will be seated in January
- Discussion on Administrative Order of gun safety in courthouses in Second Judicial District
- Pending Litigations: Lovik, et al – court date July 25, 2017 in Mason City.
- No Public Comment
- Next meeting date – Friday, March 17, 2017

The Board received information or took action on the following at the **March 17, 2017** meeting:

- Approved proposed agenda
- Approved minutes of previous meeting
- Received Budget Update
- Director's Report: Board Orientation, FY17 Updates on PREA, Accreditation, Senate File 130, House File 291, AFSCME contract negotiations. Informational - How Community Corrections promotes community safety
- Nominating Committee Report on Election of Officers
- Approval of Nominating Committee nominations
- Pending Litigations: Lovik, et al – depositions next month and trial date in July.
- Other business/Public Comment/Q&A for Board Members – none
- Next meeting date – Friday, June 23, 2017

The Board received information or took action on the following at the **June 23, 2017** meeting:

- Approved proposed agenda
- Approved minutes of previous meeting
- Approved Personnel policy edits, deletions and new policies
- Received Budget Update
- Director's Report: Brief overview of Personnel Classification Manual; FY17 and FY18 Updates
- Approval of FY18 Budget
- Approval of FY18 Table of Organization
- Approval of Purchase of Service Contract with Department of Corrections
- Approval of MOU with DAS
- Approval of Iowa Attorney General's Office contract for legal services
- Approval of OWI Service Contracts with Prairie Ridge, SATUCI and CFR
- Approval of Cerro Gordo County Drug Court contract with Prairie Ridge Addiction Treatment Services
- Approval of Webster County Drug Court contract with Community & Family Resources
- Approval of MOU with Community & Family Resources for office space in Fort Dodge
- Approval of Webster County and Cerro Gordo County Drug Court contract with the State Public Defender's Office
- Approval of PREA MOU with ACCESS AND CIS
- Pending litigation: Lovik, et al – depositions were given in spring. Our attorney has filed for summary of judgment on the case and we have a phone hearing on June 30. Trial is set for July 25; however, a plaintiff is planning to be away so a request has been made to postpone to the fall.
- Other business/Public Comment/Q & A for Board Members – Board Chair requested input on using Survey Monkey for Director's Performance Evaluation
- Next meeting date – Friday, September 29, 2017

## *EXECUTIVE COMMITTEE PROCEEDINGS*

### **Meetings and Actions**

Sept 23, 2016      Purpose of meeting – Director's performance evaluation

## ADVISORY COMMITTEES

### Ames Area

#### Members

Michelle De La Riva, (Delegate to the Board of Directors) - Ames 50010  
Bob Rod, (Alternate to the Board of Directors) - Ames 50010  
Sherry Bradley - Ames 50010  
Toby Sebring - Boone 50036  
Staci Shugar - Ames 50010  
Bill Skare - Boone 50036

### Marshalltown Area

#### Members

Mike Tupper, (Delegate to the Board of Directors) - Marshalltown 50158  
Mike Croker, (Alternate to the Board of Directors) - Marshalltown 50158  
Jill Eaton - Marshalltown 50158  
Barbara Mathews - Marshalltown 50158

### Fort Dodge Area

#### Members

Teresa Larson-White, (Delegate to the Board of Directors) - Fort Dodge 50501  
Ryan Baldrige, (Alternate to the Board of Directors) - Fort Dodge 50501  
Tiffany Dorsey – Fort Dodge 50501  
Roger Porter - Fort Dodge 50501  
Sherry Washington - Fort Dodge 50501

### Mason City Area

#### Members

Mark Feustel, (Delegate to the Board of Directors) - Mason City 50401  
Candy Stricker, (Alternate to the Board of Directors) - Mason City 50401  
Jay Hansen - Mason City 50401  
Kevin Pals - Mason City 50401  
Betty McCarthy - Osage 50461

# FINANCIAL STATEMENTS

## SECOND JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES

### Statement of Revenues, Expenditures and Changes in Fund Balances – General Fund

Actual and Budget

Year Ended June 30, 2017

	<u>REVISED ** BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>Revenues by Source:</b>			
State Purchase of Service (POS)	11,500,661	11,500,661	-
State Appropriation Transfer – DOC Operations	50,000	50,000	-
State Legislative De-Appropriation	(116,922)	(116,922)	-
Residential Client Fees	1,160,299	1,164,427	4,128
Enrollment Fees	378,489	413,929	35,440
Other Client/Group Fees	161,901	170,420	8,520
Interest Earned	3,624	5,847	2,223
Federal BOP Inmate Reimbursement	605,879	633,765	27,886
Federal Urinalysis Contract Reimbursement	53,190	68,988	15,798
Federal Pass-Thru Grant	9,236	6,289	(2,947)
Miscellaneous	45,728	69,548	23,820
Prior Year Carryover	939,121	-	
<b>Total Revenues Available for Expenditures</b>	<u>\$ 14,791,206</u>	<u>\$ 13,966,952</u>	<u>\$ 114,867</u>
<b>Expenditures by Account Category:</b>			
Personal Services	12,940,449	12,692,341	248,108
Travel & Subsistence	154,232	96,868	57,364
Supplies	405,355	332,126	73,229
Contractual Services	869,005	812,914	56,091
Equipment & Repairs	247,267	169,568	77,699
Claims & Miscellaneous	-	-	-
Licenses, Permits & Refunds	-	-	-
State Aid	-	-	-
Plant Improvement	10,000	8,658	1,342
<b>Total Expenditures</b>	<u>\$ 14,626,308</u>	<u>\$ 14,112,473</u>	<u>\$ 513,835</u>
<b>Revenues Over (Under) Expenditures</b>	<u>\$ 164,898</u>	<u>(\$ 145,521)</u>	
<b>Fund Balance Beginning of Year – Local</b>		\$ 939,121	
<b>Revenues Over (Under) Expenditures including Local Carry Forward Balance</b>		(145,521)	
<b>Less: Government Funds Transfer</b>		-	
<b>Fund Balance End of Year</b>		<u>\$ 793,600</u>	

**\*\* Original FY 2017 Budget was revised in September/October 2016 with Actual Carry Forward following Closeout of Fiscal Year 2016. This FY 2017 Budget was revised again in January/February 2017 due to a Legislative De-Appropriation.**



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

**Comparison of Revenues and Expenditures - General Fund  
Most Recent Four Fiscal Years**

	Year Ended 2017	Year Ended 2016	From FY16 to FY17		Year Ended 2015	Year Ended 2014
			Dollar Change	% Change		
<b>Revenues by Source:</b>						
State POS & Other Appropriations	\$ 11,433,739	\$ 11,500,661	\$ (66,922)	-0.58%	\$ 11,500,661	\$ 10,962,969
Intra-State Transfers	-	-	-		-	-
Residential Client Fees	1,164,427	1,262,389	(97,962)	-7.76%	1,144,088	1,070,675
Enrollment Fees	413,929	379,701	34,228	9.01%	392,093	432,116
Other Client/Group Fees	170,420	194,020	(23,600)	-12.16%	166,591	158,321
Interest Earned	5,847	10,368	(4,521)	-43.61%	5,239	3,883
Federal BOP Inmate Reimbursement	633,765	756,578	(122,813)	-16.23%	636,446	590,791
Federal Urinalysis Contract						
Reimbursement	68,988	61,226	7,762	12.68%	46,812	36,741
Federal Pass-Thru Grants	6,289	2,077	4,212	202.79%	-	-
Miscellaneous	69,548	106,460	(36,912)	-34.67%	60,374	47,921
<b>Total Revenues</b>	<b>\$ 13,966,952</b>	<b>\$ 14,273,480</b>	<b>\$ (306,528)</b>		<b>\$ 13,952,304</b>	<b>\$ 13,303,417</b>
<b>Expenditures by Account Class:</b>						
Personal Services	\$ 12,692,341	\$ 12,128,535	\$ 563,806	4.65%	\$ 12,206,498	\$ 11,742,767
Travel/Training	77,293	103,228	(25,935)	-25.12%	133,682	132,192
Vehicle Operation	19,575	14,904	4,671	31.34%	13,280	8,371
Out-of-State Travel/Training	-	6,428	(6,428)	-100.00%	8,606	1,627
Office Supplies	23,494	42,512	(19,018)	-44.74%	30,353	32,965
Building Maintenance Supplies	1,548	4,464	(2,916)	-65.32%	3,245	3,525
Professional/Scientific Supplies	41,904	81,598	(39,694)	-48.65%	40,110	58,893
Housekeeping/Subsistence Supplies	35,146	128,458	(93,312)	-72.64%	73,774	72,382
Other Supplies	2,861	2,426	435	17.93%	3,519	1,756
Food	227,173	260,278	(33,105)	-12.72%	247,053	252,477
Communications	102,559	99,538	3,021	3.04%	99,713	87,515
Rentals	203,661	201,362	2,299	1.14%	198,592	194,199
Utilities	141,951	142,204	(253)	-0.18%	139,648	139,545
Professional/Scientific Services	195,661	216,318	(20,657)	-9.55%	168,362	47,155
Outside Services	20,166	24,712	(4,546)	-18.40%	19,634	18,683
Intra-State Transfers	-	-	-		55,000	
Advertising/Publicity	1,590	4,185	(2,595)	-62.01%	5,307	2,522
Outside Repairs/Services	95,658	72,148	23,510	32.59%	100,274	61,407
Reimbursements to Other Agencies	50,978	75,844	(24,866)	-32.79%	55,954	33,253
ITS Reimbursements	51,908	51,586	322	0.62%	51,880	53,292
Workers Compensation						13,133
Residential Equipment over \$500	10,139	72,005	(61,866)	-85.92%	18,680	22,477
Office Equipment over \$500	-	4,873	(4,873)	-100.00%	1,419	
Equipment under \$500	14,203	6,192	8,011	129.38%	8,496	25,114
Data Processing, Inventory	13,539	55,226	(41,687)	-75.48%	26,249	13,097
Data Processing, Non-Inventory	36,029	35,505	524	1.48%	27,684	16,679
Other Expenditures/Obligations	44,438	36,526	7,912	21.66%	39,597	41,217
Capitals	8,658	82,566	(73,908)	-89.51%	17,901	7,912
<b>Total Expenditures</b>	<b>\$ 14,112,473</b>	<b>\$ 13,953,621</b>	<b>\$ 158,852</b>		<b>\$ 13,794,510</b>	<b>\$ 13,084,155</b>
<b>Revenues by Funding Source:</b>						
State Funds	\$ 11,433,739	\$ 11,500,661			\$ 11,500,661	\$ 10,962,969
Local Funds	2,533,213	2,772,819			2,451,643	2,340,448
<b>Total Revenues</b>	<b>\$ 13,966,952</b>	<b>\$ 14,273,480</b>			<b>\$ 13,952,304</b>	<b>\$ 13,303,417</b>
<b>Expenditures by Major Class Type:</b>						
Personal Services	\$ 12,692,341	\$ 12,128,535			\$ 12,206,498	\$ 11,742,767
Operating Expenses	1,420,132	1,825,086			1,533,012	1,341,388
Intra-State Transfers					55,000	
<b>Total Expenditures</b>	<b>\$ 14,112,473</b>	<b>\$ 13,953,621</b>			<b>\$ 13,794,510</b>	<b>\$ 13,084,155</b>

**SECOND JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES**  
**Expenditures by Account Class and Program – General Fund**  
**Year Ended June 30, 2017**

ACCOUNT CLASS	PROGRAM										TOTAL ACTUAL
	ADMIN.	PREA *	PSI **	FIELD SERVICES	RESIDENTIAL	DRUG COURTS	SPECIAL SERVICES	SEX OFFENDER	IDAP ***	INTENSIVE SUPERVISION	
Personal Services	\$810,616	\$23,200	\$456,245	\$3,345,016	\$4,433,069	\$246,615	\$445,822	\$1,451,334	\$177,236	\$1,303,187	\$12,692,340
Travel/Training	10,198	141	2,023	26,707	7,527	103	5,640	13,953	2,839	8,162	77,293
Vehicle Operation	213	-	26	8,926	10,187	13	39	85	13	72	19,574
Out of State Travel/Trng.	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	5,028	7	75	10,777	5,988	53	749	574	37	205	23,493
Building Maintenance											
Supplies	-	-	-	1,285	263	-	-	-	-	-	1,548
Professional/Scientific											
Supplies	33	-	-	23,124	12,911	-	1,379	4,456	-	-	41,903
Housekeeping/											
Subsistence Supplies	-	-	-	-	35,146	-	-	-	-	-	35,146
Other Supplies	4	-	-	41	1,077	739	563	162	276	-	2,862
Food	-	-	-	-	227,173	-	-	-	-	-	227,173
Communications	8,597	-	655	36,722	36,402	1,299	1,002	10,840	-	7,042	102,559
Rentals	42,421	-	-	151,360	9,731	-	-	150	-	-	203,662
Utilities	-	-	-	16,967	124,984	-	-	-	-	-	141,951
Professional/Scientific											
Services	3,751	-	181	4,828	21,342	164,242	30	246	787	254	195,661
Outside Services	265	-	-	3,436	16,465	-	-	-	-	-	20,166
Advertising/Publicity	223	-	-	262	1,106	-	-	-	-	-	1,591
Outside Repairs/Services	827	-	-	8,387	86,444	-	-	-	-	-	95,658
Reimbursements to											
Other Agencies	2,710	-	1,332	12,740	23,146	682	1,653	4,312	680	3,724	50,979
ITS Reimbursements	10,261	79	370	29,994	8,248	206	466	1,179	82	1,024	51,909
Residential Equipment											
Over \$500	-	-	-	-	10,139	-	-	-	-	-	10,139
Office Equipment											
Over \$500	-	-	-	-	-	-	-	-	-	-	-
Equipment Under \$500	610	-	41	2,168	10,518	-	-	866	-	-	14,203
Data Processing,											
Inventory	13,399	-	-	-	140	-	-	-	-	-	13,539
Data Processing,											
Non- Inventory	11,154	-	670	10,446	10,387	-	1,173	2,199	-	-	36,029
Other Expenditures	1,335	-	-	8,928	33,841	-	-	333	-	-	44,437
Capitals	-	-	-	-	8,658	-	-	-	-	-	8,658
<b>TOTALS</b>	<b>\$ 921,645</b>	<b>\$ 23,427</b>	<b>\$ 461,618</b>	<b>\$3,702,114</b>	<b>\$5,134,892</b>	<b>\$ 413,952</b>	<b>\$ 458,516</b>	<b>\$1,490,689</b>	<b>\$ 181,950</b>	<b>\$1,323,670</b>	<b>\$14,112,473</b>

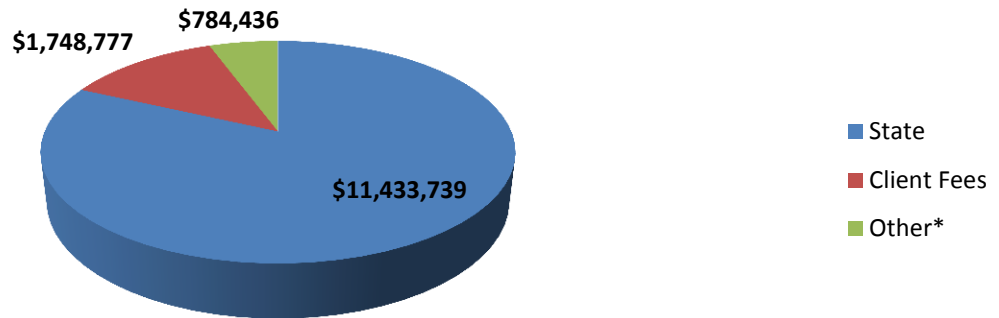
\* PREA (Prison Rape Elimination Act)

\*\* PSI (Pre-Sentence Investigations)

\*\*\* IDAP (Iowa Domestic Abuse Program)



## Actual Revenues by Source FY2017



*\*Other includes Interest, Federal contract*

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

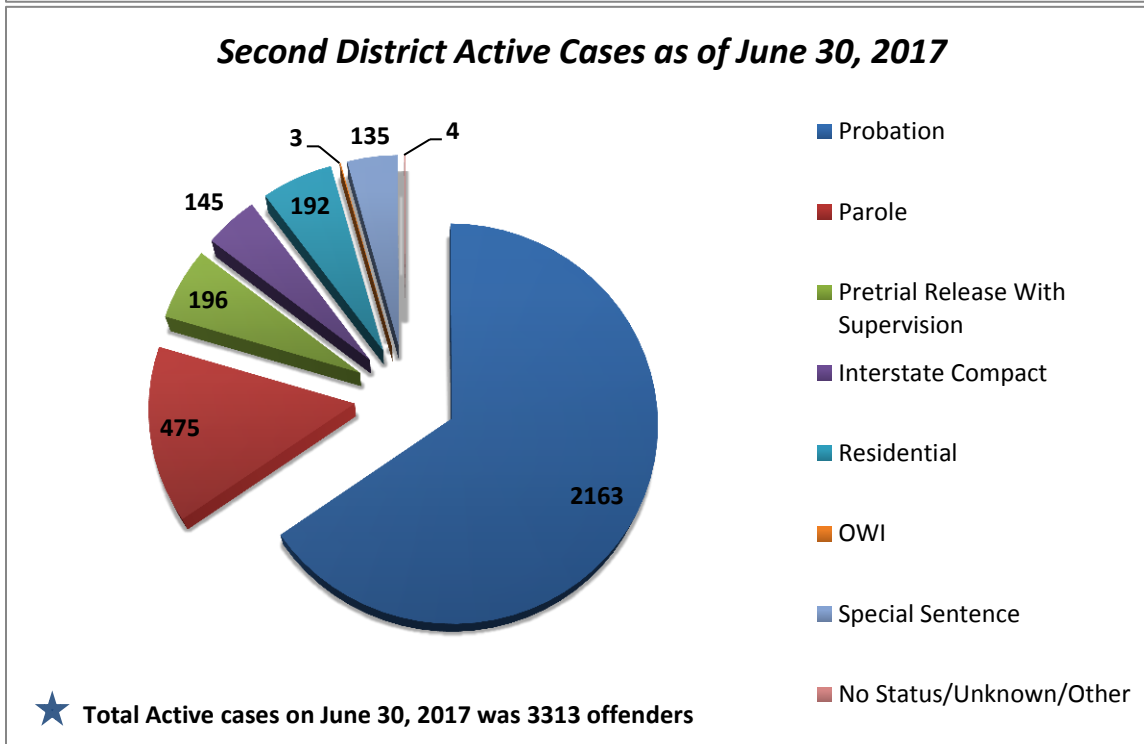
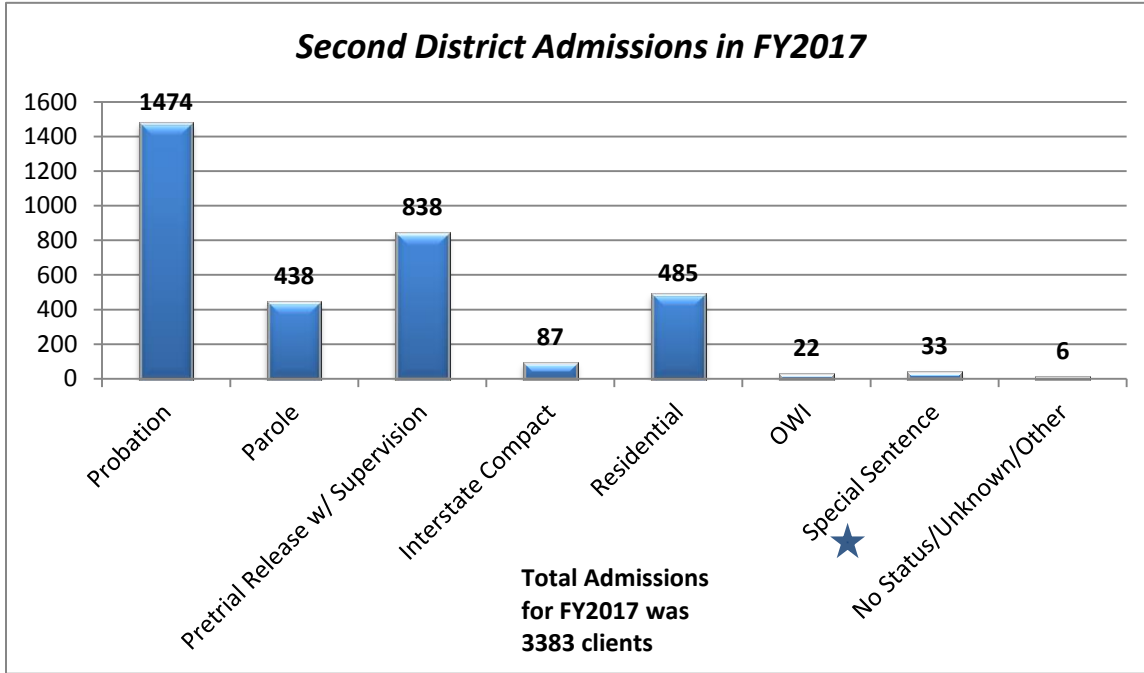
**Year Ended June 30, 2017**

### AVERAGE DAILY COSTS

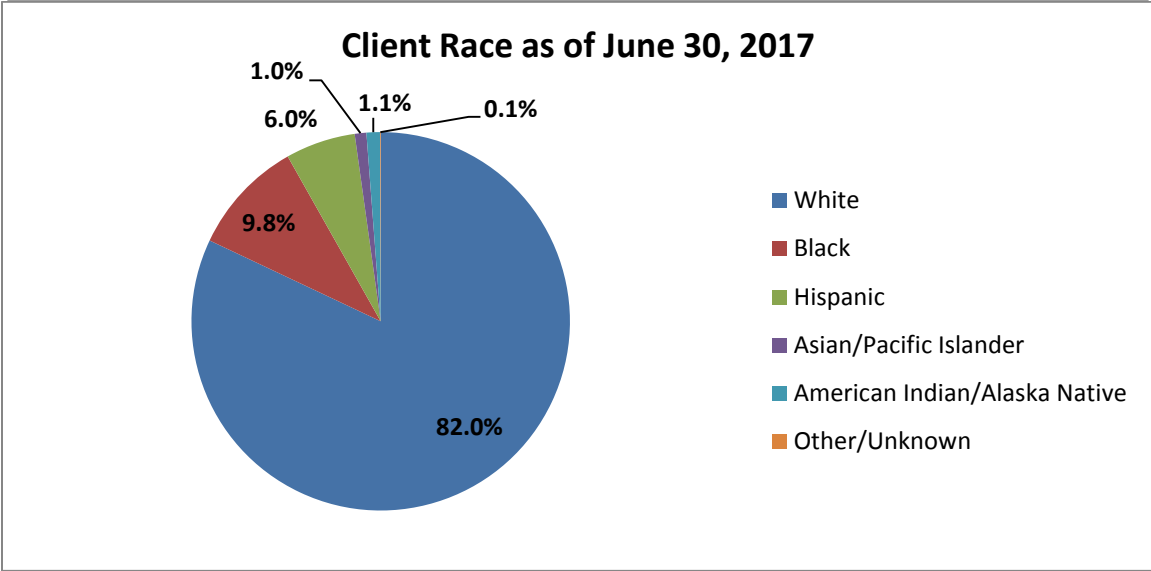
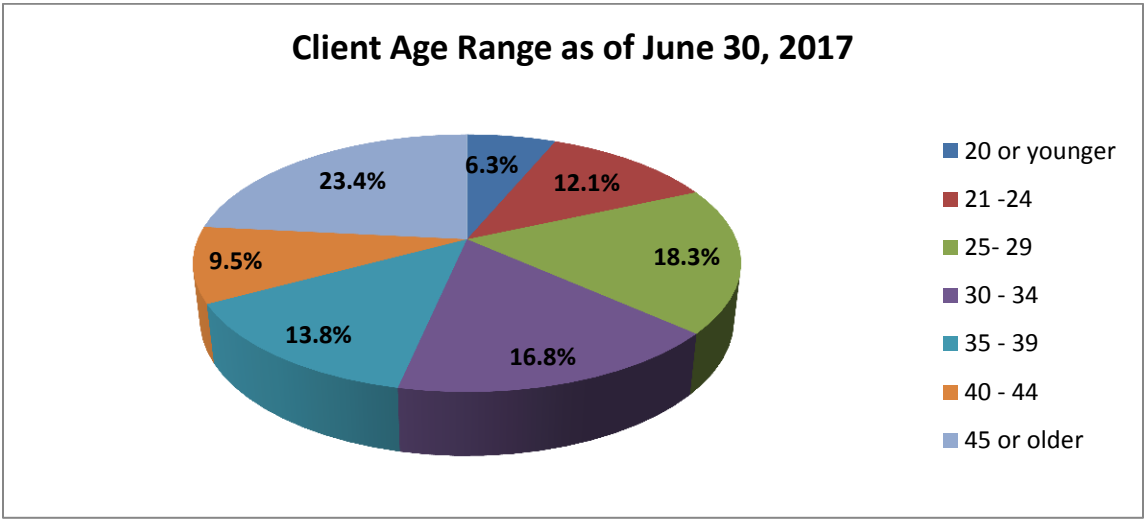
Standard Probation/Parole Supervision	\$5.42
Pre-Trial Release with Supervision	\$1.00
Intensive Sex Offender Supervision and Treatment	\$13.30
Domestic Abuse Program	\$0.81
Drug Court	\$32.40
Average Daily Cost per Residential Facility	\$72.37
Pre-Sentence Investigations	\$579.19

# PROGRAM OPERATIONS

The statistical data contained in this report was compiled from the Iowa Correctional Offender Network (ICON), which was first implemented on August 1, 2000. Statistics for Field Services (Pretrial Release with Services, Probation, Parole, Interstate Compact) and Residential Services do not count offenders who were pending legal action (i.e. offenders who absconded/escaped), nor does it include offenders whose supervision was transferred out of the District.

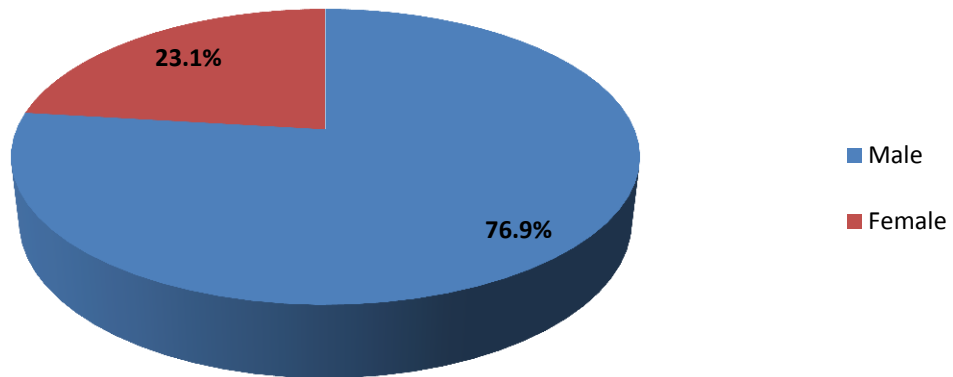


# CLIENT DEMOGRAPHICS

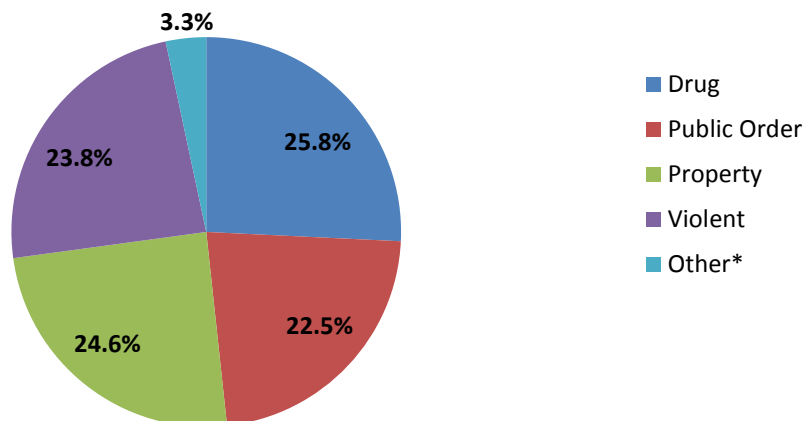


## CLIENT DEMOGRAPHICS - CONTINUED

Client Gender as of June 30, 2017

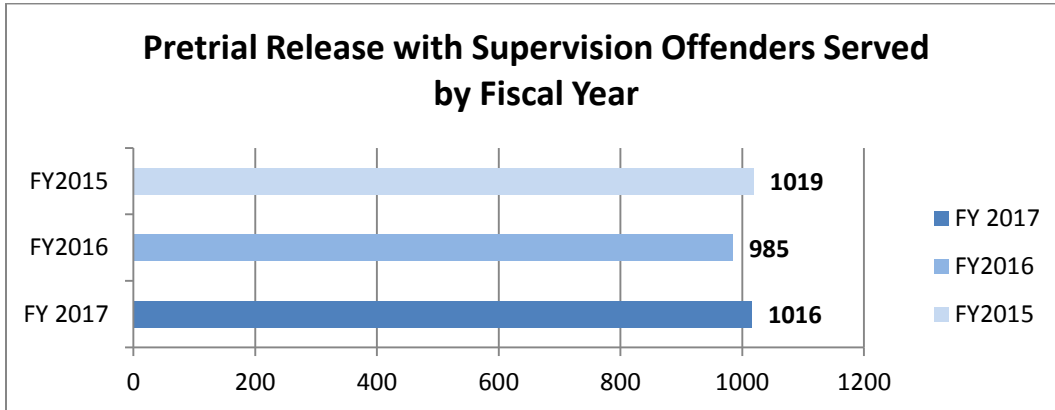


Client Offense Type as of June 30, 2017



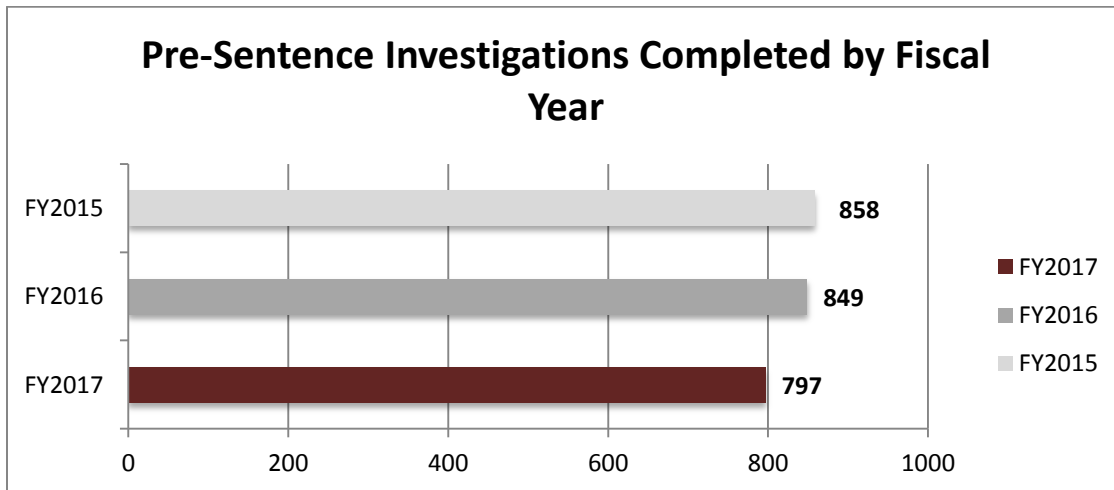
## PRETRIAL RELEASE WITH SUPERVISION

**Pretrial Release with Supervision** refers to defendants who are released under the supervision of the Department while awaiting trial, rather than being released on their own recognizance or held in jail on bond. Defendants are supervised by Probation/Parole Officers, who monitor the defendant's whereabouts and activities within the community. Due to their pre-conviction status, treatment programming is offered to defendants on a voluntary basis, unless ordered by the Court.



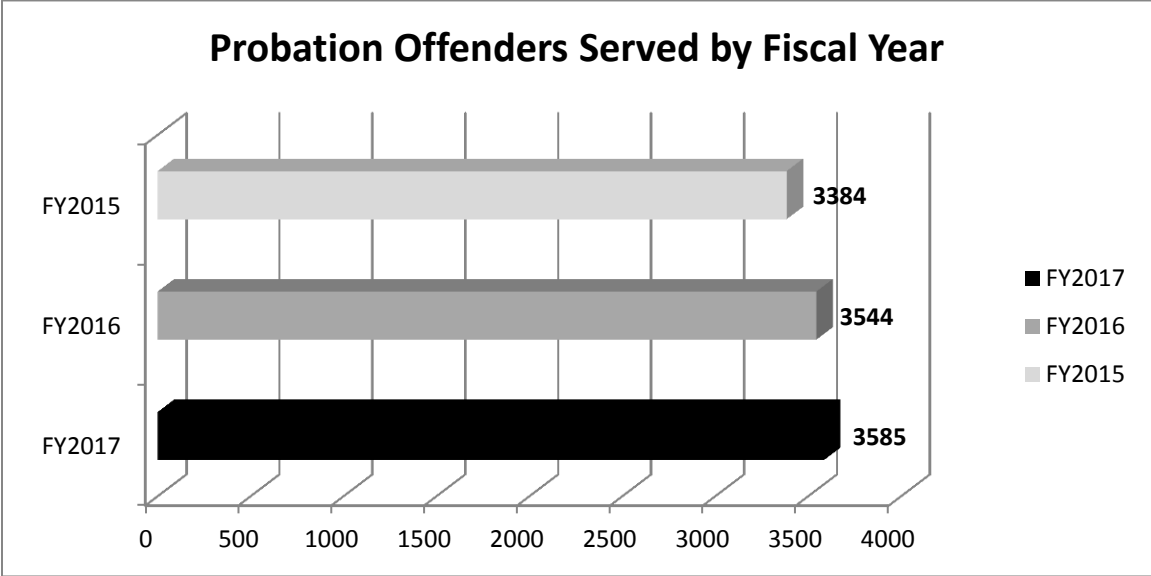
## PRE-SENTENCE INVESTIGATIONS

**Pre-Sentence Investigations (PSI)** are conducted by Probation/Parole Officers to provide a comprehensive report to judges to assist in determining appropriate sentencing options. Included in each report is information about the Defendant's present offense, prior criminal record, employment, education, family, substance abuse and psychological histories. Utilizing this information, Probation/Parole Officers provide sentencing and treatment recommendations to the Court. The presentence report also provides valuable information to other correctional staff who may later supervise the offender.



# PROBATION SUPERVISION

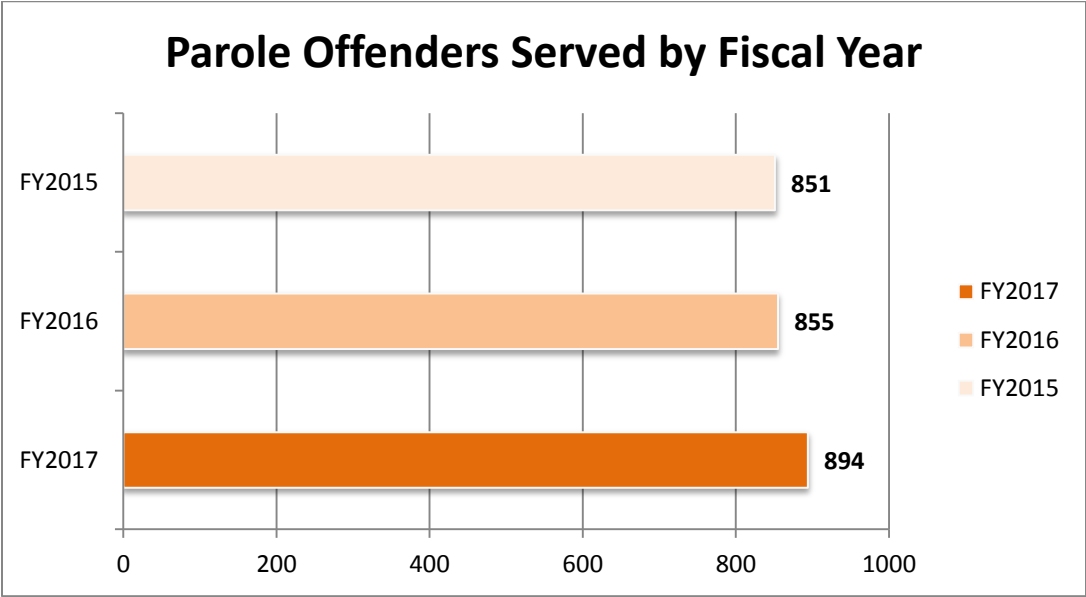
Probation supervision provides the Court an alternative to institutionalization whereby convicted offenders remain in the community under correctional supervision. Offenders undergo risk and need assessments, case planning and referrals to local community resources. Probation/Parole Officers monitor compliance and progress, report information, facilitate behavioral change and make recommendations to the Court. The Department supervises both felony and misdemeanor probationers who are placed under its supervision by the Court.





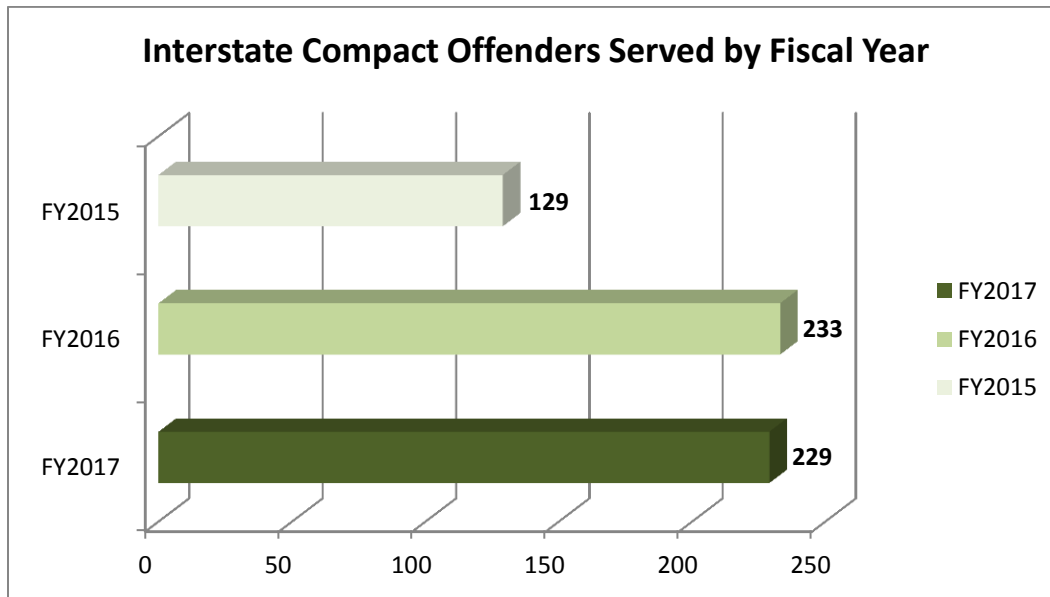
# PAROLE SUPERVISION

Parole supervision provides supervised conditional release of offenders who are returning to the community from prison or work release. Probation/Parole Officers conduct risk and need assessments, make treatment/community referrals, assist with transition back into the community, facilitate behavioral change and monitor compliance and progress similar to Probation.



## INTERSTATE COMPACT SUPERVISION

**Interstate Compact** supervision is provided for offenders who had been granted probation or parole in other states, but whose supervision has been transferred to the State of Iowa. Offenders undergo risk and need assessments, case planning and referrals to local community resources similar to that provided to Iowa probation/parole offenders. The Department supervises both felony and misdemeanor probationers/parolees who are placed under its supervision by Interstate Compact.

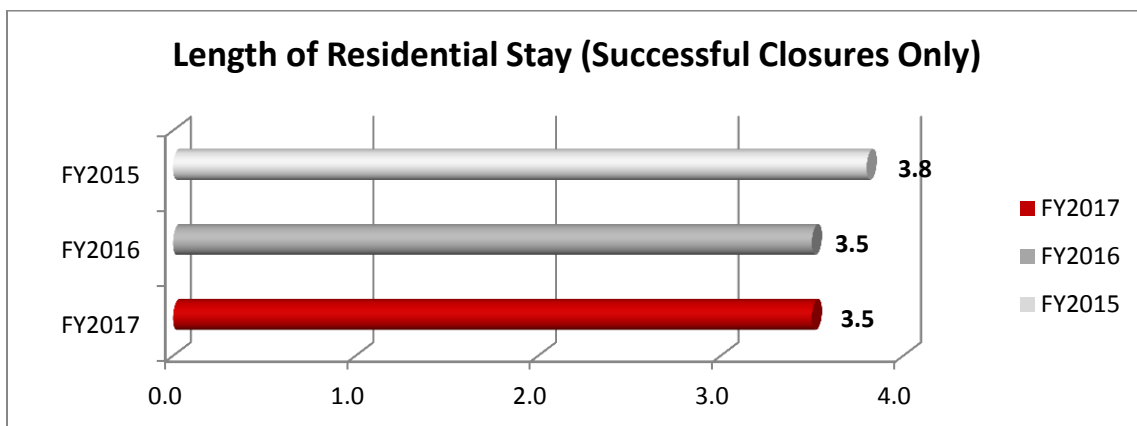
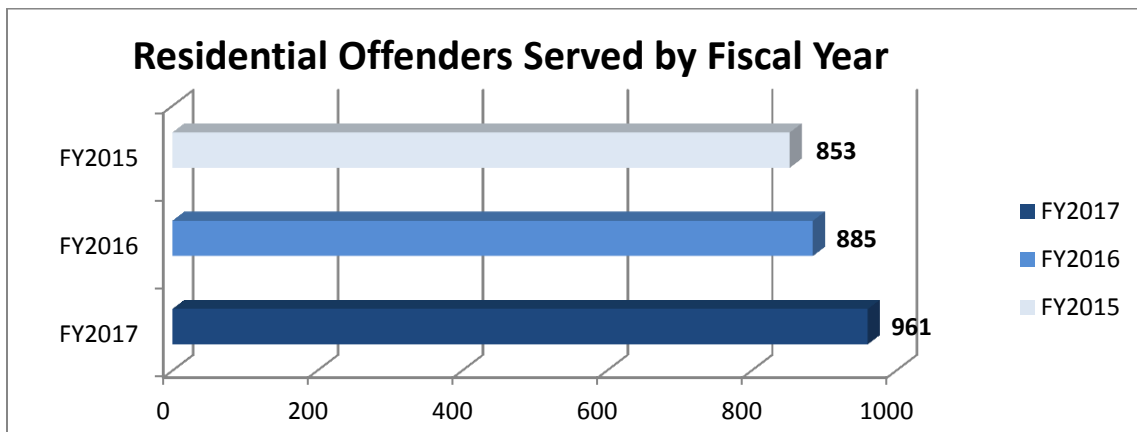


## RESIDENTIAL SERVICES

<b>Curt Forbes Residential Center</b> 111 N. Sherman Ave. Ames 45 offenders	<b>Fort Dodge Residential Center</b> 311 1 <sup>st</sup> Ave. South Fort Dodge 60 offenders	<b>Marshalltown Residential Center</b> 1401 S. 17 <sup>th</sup> Ave. Marshalltown 51 offenders	<b>Beje Clark Residential Center</b> 818 15 <sup>th</sup> St., SW Mason City 51 offenders
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The Department's Residential Centers provide supervision and programming in a structured environment that promotes stability, accountability and long term behavior change. Residents are required to work and fulfill their financial responsibilities, including family support, victim restitution, court costs and payments towards debts, taxes and rent to the Department. In addition, residents must undergo appropriate assessments and follow-through with all recommended treatment. During each residents stay, they are awarded furloughs from the facility based on satisfactory performance. Those who successfully complete their stay are moved to regular Probation or Parole supervision.

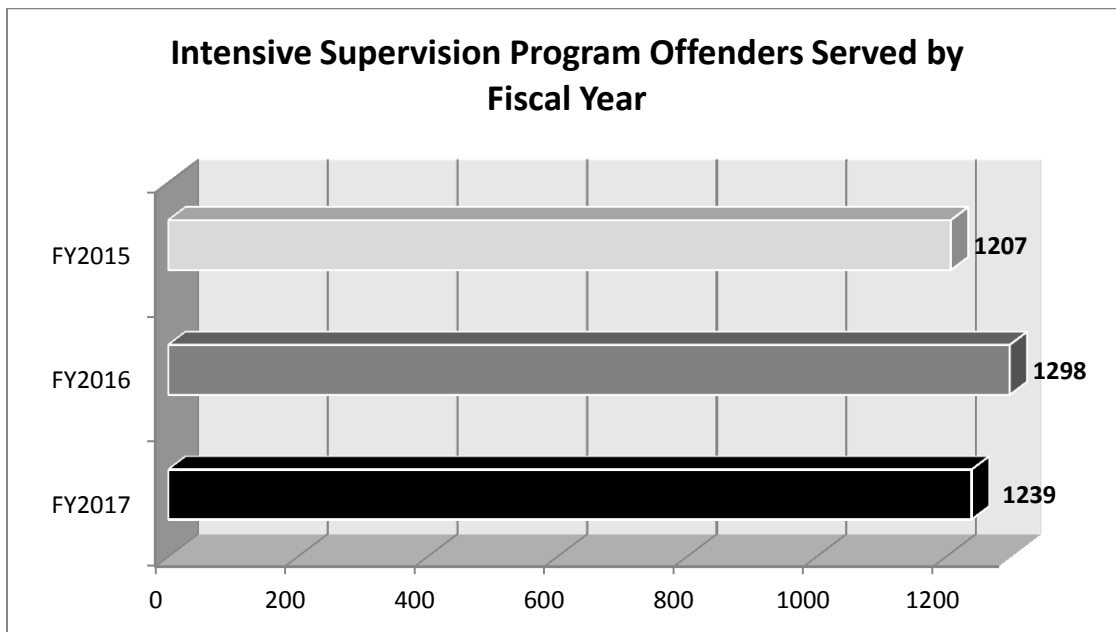
The Residential Centers accept both probationers referred directly by the Courts and work releases from the State Correctional Institutions. The Residential Centers also serve offenders who have been placed in the OWI program. The Department also maintains contracts with the Federal Bureau of Prisons by which federal clients are placed in the residential centers in Ames, Fort Dodge and Mason City, with the Department being reimbursed for the actual daily cost of each federal offender. The total capacity of the four Residential Centers in Second District is 207 offenders.



## INTENSIVE SUPERVISION PROGRAM

The **Intensive Supervision Program (ISP)** provides a more-intensive level of field supervision for higher risk offenders. Many offenders placed in the program have just been released from a Residential Center or Prison. Offenders supervised under ISP are closely monitored by an ISP officer (Probation/Parole Officer III). Offenders are required to attend substance abuse treatment or other treatment programs that correspond to their individual needs. Offenders who successfully complete the program are transferred to regular Probation or Parole supervision and are supervised according to their respective risk score.

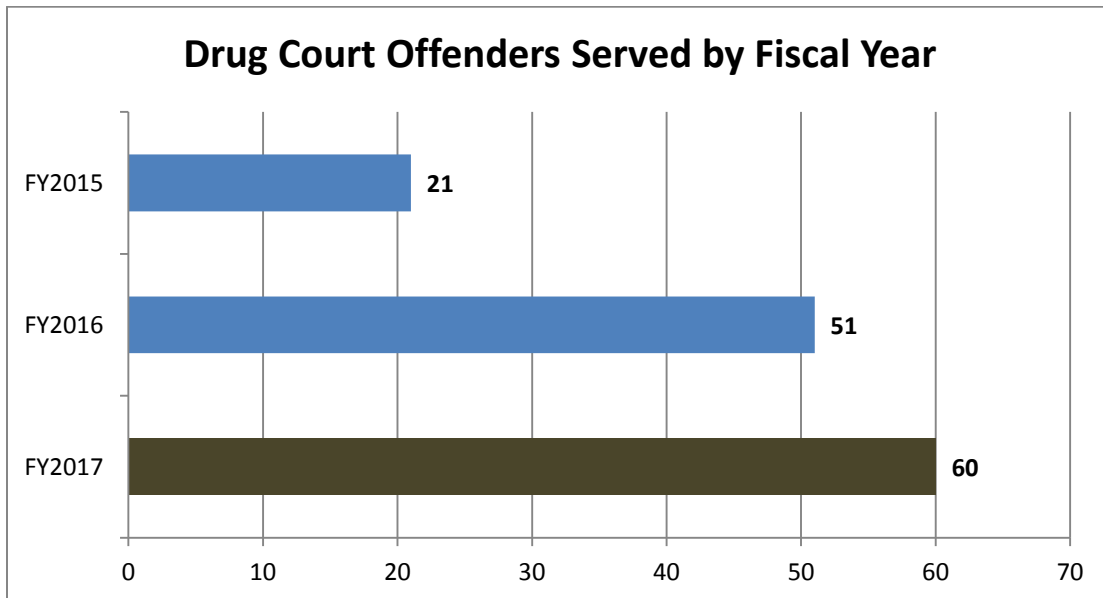
Due to the intensity of services offered the Department attempts to keep caseload sizes smaller, approximately thirty offenders per officer. Evidence Based outcomes also show an increase in success of higher risk offenders when caseloads are in that range.



## DRUG COURT

The **Drug Court** Program is a Judge based program that provides intensive levels of field supervision for high risk/high need offenders whose substance addiction is a major contributing factor to their criminal activity. The Drug Court Program is comprised of an Interdisciplinary Team (IDT) that includes the Judge, County Attorney, Defense Attorney, Probation/Parole Officer, and Treatment Provider. The IDT attends weekly pre-court staffing meetings to review participant progress, determine appropriate actions to improve outcomes, and prepare for status hearings in court. The Drug Court program consists of five (5) phases that offenders participate in, with the program being approximately twelve (12) to eighteen (18) months in length. Offenders are required to participate in substance abuse treatment, other treatment programs that correspond to their individual needs, submit to frequent drug testing, attend status hearing with the IDT, as well as any additional requirements determined by the IDT. Due to the intensity of services offered the Department attempts to keep caseload sizes smaller, approximately twenty-five (25) offenders per officer. Evidence Based outcomes also show an increase in success of higher risk offenders when caseloads are in that range.

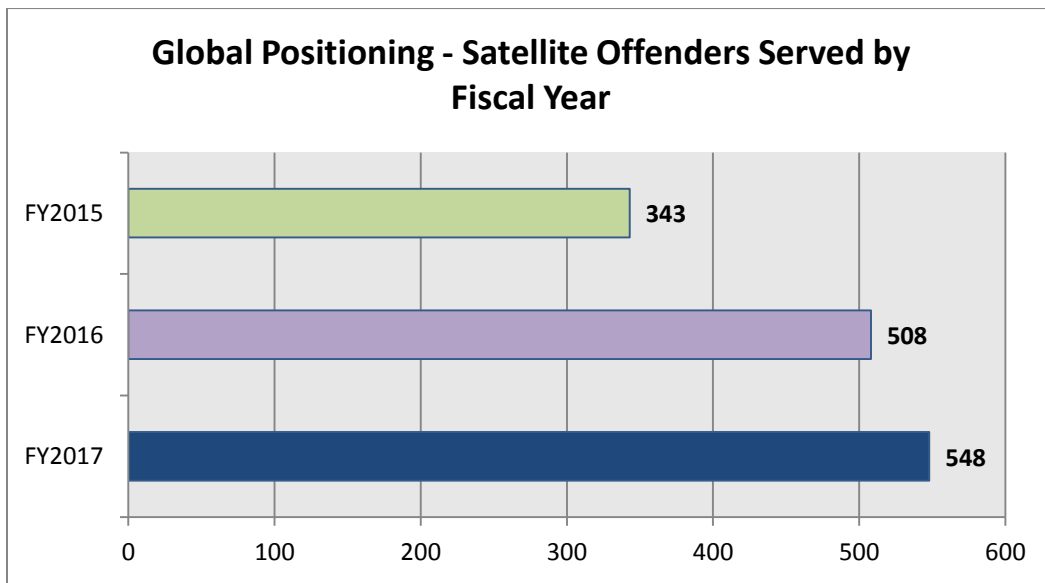
Second District implemented Drug Courts in Webster and Cerro Gordo counties during FY2015.



## ELECTRONIC MONITORING

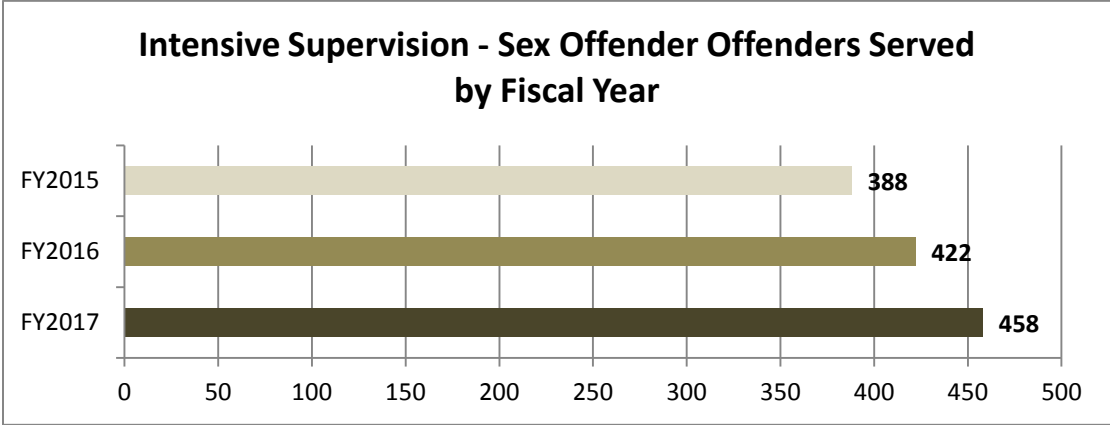
**Electronic Monitoring** is utilized as a supervision tool to monitor the offender's activities in the community and to promote accountability. These tools are typically used by a Probation/Parole Officer III during the course of supervising high risk offenders. The types of electronic equipment used are radio frequency (ankle bracelet curfew monitoring), global positioning (satellite tracking of offender movement) and remote alcohol testing (device randomly calls the offender and conducts a breath test or monitoring alcohol usage via ankle bracelet).

The cost for electronic monitoring equipment is budgeted and paid for through an appropriation that Fifth Judicial District receives for all eight judicial districts. Fifth Judicial District distributes the equipment according to need. Any judicial district using equipment in excess of its budgeted amount is billed for the overage.

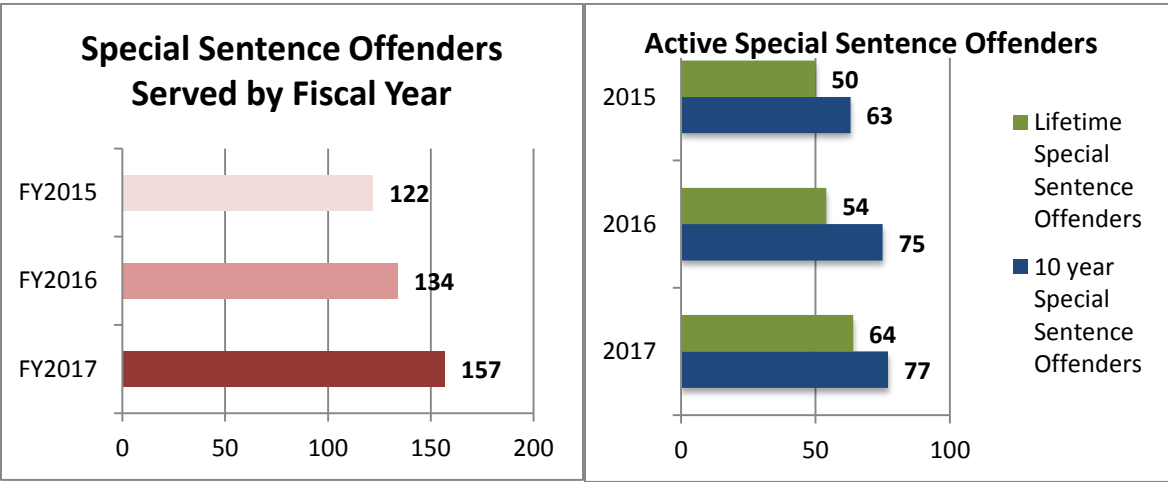


# SEX OFFENDER PROGRAM

The Sex Offender program provides specialized supervision and treatment for individuals convicted of a sexual offense or an offense with a sexual component. Supervision level is matched to the assessed risk of the individual. The Sex Offender program provides assessment and treatment services specifically designed to reduce the risk of re-offending.

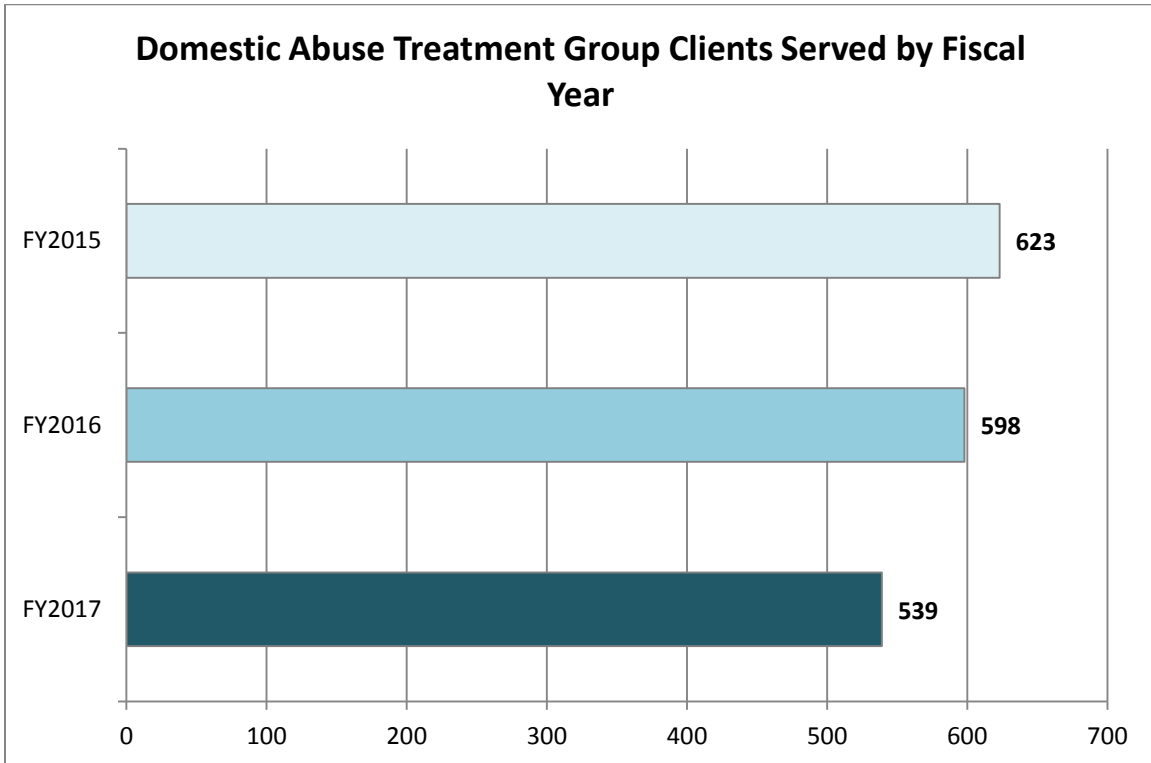


**Special Sentence** supervision is restricted to individuals who have been convicted of sexual offenses by the Court and under chapter 709 of the Iowa Code for additional supervision. Offenders convicted of class B or C felonies will serve their required sentence length and then be placed on Lifetime Special Sentence supervision. Offenders convicted of class D felonies or misdemeanors will serve their required sentence length and then be placed on 10 year Special Sentence supervision.



## DOMESTIC ABUSE PROGRAM

Any offender convicted of or receiving a deferred judgment for domestic abuse is required by Iowa law to participate in the **Iowa Domestic Abuse Program**. Offenders do not have to be placed under the department's supervision to participate. Not all offenders in the program have been convicted of domestic abuse and some participants are under supervision to local probation agencies that supervise misdemeanants.



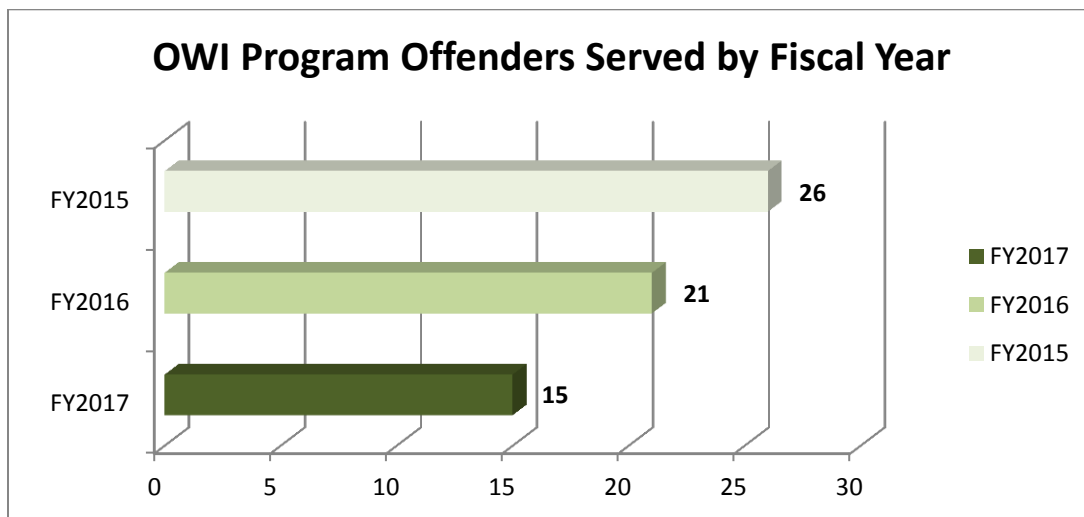


## OWI PROGRAM

The **OWI Program** is provided for offenders convicted of a second or subsequent Operating While Intoxicated charge, as authorized by the Iowa Code, Chapter 904.153. Offenders in this program are considered state inmate status but are able to serve their sentences and participate in treatment in community corrections residential facilities in lieu of prison. Unless offenders discharge their sentence while in the facility they must be released by the Iowa Board of Parole.

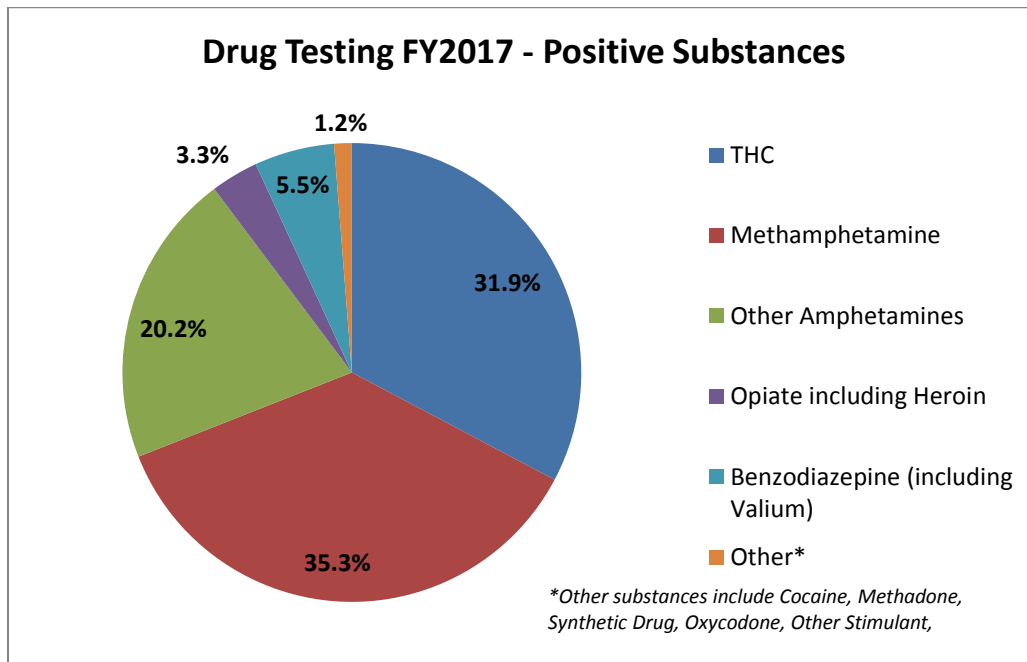
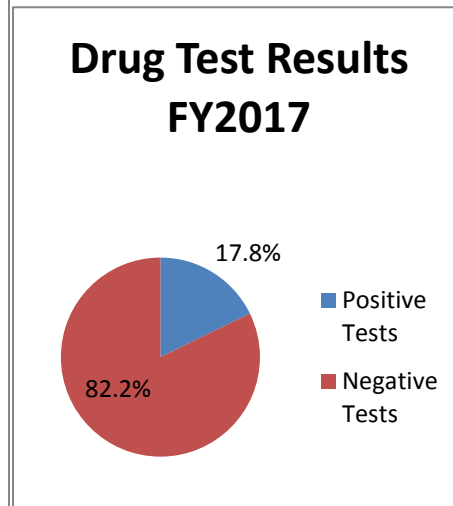
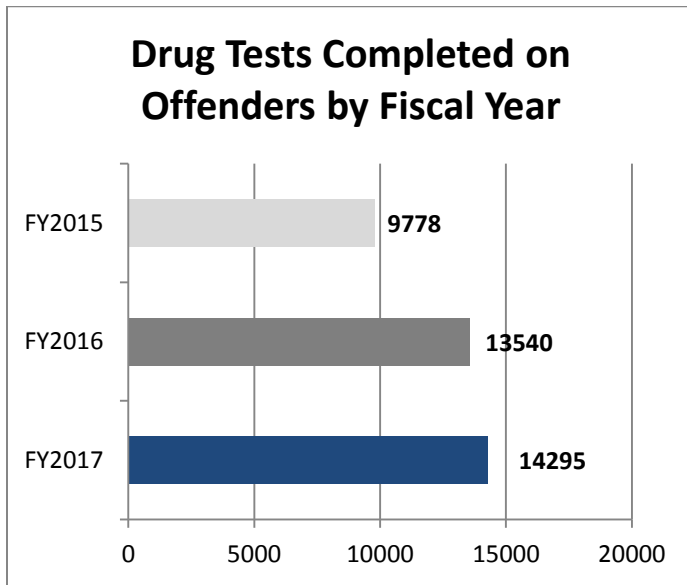
The Department provides OWI programming at all four Residential Centers. Substance Abuse treatment services are provided through contracted services with the following Substance Abuse agencies:

Community and Family Resources (CFR)	Ames
Community and Family Resources (CFR)	Fort Dodge
Substance Abuse Treatment Unit of Central Iowa (SATUCI)	Marshalltown
Prairie Ridge Addiction Treatment Services (PRATS)	Mason City



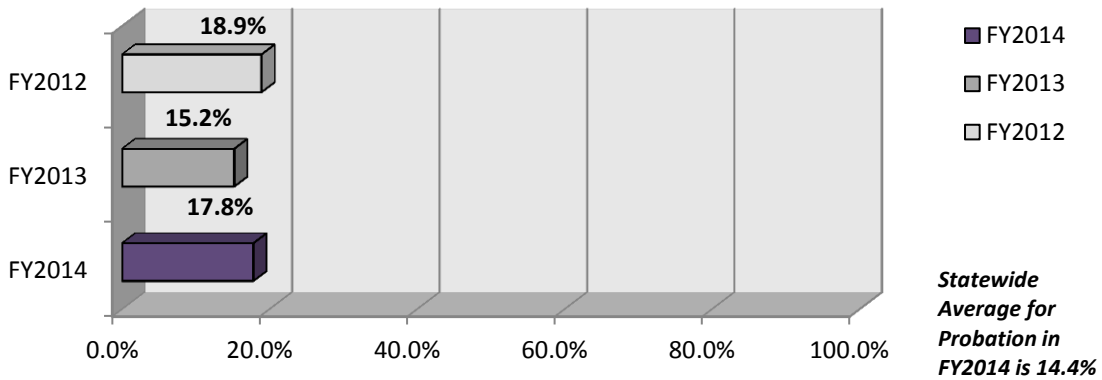
# DRUG TESTING

Drug Testing is an important supervision tool used by the Department. The Department uses a “COLORS” program for offenders who are at higher risk to use substances and the offenders will phone in daily and will report for a drug test if their color is randomly selected for that day. Staff randomly drug test offenders throughout the term of their supervision to aid in deterring offenders from substance abuse. The department primarily uses two different kinds of drug testing in the forms of urinalysis cups and saliva tests which swab the offender’s mouth.

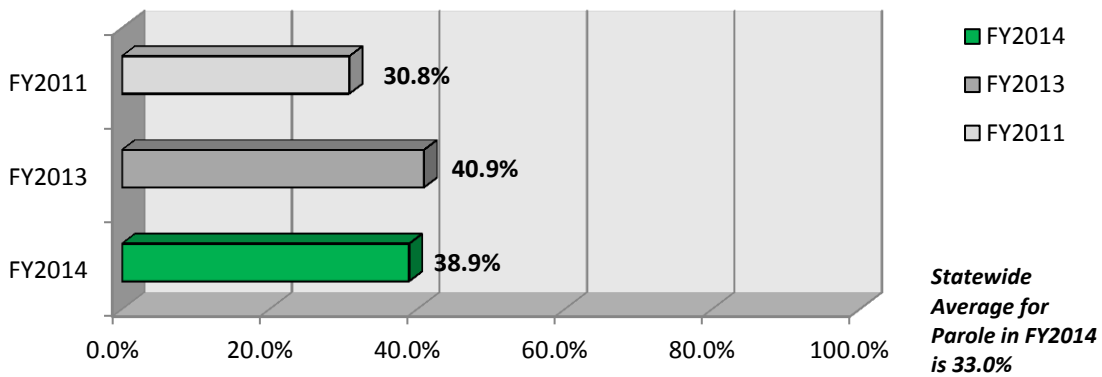


# RECIDIVISM

## Probation Recidivism by Fiscal Year



## Parole Recidivism by Fiscal Year



## Probation and Parole Recidivism by Fiscal Year

