



# STATE OF IOWA

KIM REYNOLDS, GOVERNOR  
ADAM GREGG, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS  
JERRY W. BARTRUFF, DIRECTOR

## IOWA BOARD OF CORRECTIONS AGENDA Friday, October 5, 2018, 9:00 a.m.

Iowa Prison Industries Showroom  
1445 E. Grand Avenue  
Des Moines, Iowa 50319  
(515) 725-8711

TOPIC	PRESENTER
➤ Call to Order	Richard LaMere
• Approval of September 8, 2018 Minutes ( <b>Action Item</b> )	
➤ Next Board meeting will be November 2, 2018 at the Iowa Department of Corrections, 510 E. 12 <sup>th</sup> Street, Des Moines, IA 50319 (A meeting notice will be posted on the DOC website: <a href="http://www.doc.state.ia.us">www.doc.state.ia.us</a> )	Richard LaMere
Welcome & Director's Report	Director Jerry Bartruff
United Way of Central Iowa Opportunity Reentry Project	Seth Johnson and Pat Steele
Work Training & Re-entry	Dan Clark
Production of Affordable Housing	State Senator Mark Lofgren
Prison Built Housing - Nonprofit Organization	Rick Hunsaker
Motion to Support ( <b>Action Item</b> )	Board Members
Apprenticeship Update	Brian Pibal
Budget Update	Steve Dick
2019 Legislative Package ( <b>Action Item</b> )	Michael Savala
Disparity Policy ( <b>Action Item</b> )	Board Members
Public Comments	Public
Open Discussion	Board Members
Adjournment	Board Members

The Board of Corrections' agenda is posted on the DOC Web Site at <https://doc.iowa.gov/>  
under the Board of Corrections Tab.

The mission of the Iowa Department of Corrections is to:  
**Creating Opportunities for Safer Communities**

(Office) 515-725-5701 - 510 East 12th Street, Des Moines, Iowa 50319 - (FAX) 515-725-5799  
<https://doc.iowa.gov/>



# STATE OF IOWA

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DEPARTMENT OF CORRECTIONS  
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## IOWA BOARD OF CORRECTIONS MINUTES Friday, September 7, 2018

Anamosa State Penitentiary  
406 North High Street  
Anamosa, IA 52205

**Board Members Present:** Rebecca Williams, Larry Kudej, Dr. Lisa Hill, and Thomas Phillips. On Phone: Dr. Mary Chapman. Absent: Richard LaMere and Dr. John Chalstrom.

**Staff Present:** Director Bartruff, William Sperfslage, Michael Savala, Beth Skinner, Steve Dick, Dan Craig, Sally Kreamer, Cord Overton, Mike Heinrichy, Bruce Vander Sanden, Tracy Dietsch, Tami Moore, Paul Nemmers, Laura Barner, Lindsay Stupka, Lisa Oswald, Mike Heinrichy, Al Reiter, Anne Siebels, Torilynn Pratt, Amber Connelly, Hailey Hatrick, Jason Mann, Joshua DeShaw, Matt Eivins, Kathryn Williams, and Robin Bernhard, Paul Conter, Chad Kerker, Todd White, Christina Abbott, Amanda Antolik, Brent Fuller, Cody Parmenter, Michael Wuertzer, Amanda Stewert, Matt Scranton, and Brian Tracy.

**Visitors Present:** William Hill, Attorney General's Office; Dan Smith, City of Anamosa; Doug Skinner; Kim Kudej, DHS Council; Laura Book, Legislative Services Agency (LSA); Joanne Smith, League of Women Voters of Iowa (LWV); JoAnn Finkenbinder, League of Women Voters of Iowa (LWV) & Criminal & Juvenile Justice Committee (CJJC); Larry Smith, Iowa Citizens United for the Rehabilitation of Errants (CURE) & Living Beyond the Bars; Sue Hutchins, Iowa Citizens United for the Rehabilitation of Errants (CURE) & Living Beyond the Bars; Leon Kroemer, Living Beyond the Bars; Ron Maxson; Stan VanderLinden; Mary Maxson; and Cindy VanderLinden; and Don Wadleigh, Toast Masters.

### **Call to Order, Chair Richard LaMere**

- Vice Chair Rebecca Williams called the meeting to order.
- Vice Chair Rebecca Williams asked for a motion to approve the August 3, 2018 minutes. Thomas Phillips made a motion to approve the minutes and Larry Kudej seconded the motion. All members were in favor of approving the minutes, ***motion passed.***
- The next Board meeting will be October 5, 2018 in Des Moines. The board meeting will be held at the Iowa Prison Industries Showroom at 9:00 a.m.  
(A meeting notice will be posted on the DOC website: <https://doc.iowa.gov/>)

### **Director's Report, Director Jerry Bartruff**

- *August 7-8* Visit by Kosovo Minister of Justice and General Director of Prisons there is a relationship between Kosovo and the state of Iowa as a sister state. The Governor signed a Memorandum of Understanding (MOU) establishing the relationship so we can share information and support.
- *August 9* we developed a list of people in our General Population Institutions that we are pushing forward to the Board of Parole for consideration. We're going to be doing that quarterly.
- *August 15* Wardens' Meeting at the Iowa State Penitentiary (ISP). August 14-16 an Emergency Situations Training for Corrections Emergency Response and Hostage Negotiation Teams was held at the old ISP location.
- *August 16* District Directors' Meeting

The mission of the Iowa Department of Corrections is:  
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- August 20-24 Emotional Intelligence (EQI) Train the Trainer (TOT) Training
- August 22 Deaf/Hard of Hearing Incarcerated Individuals Meeting with Disability Rights Iowa (DRI).
- August 27 Meeting at the Ft. Dodge Correctional Facility (FDCF) with Iowa Central Community College (ICCC) Staff.
- August 27-31 National Institute of Corrections (NIC) Training - The Learning Professional
- September 4 staff met with a reporter from CNN about the Pretrial Release Process and the PSA
- September 12 there is a meeting on the Geriatric Patient Housing Review

**Anamosa Connecting with the Community, Warden Willam Sperflage, Anamosa Staff, Dan Smith and Doug Skinner**

- Warden Sperflage introduced some new staff.
- Dan Smith with the City of Anamosa explained how he was able to get Incarcerated Individual Doug Skinner to train as a waste water treatment worker.
- *Documents from this presentation can be found on the DOC website, attached to the February 1, 2018 DOC Board Meeting Handouts.*

**Administrative Rules – Banning Sexually Explicit/Nude Publications, Michael Savala**

- Michael presented all proposed changes to DOC Administrative Rules.
- *Documents from this presentation can be found on the DOC website, attached to the September 7, 2018 DOC Board Meeting Handouts.*
- Vice Chair Rebecca Williams asked for a motion to approve the requested changes to the DOC Administrative Rules. Larry Kudej motioned to approve the requested changes to the DOC Administrative Rules. Dr. Lisa Hill seconded the motion. All members were in favor. ***Motion passed.***

**Disparity Policy, Board Members**

- The Board decided that this policy will be voted on at the next meeting.
- *Documents from this presentation can be found on the DOC website, attached to the September 7, 2018 DOC Board Meeting Handouts.*

**Policy Approval, Board Members**

- IDOC Policy HSP-631 Hearing Disabilities - Audiology Services was reviewed by the Board.
- Vice Chair Rebecca Williams asked for a motion to approve HSP-631 Hearing Disabilities - Audiology Services. Thomas Phillips made a motion. Mary Chapman seconded the motion. All members were in favor of approving the HSP-631 Hearing Disabilities - Audiology Services. ***Motion passed.***
- *Documents from this presentation can be found on the DOC website, attached to the September 7, 2018 DOC Board Meeting Handouts.*

**Budget Request, Jerry Bartruff, Dr. Beth Skinner, Steve Dick**

- The FY20-FY21 budget request was presented to the Board for approval.
- *Documents from this presentation can be found on the DOC website, attached to the September 7, 2018 DOC Board Meeting Handouts.*
- Vice Chair Rebecca Williams asked for a motion to approve the FY20-FY21 budget request. Larry Kudej made a motion to approve the FY20-FY21 budget request and to send a letter to the Governor. Dr. Lisa Hill seconded the motion to approve the budget request and to send a letter to the Governor. All members were in favor. ***Motion passed.***

**Public Comments, Public**

- No public comments.

### **Open Discussion, Board Members**

- Larry Kudej wanted to thank everyone for coming out to this budget meeting. I'd also like to thank Bruce for all the efforts the 6<sup>th</sup> Judicial District is putting forward.
- Thomas Phillips would like a break to be included in future agendas. I think a summary sheet would be more helpful for digesting the budget.

### **Adjournment Board Members**

- Larry Kudej made a motion to adjourn the meeting. Thomas Phillips seconded the motion. All members were in favor. ***Motion passed***, meeting adjourned.

Respectfully Submitted,

Abby Williams, Secretary

*The Board of Corrections' agenda is posted on the DOC Web Site at <https://doc.iowa.gov> under the Board of Corrections Tab.*

# RURAL IOWA HOUSING PROJECT:

## COGs Help Lead the Effort with Homes for Iowa, Inc.

*Creating a Sustainable Model to Address Rural Iowa Housing Shortage*

Councils of Governments (COGs) are leading the effort to create affordable, stick-built housing for rural areas. The program will be run by a non-profit called Homes for Iowa, Inc. and built by inmates with Iowa Prison Industries.

### THE PROBLEM

- Nearly 3 in 10 Iowans rent their homes.
- Rural housing continues to be a struggle in Iowa, where demand is too high and supply is short.
- This is an economic development issue. How do we continue to attract workers, teachers and skilled tradespeople to rural areas if there is no housing available?
- Companies choose not to relocate or expand in Iowa due to no housing in proximity to their business location.



### THE SOLUTION

Modeled after South Dakota's successful "Governor's House" program, COGs will help in managing the program under the non-profit, Homes for Iowa, Inc.

Iowa Prison Industries will procure supplies and stick build two- and three-bedroom homes that are trucked to home sites. Benefits of the program are:

- Pipeline of apprenticed trades to the construction industry.
- Increase of housing in rural areas to keep communities growing.
- Affordable homes in the \$100,000 to \$120,000 range.
- Lower recidivism rates among inmates.
- This is a self-sustaining program.



**IOWA ASSOCIATION**  
OF COUNCILS OF GOVERNMENTS

# RURAL IOWA HOUSING PROJECT:

## COGs Help Lead the Effort with Homes for Iowa, Inc.

*Creating a Sustainable Model to Address Rural Iowa Housing Shortage*

### THE PROCESS

- 1** \$1 million needed to build security fencing and site improvements.
- 2** \$1.5 million needed for buildings, procurement of supplies and working capital.
- 3** Training is completed by those within Iowa Prison Industries. Individuals incarcerated will learn a new trade and go through a certificate program in certain instances.
- 4** Individual or community works with COGs to initiate a new home.
- 5** Homes for Iowa, Inc., a non-profit, oversees the order, deposit and any income eligibility for home.
- 6** The home is built inside of Iowa Prison Industries.
- 7** Home is trucked to the home site, where utilities are then connected.
- 8** Homeowner takes possession.



**IOWA ASSOCIATION**  
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**IOWA ASSOCIATION**  
OF COUNCILS OF GOVERNMENTS

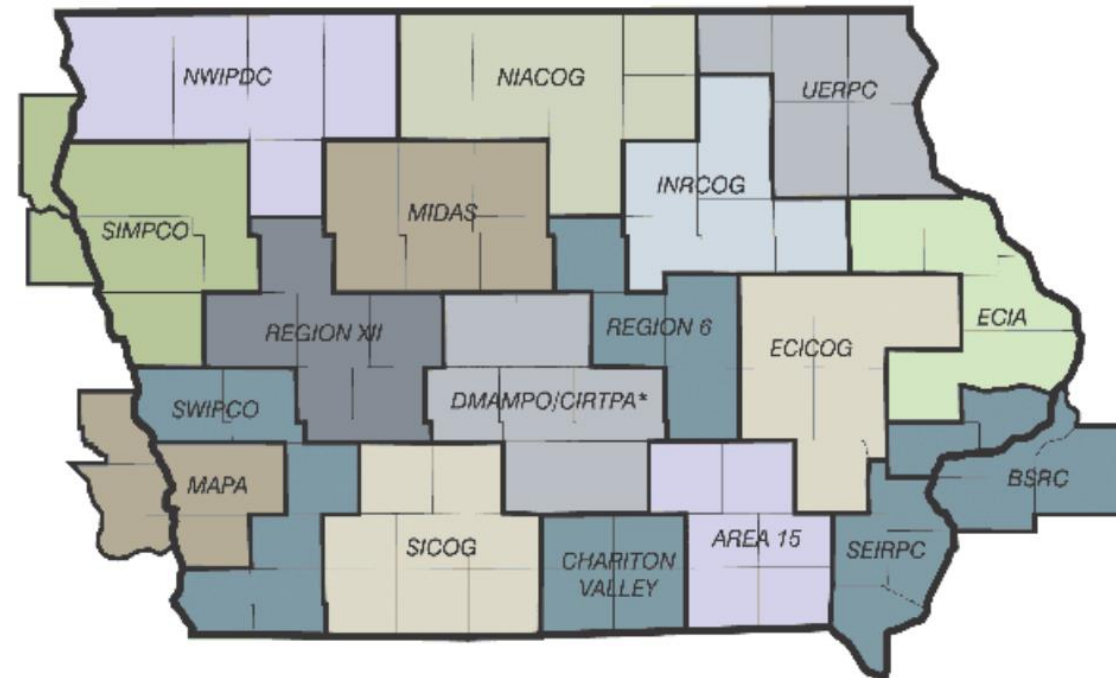
## **Rural Housing Initiative**

Building Affordable Housing with Iowa Prison Industries



# What are Councils of Governments?

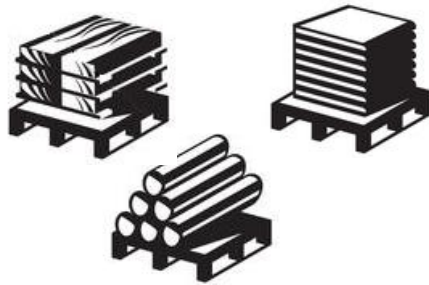
- Councils of Governments provide regional planning & technical assistance to cities, counties, businesses and community members for:
  - Housing planning
  - Economic Development
  - Workforce programs
  - Housing rehabilitation
  - Grant-writing
  - Transportation planning





# Overview of Rural Housing Initiative

- Modeled after South Dakota's "Governor's House" Program
- Idea is to create 2- and 3-bedroom stick-built AFFORDABLE homes
- How is this done?



Buy Bulk Supplies

+



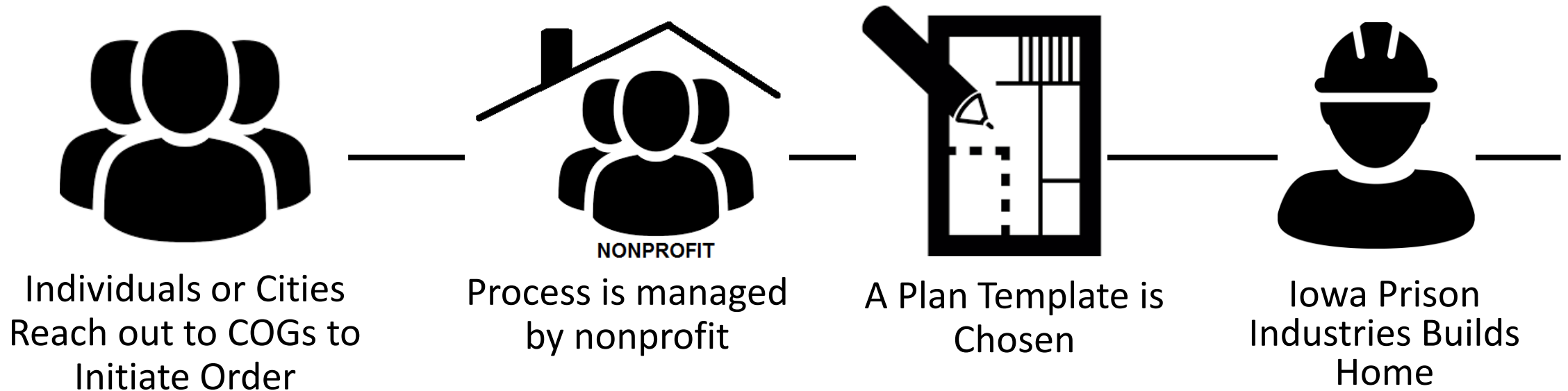
Inmate Workers

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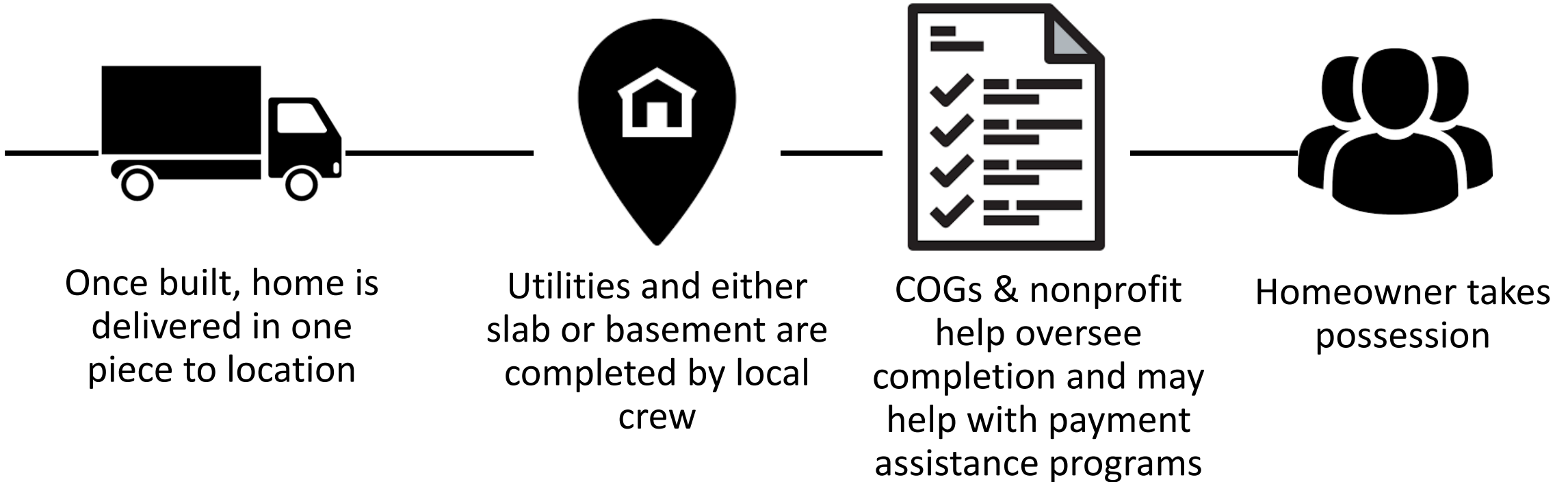


Affordable Home

# Process of the Rural Housing Initiative



# Process of the Rural Housing Initiative



# Why are COGs involved in this process?

- Councils of Governments (COGs) have a state-wide presence to address regional issues
- COGs already work on housing and rehabilitation issues
- COGs have working relationships with their member counties and cities to identify housing needs and possible city infill opportunities

# Where would this happen in Iowa?



- Property identified would be near Newton Correctional Facility

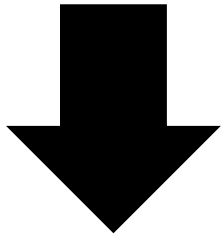
# Benefits of Program



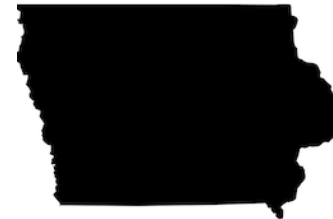
Provide affordable housing for around \$100,000 to \$120,000



Pipeline of apprenticed trades



Lower recidivism rates in Iowa



This is an Iowa economic development issue so companies can grow



# It always seems impossible; until it's not.

- Inmates working on completing the home inside the confines of the correctional facility.
- Houses are built on pilons so they can be trucked to the location in one piece.





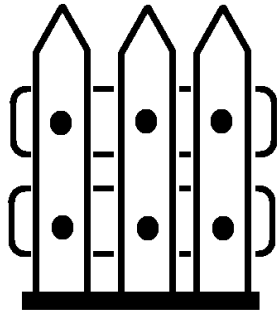
# It always seems impossible; until it's not.

- Quality build homes with great finishes, cabinetry and flooring.
- “I was always told I was good at **nothing**, until this program I did not realize I had a **talent** and was actually **great** at something.” —*S.D. Prisoner, Carpentry Apprentice*



# The Cost

**\$2 million** in one-time funding for 3 major investments in the program



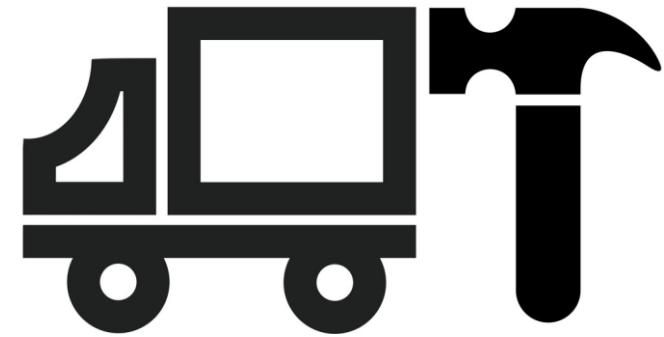
**\$800,000**

Fencing & Gates  
Design Fees  
Utility Access



**\$600,000**

Warehouse  
Office & Classroom  
Workshop



**\$600,000**

Flatbed & Semi  
Jacks  
Tools and Capital

# Happenings

## ICOG is incorporating a non-profit to operate the program

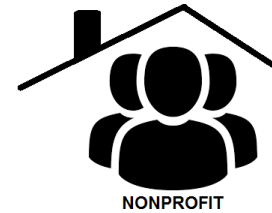


Diverse board members from Iowa:

- Home building,
- Building trades,
- Banking,
- Real estate,
- Community development, etc.

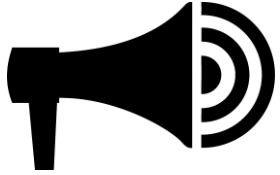
### 501(c)3

501c3 designation to accept charitable contributions



Non-profit will establish home building program policies and procedures

# Next Steps



- Advocacy – Iowa Association of Councils of Governments and its members are actively working on a grassroots initiative to discuss the program.



- Support – We need your support in writing a letter stating this program is needed.



- Funding – We are looking at different funding sources including a state appropriation from the legislature

# Thank you for your time

We would love to hear from you on your support. If you have any questions please contact our association and email or call:

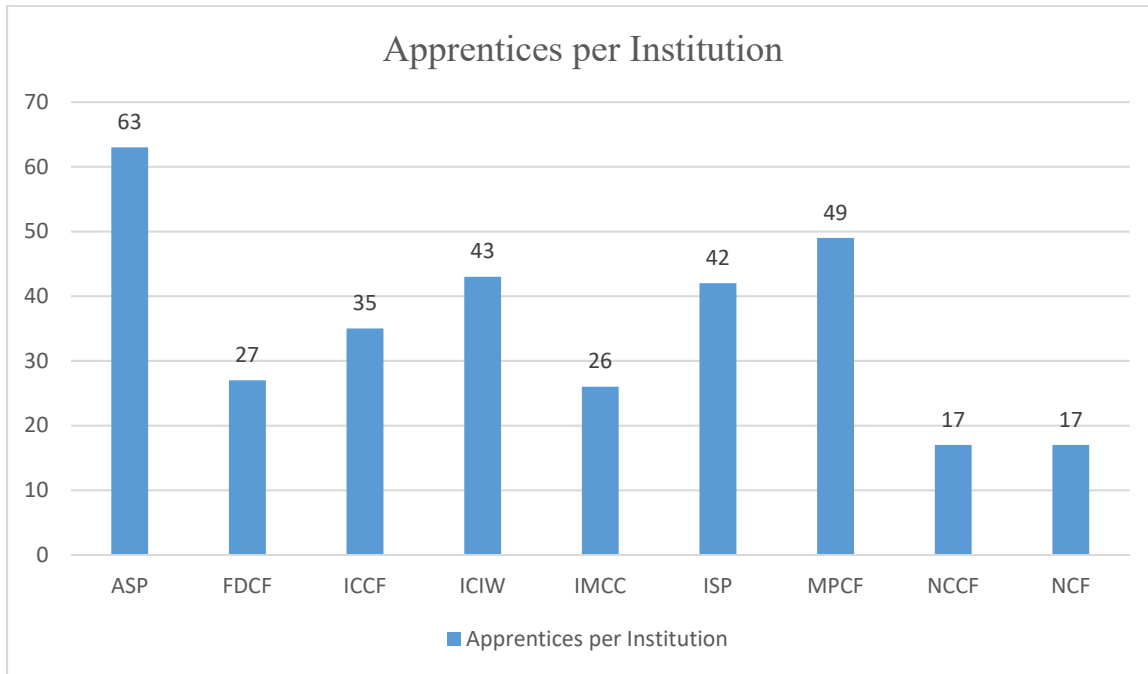
Carl Lingen, Executive Director  
Iowa Association of Councils of Governments  
[staff@iarcog.com](mailto:staff@iarcog.com)  
(515) 868-0133

# **IDOC Registered Apprenticeship**

## **Apprenticeship by the Numbers:**

- **319 active apprentices** currently in our programs system-wide
- **148 incarcerated individuals** have **completed** their apprenticeship programs

## **Apprentice Breakdown:**



## **DOC Apprenticeship Updates:**

- Apprentices participated in the first ever Peer Specialist week long instructor led training at IMCC
- Former ASP apprentice, Michael Willoughby, was awarded the Iowa Job Honor Award
  - Award winners are recognized for overcoming significant barriers to employment
  - Michael was recognized at the Iowa Job Honor Awards Ceremony held during the state SHRM Conference in Coralville, IA
  - Michael currently works at Frontier Co-op in Norway, IA as Line Supervisor for two packaging lines
- Over 40 employers with the Eastern Iowa Human Resources Association attended a presentation and tour at ASP
  - Presentation covered data and statistics regarding individuals reentering society along with the many services and skills training provided to offenders
  - Employers toured the facility and shops to see firsthand the offenders' skills and training at work

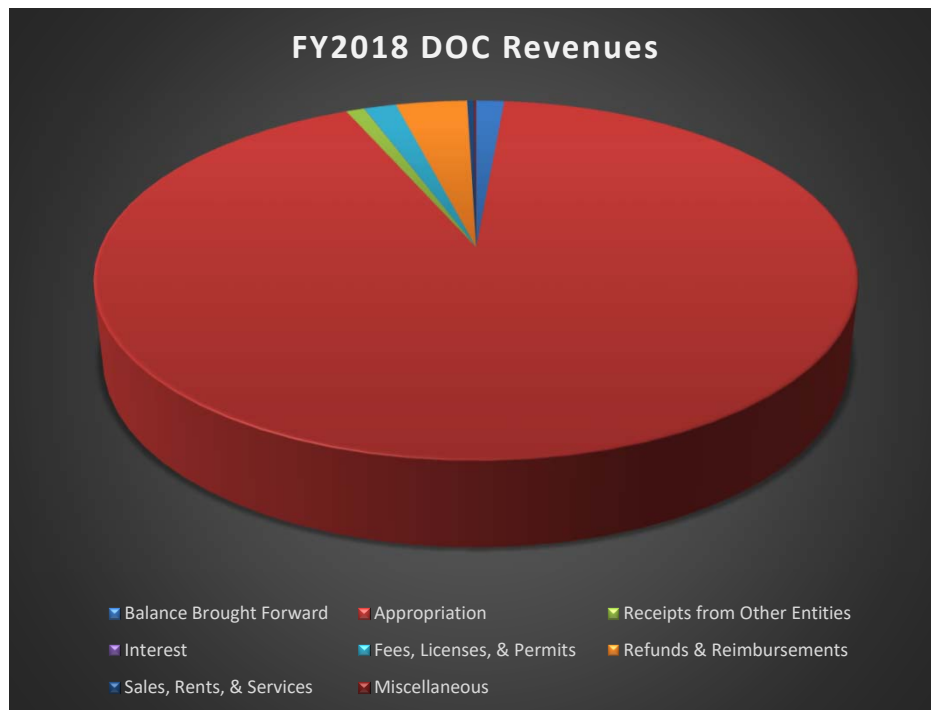
## **Future Apprenticeship Goals:**

- Add Mechanical Drafter (CAD), Sewing Machine Operator, Barber, and IT Technician apprenticeships
- Continue to expand participation department wide
  - Since May of 2018 the number of registered woman apprentices as almost tripled
- Continue to update curriculum to meet the demands of occupation training and employer expectations
- Partner and collaborate with employers, community groups, and state agencies to educate and promote DOC apprenticeships and training
- Work with CBCs to help exiting apprentices complete their apprenticeship with private employers

# DOC Budget Update

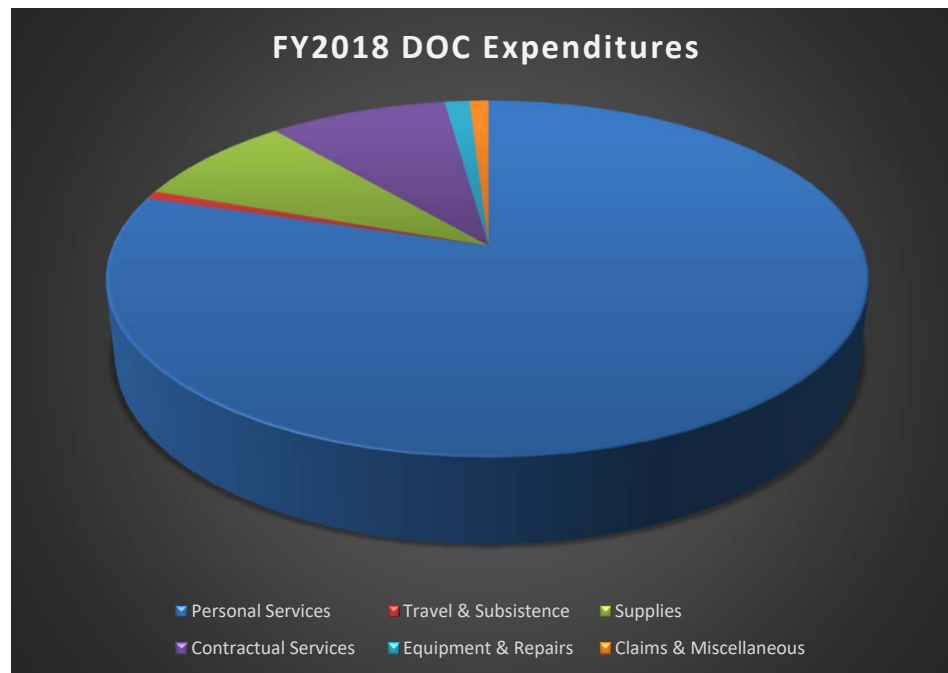


# FY2018 Revenues



Balance Brought Forward	\$ 5,757,425	1.41%
Appropriation	\$ 374,295,467	91.96%
Receipts from Other Entities	\$ 3,747,787	0.92%
Interest	\$ 77,876	0.02%
Fees, Licenses, & Permits	\$ 6,620,789	1.63%
Refunds & Reimbursements	\$ 14,652,261	3.60%
Sales, Rents, & Services	\$ 1,369,574	0.34%
Miscellaneous	\$ 480,151	0.12%
<b>Total Resources Available</b>	<b>\$ 407,001,330</b>	<b>100.00%</b>

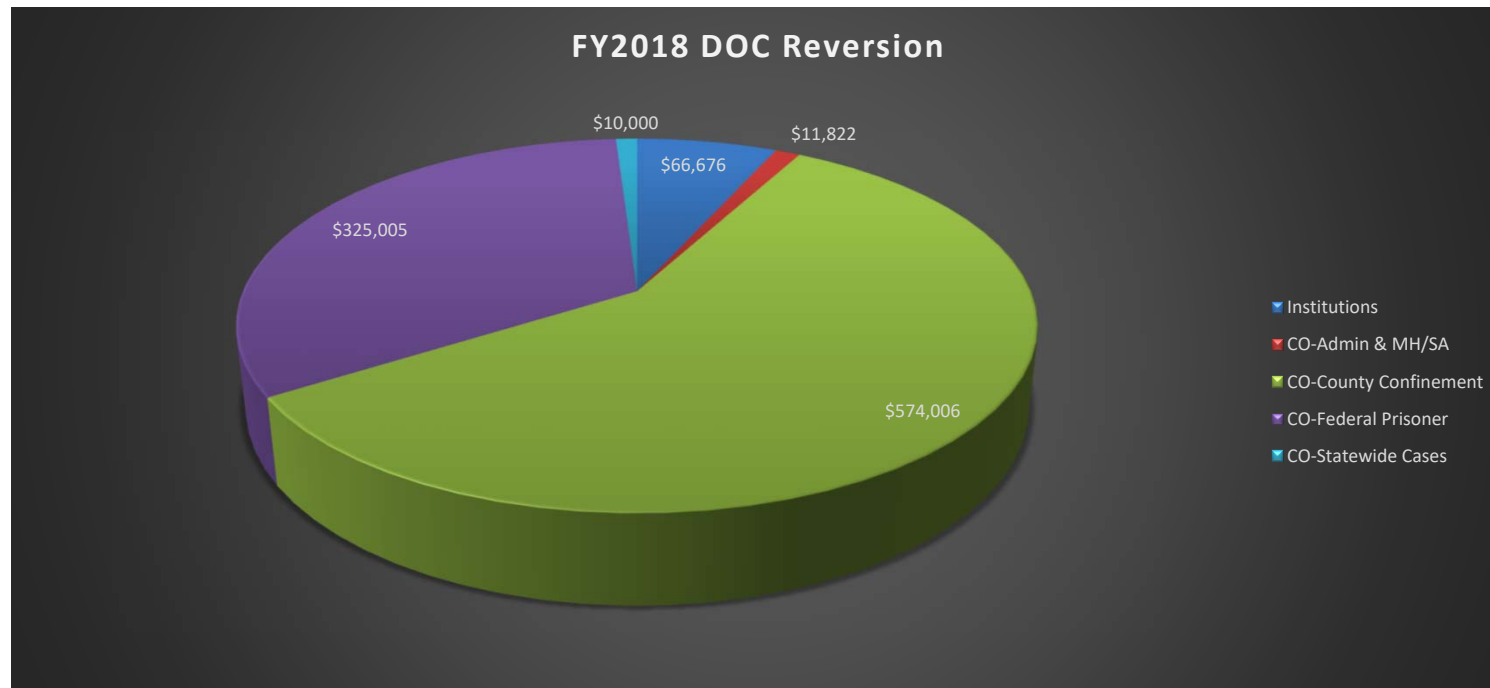
# FY2018 Expenditures



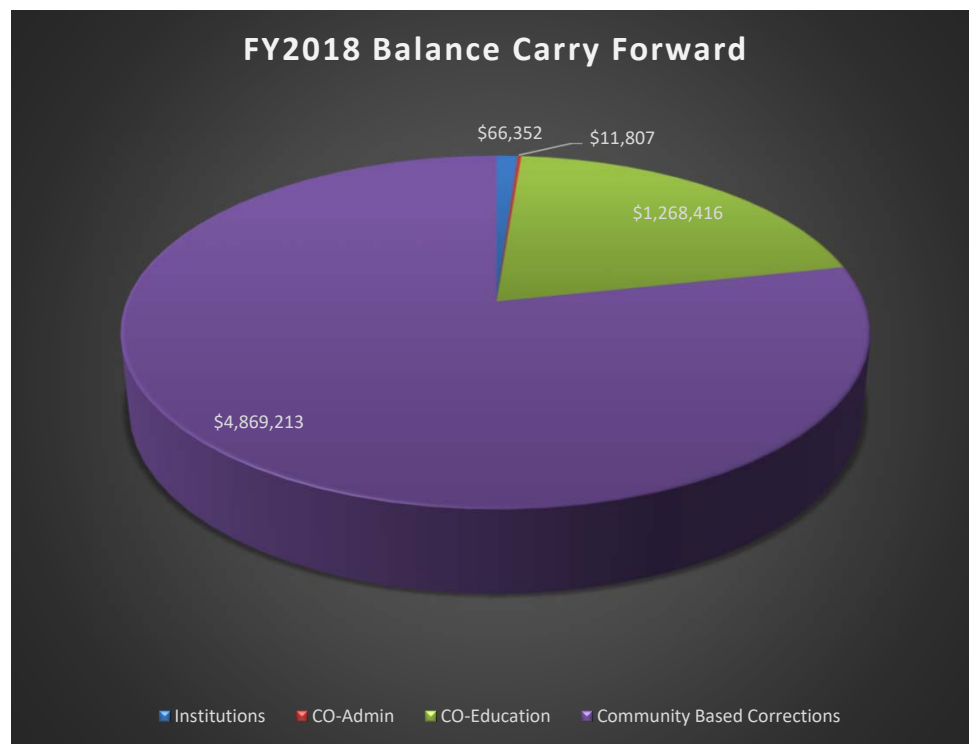
Funds Expended:		
Personal Services	\$ 318,579,059	79.68%
Travel & Subsistence	\$ 3,001,259	0.75%
Supplies	\$ 33,376,662	8.35%
Contractual Services	\$ 35,981,175	9.00%
Equipment & Repairs	\$ 5,030,828	1.26%
Claims & Miscellaneous	\$ 3,829,049	0.96%
Total Funds Expended	\$ 399,798,033	100.00%

# FY2018 Reversion to State

- Reversion \$987,509 (.26% of State Appropriation)



# FY2018 Balance Carry Forward



Balance Carry Forward:	
Institutions	\$ 66,352
CO-Admin	\$ 11,807
CO-Education	\$ 1,268,416
Community Based Corrections	\$ 4,869,213
Total Balance Carry Forward	\$ 6,215,788

	Department Revised Budget	Year to Date Actuals	Year to Date Percentage
<b>FTE Positions</b>			
Correctional Officer	1,371.00		
Total Staffing	3,661.73		
<b>Resources Available</b>			
04B Balance Brought Forward - Drug Forfeiture	-	90,008	---
04B Balance Brought Forward - Local Funds	5,174,271	5,084,264	98.26%
04B Balance Brought Forward - General Fund	583,152	583,152	100.00%
05A Appropriation	377,701,155	377,701,155	100.00%
--- Appropriation Transfer	-	-	---
--- Legislative Adjustments	(3,405,688)	(3,405,688)	100.00%
201R Federal Support	93,000	50,110	53.88%
202R Local Governments	1,218,188	1,312,798	107.77%
204R Intra State Receipts	757,117	723,603	95.57%
205R Reimbursement from Other Agencies	444,628	534,720	120.26%
234R Transfers - Other Agencies	984,014	1,126,556	114.49%
301R Interest	27,150	77,876	286.84%
401R Fees, Licenses & Permits	446,610	595,685	133.38%
401R Enrollment / Supervision Fees	4,749,004	4,685,913	98.67%
401R Sex Offender Fees	357,066	450,783	126.25%
401R IDAP / BEP Fees	676,861	817,774	120.82%
401R Other Client / Group Fees	55,695	70,634	126.82%
402R Tuition & Fees	-	-	---
501R Refunds & Reimbursements	411,100	463,709	112.80%
501R State Offender Rent	8,345,297	8,964,555	107.42%
501R Federal Bed Rent	5,722,365	5,029,225	87.89%
501R Federal UA Contract Reimbursements	176,928	194,771	110.08%
602R Sale of Equipment & Salvage	105	2,358	2245.35%
603R Rents & Leases	1,151,900	1,367,216	118.69%
604R Agricultural Sales	-	-	---
606R Other Sales & Services	-	-	---
701R Unearned Receipts	-	-	---
704R Miscellaneous	317,400	480,151	151.28%
<b>Total Resources Available</b>	<b>405,987,318</b>	<b>407,001,329.94</b>	<b>100.25%</b>
<b>Funds Expended and Encumbered</b>			
101 Personal Services-Salaries	336,657,765	318,579,059	94.63%
202 Personal Travel (In State)	496,108	409,731	82.59%
203 State Vehicle Operation	925,421	865,096	93.48%
204 Depreciation	818	1,681,848	205604.87%
205 Personal Travel (Out of State)	38,419	44,583	116.05%
301 Office Supplies	488,609	619,866	126.86%
302 Facility Maintenance Supplies	1,401,718	2,452,269	174.95%
303 Equipment Maintenance Supplies	760,183	903,720	118.88%
304 Professional & Scientific Supplies	1,021,448	1,498,876	146.74%
306 Housing & Subsistence Supplies	2,480,315	3,731,766	150.46%
307 Ag.Conservation & Horticulture Supply	33,015	68,328	206.96%
308 Other Supplies	658,971	1,076,807	163.41%
309 Printing & Binding	100	120	120.00%
310 Drugs & Biologicals	7,386,805	7,887,846	106.78%
311 Food	11,450,507	13,209,997	115.37%
312 Uniforms & Related Items	1,360,461	1,827,291	134.31%
313 Postage	55,852	99,776	178.64%
401 Communications	1,225,589	1,139,783	93.00%
402 Rentals	881,264	915,383	103.87%
403 Utilities	9,465,553	11,490,353	121.39%
405 Professional & Scientific Services	4,250,924	5,371,965	126.37%
406 Outside Services	7,815,682	5,852,878	74.89%
407 Intra-State Transfers	158	-	0.00%
408 Advertising & Publicity	12,977	35,450	273.17%
409 Outside Repairs/Service	1,475,967	2,051,759	139.01%
412 Auditor of State Reimbursements	600	773	128.75%
414 Reimbursement to Other Agencies	5,689,403	5,480,153	96.32%
416 ITD Reimbursements	1,228,723	1,265,024	102.95%
417 Worker's Compensation	8,500	195,926	2305.01%
418 IT Outside Services	2,073,205	2,075,749	100.12%
433 Transfers - Auditor of State	1,200	1,209	100.75%
434 Transfers - Other Agencies Services	67,096	104,770	156.15%
501 Equipment	430,011	1,839,283	427.73%
502 Office Equipment	17,545	40,441	230.50%
503 Equipment - Non-Inventory	363,707	1,050,685	288.88%
510 IT Equipment	1,340,500	2,100,418	156.69%
601 Claims	301	-	0.00%
602 Other Expense & Obligations	3,551,360	3,775,529	106.31%
701 Licenses	8,195	13,486	164.56%
702 Fees	115	850	739.13%
705 Refunds-Other	-	-	---
901 Capitals	177,610	39,184	22.06%
<b>Support Totals</b>	<b>68,644,935</b>	<b>81,218,973.37</b>	
--- Balance Carry Forward - Drug Forfeiture	-	-	---
--- Balance Carry Forward - Local Funds	684,618	4,869,213	711.23%
--- Balance Carry Forward - General Fund	-	1,346,576	---
--- Reversion	-	987,509	---
<b>Total</b>	<b>405,987,318</b>	<b>407,001,329.94</b>	<b>100.25%</b>
<b>Ending Balance</b>			
	-		

Iowa Department of Corrections  
FY 2019 Financial Status Reports  
Through the Period Ending September 2018

	Department Revised Budget	Actual Revenues and Expenditures	Encumbrances	Actual + Encumbrances	Percent (Actual of Budget)
<b>FTE Positions</b>					
Correctional Officer	1,384.00				
Total Staffing	2,574.08				
<b>Resources Available</b>					
04B Balance Brought Forward	1,346,574	1,346,575.86	-	1,346,575.86	1.00
05A Appropriation	290,624,041	290,624,041.48	-	290,624,041.48	1.00
--- Appropriation Transfer	-	-	-	-	---
--- Legislative Adjustments	(978,620)	(978,620.00)	-	(978,620.00)	1.00
201R Federal Support	-	-	-	-	---
202R Local Governments	216,000	27,043.12	-	27,043.12	0.13
204R Intra State Receipts	954,428	207,565.94	-	207,565.94	0.22
205R Reimbursement from Other Agencies	93,306	-	-	-	-
234R Transfers - Other Agencies	136,009	8,934.90	-	8,934.90	0.07
301R Interest	-	-	-	-	---
401R Fees, Licenses & Permits	467,440	96,988.13	-	96,988.13	0.21
501R Refunds & Reimbursements	457,100	135,523.02	-	135,523.02	0.30
602R Sale of Equipment & Salvage	105	106.00	-	106.00	1.01
603R Rents & Leases	1,247,400	108,468.48	-	108,468.48	0.09
604R Agricultural Sales	-	-	-	-	---
606R Other Sales & Services	-	-	-	-	---
701R Unearned Receipts	-	-	-	-	---
<b>Total Resources Available</b>	<b>294,563,783</b>	<b>291,576,626.93</b>		<b>291,576,626.93</b>	<b>0.99</b>
<b>Funds Expended and Encumbered</b>					
101 Personal Services-Salaries	231,912,535	47,456,082.28	-	47,456,082.28	0.20
202 Personal Travel (In State)	197,180	66,924.20	-	66,924.20	0.34
203 State Vehicle Operation	574,988	133,220.51	10,001.67	143,222.18	0.25
204 Depreciation	10,273	632.00	-	632.00	0.06
205 Personal Travel (Out of State)	27,729	20,342.31	-	20,342.31	0.73
301 Office Supplies	235,036	72,097.01	13,755.47	85,852.48	0.37
302 Facility Maintenance Supplies	1,529,999	312,169.55	136,209.10	448,378.65	0.29
303 Equipment Maintenance Supplies	955,305	183,060.01	408,614.65	591,674.66	0.62
304 Professional & Scientific Supplies	836,180	150,739.54	34,046.55	184,786.09	0.22
306 Housing & Subsistence Supplies	2,549,119	223,298.54	155,966.83	379,265.37	0.15
307 Ag,Conservation & Horticulture Supply	38,705	3,815.11	294.46	4,109.57	0.11
308 Other Supplies	758,585	124,687.96	102,792.27	227,480.23	0.30
309 Printing & Binding	125	-	24,572.85	24,572.85	196.58
310 Drugs & Biologicals	7,843,927	1,311,687.75	-	1,311,687.75	0.17
311 Food	10,545,214	1,749,475.23	330,781.97	2,080,257.20	0.20
312 Uniforms & Related Items	1,646,275	185,217.31	183,420.30	368,637.61	0.22
313 Postage	60,602	(557.51)	-	(557.51)	(0.01)
401 Communications	619,906	103,735.14	10,192.70	113,927.84	0.18
402 Rentals	93,870	18,718.36	867.95	19,586.31	0.21
403 Utilities	9,675,481	1,993,855.34	520,733.87	2,514,589.21	0.26
405 Professional & Scientific Services	2,215,566	331,082.78	165,697.24	496,780.02	0.22
406 Outside Services	7,637,566	487,331.78	43,736.96	531,068.74	0.07
407 Intra-State Transfers	256	-	-	-	-
408 Advertising & Publicity	12,101	4,570.91	-	4,570.91	0.38
409 Outside Repairs/Service	1,201,302	285,791.12	104,222.75	390,013.87	0.32
412 Auditor of State Reimbursements	-	-	-	-	---
414 Reimbursement to Other Agencies	5,268,402	4,095,682.04	36,200.00	4,131,882.04	0.78
416 ITD Reimbursements	1,000,216	391,659.46	5,400.00	397,059.46	0.40
417 Worker's Compensation	-	-	-	-	---
418 IT Outside Services	2,075,705	391,315.35	-	391,315.35	0.19
419 Intra Agency Reimbursement	-	250.00	-	250.00	---
433 Transfers - Auditor of State	1,199	-	-	-	-
434 Transfers - Other Agencies Services	92,272	308,920.91	-	308,920.91	3.35
501 Equipment	68,625	78,718.22	194,173.98	272,892.20	3.98
502 Office Equipment	22,545	5,974.00	-	5,974.00	0.26
503 Equipment - Non-Inventory	182,692	74,181.01	28,401.98	102,582.99	0.56
510 IT Equipment	796,769	420,695.22	60,304.84	481,000.06	0.60
601 Claims	301	-	-	-	-
602 Other Expense & Obligations	3,274,020	615,466.76	132,696.75	748,163.51	0.23
701 Licenses	12,526	2,331.55	20.60	2,352.15	0.19
702 Fees	115	-	-	-	-
705 Refunds-Other	-	-	-	-	---
901 Capitals	100	-	-	-	-
--- Balance Carry Forward	590,471	-	-	-	-
--- Reversion	-	-	-	-	---
<b>Total Expenses and Encumbrances</b>	<b>294,563,783</b>	<b>61,603,171.75</b>	<b>2,703,105.74</b>	<b>64,306,277.49</b>	<b>0.22</b>
<b>Ending Balance</b>				<b>227,270,349.44</b>	

KIM REYNOLDS, GOVERNOR  
ADAM GREGG, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS  
JERRY W. BARTRUFF, DIRECTOR

**904.508 Property of inmate — inmate savings fund.**

1. The superintendent of each institution shall receive and care for any property an inmate may possess on the inmate's person upon entering the institution, and on the discharge of the inmate, return the property to the inmate or the inmate's legal representatives, unless the property has been previously disposed of according to the inmate's written designation or policies prescribed by the board. The superintendent may place an inmate's money at interest, keeping an account of the money and returning the remaining money upon discharge.

2. Pursuant to section 904.702, the director shall establish and maintain an inmate savings fund in an interest-bearing account for the deposit of all or part of an inmate's allowances and amounts, except amounts directed to be deposited in the inmate telephone fund established in section 904.508A, sent to the inmate from a source other than the department. All or part of an inmate's allowances and amounts, except amounts directed to be deposited in the inmate telephone fund established in section 904.508A, from a source other than the department shall be deposited into the savings fund, until the inmate's deposit is equal to one hundred dollars as provided in section 906.9. If an inmate's deposits are equal to or in excess of one hundred dollars, the inmate may voluntarily withdraw from the savings fund.

The director shall notify the inmate of this right to withdraw and shall provide the inmate with a written request form to facilitate the withdrawal. If the inmate withdraws and the inmate's deposits exceed the amount due as provided in section 906.9, the director shall disburse the excess amount as provided for allowances under section 904.702, except the director shall not deposit the excess amount in the inmate savings fund. If the inmate chooses to continue to participate in the savings fund, the inmate's deposits shall be returned to the inmate upon discharge, parole, or placement on work release. Otherwise, the inmate's deposits shall be disposed of as provided in subsection 3. An inmate's deposits into the savings fund may be used to provide the money due the inmate upon discharge, parole, or placement on work release, as required under section 906.9. Interest earned from the savings fund shall be placed in a separate account, and may be used for purchases approved by the director to directly and collectively benefit inmates.

3. Upon the death of an inmate, the superintendent of the institution shall immediately take possession of the decedent's property left at the institution, including the inmate's deposits into the inmate savings fund, and **after deducting expenses incurred in disposing of the decedent's body or property** shall deliver the property to the person designated by the inmate to be contacted in case of an emergency. However, if the property left by the decedent cannot be delivered to the designated person, delivery may be made to the surviving spouse or an heir of the decedent. If the decedent's property cannot be delivered to the designated person and no surviving spouse or heir is known, the superintendent shall deliver the property to the treasurer of state for

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disposition as unclaimed property pursuant to chapter 556, after deducting expenses incurred in disposing of the decedent's body or property.

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**Iowa Code 218.92 Patients with dangerous mental disturbances.**

When a patient in a state resource center for persons with an intellectual disability, a state mental health institute, or another institution under the administration of the department of human services has become so mentally disturbed as to constitute a danger to self, to other patients or staff of the institution, or to the public, and the institution cannot provide adequate security, the administrator in charge of the institution, with the consent of the director of the Iowa department of corrections, may order the patient to be transferred to the Iowa medical and classification center, if the superintendent of the institution from which the patient is to be transferred, with the support of a majority of the medical staff, recommends the transfer in the interest of the patient, other patients, or the public. If the patient transferred was hospitalized pursuant to [sections 229.6 to 229.15](#), the transfer shall be promptly reported to the court that ordered the hospitalization of the patient, as required by [section 229.15, subsection 5](#). The Iowa medical and classification center has the same rights, duties, and responsibilities with respect to the patient as the institution from which the patient was transferred had while the patient was hospitalized in the institution. The cost of the transfer shall be paid from the funds of the institution from which the transfer is made.

**Iowa Code 226.30 Transfer of dangerous patients.**

When a patient of any hospital for persons with mental illness becomes incorrigible, and unmanageable to such an extent that the patient is dangerous to the safety of others in the hospital, the administrator, [with the consent of the director of the Iowa department of corrections](#), may apply in writing to the district court or to any judge thereof, of the county in which the hospital is situated, for an order to transfer the patient to the Iowa medical and classification center and if the order is granted the patient shall be so transferred. The county attorney of the county shall appear in support of the application on behalf of the administrator.



House File 2395 - Introduced

HOUSE FILE 2395

BY COMMITTEE ON PUBLIC SAFETY

(SUCCESSOR TO HSB 618)

A BILL FOR

1 An Act relating to the criminal elements and penalties for  
2 the commission of sexual misconduct with offenders and  
3 juveniles, and including effective date provisions.  
4 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

1 Section 1. Section 709.16, Code 2018, is amended to read as  
2 follows:

3 709.16 Sexual misconduct with offenders and juveniles.

4 1. a. Any peace officer, or an officer, employee,  
5 contractor, vendor, volunteer, or agent of the department of  
6 corrections, ~~or an officer, employee, or agent of a judicial~~  
7 ~~district department of correctional services,~~ who engages in  
8 a sex act with an individual committed to the custody of the  
9 department of corrections ~~or a judicial district department of~~  
10 ~~correctional services,~~ with specific and actual knowledge the  
11 person is committed to the custody of the department, commits  
12 an aggravated misdemeanor a class "D" felony.

13 b. An officer, employee, or agent of a judicial district  
14 department of correctional services who engages in a sex act  
15 with an individual under supervision of a judicial district  
16 department of correctional services, with specific and actual  
17 knowledge the person is under supervision, commits a class "D"  
18 felony.

19 2. a. Any peace officer, or an officer, employee,  
20 contractor, vendor, volunteer, or agent of a juvenile placement  
21 facility who engages in a sex act with a juvenile placed at  
22 such facility commits ~~an aggravated misdemeanor~~ a class "D"  
23 felony.

24 b. For purposes of this subsection, a "*juvenile placement*  
25 *facility*" means any of the following:

26 (1) A child foster care facility licensed under section  
27 237.4.

28 (2) Institutions controlled by the department of human  
29 services listed in section 218.1.

30 (3) Juvenile detention and juvenile shelter care homes  
31 approved under section 232.142.

32 (4) Psychiatric medical institutions for children licensed  
33 under chapter 135H.

34 (5) Facilities for the treatment of persons with  
35 substance-related disorders as defined in section 125.2.



3. Any peace officer, or an officer, employee, contractor,  
vendor, volunteer, or agent of a county who engages in a sex  
act with a prisoner incarcerated in a county jail or municipal  
holding facility, with specific and actual knowledge the person  
is incarcerated, commits an ~~aggravated misdemeanor~~ a class "D"  
felony.

7     Sec. 2.   EFFECTIVE DATE.   This Act takes effect January 1,  
8 2019.

### EXPLANATION

10 The inclusion of this explanation does not constitute agreement with  
11 the explanation's substance by the members of the general assembly.

12 This bill relates to the criminal elements and penalties  
13 for the commission of sexual misconduct with offenders and  
14 juveniles.

15 The bill raises the criminal penalty from an aggravated  
16 misdemeanor to a class "D" felony for a peace officer,  
17 officer, employee, contractor, vendor, volunteer, or agent  
18 of the department of corrections who engages in a sex act  
19 with an inmate committed to the custody of the department of  
20 corrections, if such a person has specific and actual knowledge  
21 the inmate is committed to the custody of the department.

22 The bill raises the criminal penalty from an aggravated  
23 misdemeanor to a class "D" felony for an officer, employee,  
24 or agent of a judicial district department of correctional  
25 services who engages in a sex act with an individual under  
26 supervision of a judicial district department, with specific  
27 and actual knowledge the person is under supervision.

28 The bill raises the criminal penalty from an aggravated  
29 misdemeanor to a class "D" felony for a peace officer, officer,  
30 employee, contractor, vendor, volunteer, or agent of a juvenile  
31 placement facility who engages in a sex act with a juvenile  
32 placed at such a facility.

33 The bill also raises the criminal penalty from an aggravated  
34 misdemeanor to a class "D" felony for a peace officer, officer,  
35 employee, contractor, vendor, volunteer, or agent of a county

1 who engages in a sex act with a prisoner incarcerated in a  
2 county jail or municipal holding facility, if such a person has  
3 specific and actual knowledge the inmate is incarcerated.

4 An aggravated misdemeanor is punishable by confinement for  
5 no more than two years and a fine of at least \$625 but not more  
6 than \$6,250. A class "D" felony is punishable by confinement  
7 for no more than five years and a fine of at least \$750 but not  
8 more than \$7,500.

9 A person who violates the bill is also subject to a special  
10 sentence under Code section 903B.2. A special sentence is a  
11 punishment in addition to the punishment for the underlying  
12 criminal offense by committing the person into the custody of  
13 the director of the Iowa department of corrections for a period  
14 of 10 years. A person serving a special sentence begins the  
15 sentence as if on parole or work release but the sentence is  
16 subject to a revocation of release for up to two years for a  
17 first revocation and five years for any second or subsequent  
18 revocation.

19 The bill takes effect January 1, 2019.



<b>STATE OF IOWA</b> <b>DEPARTMENT OF CORRECTIONS</b>  <b>POLICY</b> <b>AND PROCEDURES</b>		Policy Number  AD-GA-23	Applicability <input checked="" type="checkbox"/> DOC <input checked="" type="checkbox"/> CBC
		Policy Code  Public Access	Iowa Code Reference  N/A
Chapter 1  ADMINISTRATION & MANAGEMENT	Sub Chapter  GENERAL ADMINISTRATION	Related DOC Policies  AD-GA-01 IO-RD-01 IO-RD-02 IO-RD-03	Administrative Code Reference  N/A
Subject  RACIAL DISPARITY		ACA Standards  N/A	Responsibility  Michael Savala Steve Dick
		Effective Date  October 2018	Authority

## I. PURPOSE

The purpose of this policy is to address issues of disparity and to ensure respect and fair treatment by implementing correctional procedures and practices that rely on equitable and relevant criteria rather than on the basis of an individual's identity.

## II. POLICY

It is the policy of the Iowa Department of Corrections (DOC), both for Institutions and Community Based Corrections (CBC) to respond to and mitigate racial disparities so as to practice fair and equitable distribution of benefits and burdens in the assignment of incarcerated individuals/clients to custody levels, institutional/residential jobs, vocational program opportunities, preparation and support for parole/work release and community based supervision and programming. It is the responsibility of the department to provide an environment for incarcerated individuals/clients that is free from harassment or disparate treatment based on their race, color, or national origin. Moreover, it is our policy

that any administrative processes associated with custody and classification, discipline and grievances are conducted fairly, and that decisions are not influenced by stereotypes or bias based on race, color or national origin. The Department shall provide ongoing staff education and training, monitoring, and auditing systems to provide continuous quality improvement and compliance with all provisions of this policy. Likewise, the Department shall develop programs to help incarcerated individuals/clients work and live together regardless of their identity and backgrounds. The goal is to deliver supportive services based on equality and respect for all individuals. All DOC/CBC staff, volunteers and contractors shall adhere to this policy.

### III. DEFINITIONS

- A. Classification - A comprehensive process of an incarcerated individual/client assessment, placement, and management designed to optimize public safety, allows the most efficient use of correctional resources, optimize safe and orderly operations, and addresses incarcerated individual/client needs.
- B. Custody Level - An assessment of an incarcerated individuals/clients threat to institutional safety and security that determines the level of supervision, circumstances of program or job assignment(s), and the requirements for escort and restraints during movement inside as well as outside the institution/facility.
- C. Grievance Process - A formal written complainant process using established procedures in **IS-OR-06, *Incarcerated Individuals/Client Grievance Procedures***, filed by an incarcerated individual/client.
- D. Discipline - System for governing an incarcerated individual/client conduct that specifies prohibited acts and the penalties that may be imposed, if institutional or CBC rules are violated.
- E. Institutional/Residential Job - Assignment of an incarcerated individual/client to a particular work or task for which he/she is compensated monetarily or otherwise, or is not compensated in any way.
- F. Racial Disparity - Disparate treatment influenced by stereotypes or bias based on race, color or national origin.

### IV. PROCEDURES

- A. Leadership in Central Office, Institutions, and CBC shall be responsible for ensuring that this Racial Disparity Policy is fully and consistently implemented.

B. Periodic reviews in the aggregate, as well as of individual cases, shall be made by the Diversity/Disparity Committee to oversee that policies are implemented in a manner that does not result in disparate treatment or effects based on race, color or national origin. These reviews shall strive to minimize and discourage that one group of incarcerated individuals/clients does not bear a disproportionate burden in the areas outlined in this policy.

C. Classification

1. Each incarcerated individual/client under the custody or purview of the Department shall be classified/assessed to the most appropriate assignment for security supervision, and re-entry/treatment needs to promote safety and security and to prepare the individual for success in the community.
2. The classification system shall consider objective risk factors associated with future conduct and management, and thus, help to identify the types and level of risk likely to be presented by the incarcerated individual/client.
3. The classification methods employed should aim to eliminate disparities based on race, color and national origin. Thus, factors to be considered and reviewed may include, but are not limited to:
  - a. The individual's current and prior criminal history,
  - b. Escape history,
  - c. History of disciplinary behavior,
  - d. Demonstrated current involvement with a security threat group,
  - e. Current age.
4. When monitoring procedures outlined in this policy identify disparities in the incarcerated individual/client classification process, steps shall be taken to mitigate those disparities as much as possible without negatively impacting safety and security.

#### D. Housing Assignments

Assignment of an incarcerated individual/client to an institution or residential facility, shall be made on the basis of criteria that is validated and dynamic, and reflects an incarcerated individual's/client's security and custody levels, as well as any special need (e.g., medical, mental health, physical health, ability, safety, etc.)

#### E. Work Assignments

1. All incarcerated individual/client job assignments shall be made consistent with the need to promote racial equality.
2. The process of assigning incarcerated individuals/clients to jobs shall rely on objective criteria that takes into consideration their abilities and rehabilitative/re-entry needs as well as any risk to safety and security.
3. Consideration shall be given to the skills needed for jobs, including, but not limited to, academic level, and vocational skills, in addition to physical and medical requirements.
4. Job assignments shall include a variety of work that affords incarcerated individuals/clients an opportunity to earn wages, learn job skills, develop good work habits, and/or foster positive attitudes that may be applied after release. These opportunities may include: community based work opportunities, correctional industries, institutional maintenance, institutional support, public works, and work in the community based upon eligibility requirements.

#### F. Program Assignments

1. All program assignments shall be made in accordance with the needs of incarcerated individuals/clients, the programs, and the facility. The assignments shall further be based on reasonable, objective criteria that reflect incarcerated individual's/clients abilities and security/risk levels.
2. Assignments shall be made on identified criteria that are relevant to the program.
3. Assignment of an incarcerated individual/client to a specific program shall be based on a current objective assessment of the incarcerated

individual's/client's rehabilitative/re-entry needs, risks, and the specific goals of the program or service.

4. While risk to safety and security as well as an incarcerated individual's/client's medical and mental health needs may direct the structure and/or setting for the program delivery, all program assignments shall be made in accordance with individual and program needs, and tailored, to the extent possible, to enable the participation of a diverse group of incarcerated individuals.

#### G. Discipline

1. The IDOC provides for the orderly conduct of incarcerated individuals/clients through the Disciplinary processes established in IDOC Policies **IO-RD-01**, *Overview and Philosophy of Incarcerated Individual/Client Discipline*, **IO-RD-02**, *Informal Corrective Action and Minor Disciplinary Reports* and **IO-RD-03**, *Major Discipline Report Procedures* which define acts of misconduct, the process for adjudicating allegations of misconduct, and the sanctions for misconduct.
2. Disciplinary actions are based on credible evidence of misconduct, and shall be timely, impartial and consistent across all incarcerated individuals/clients.
3. Sanctions are proportionate to the severity of the offense and the incarcerated individual's/client's disciplinary record.
4. Disciplinary actions are intended to change behavior, teach consequence(s) of the misconduct, enforce staff authority, and maintain safety, security, and order. Disciplinary rules aim to engender a climate of respect among both staff and incarcerated individuals/clients.

#### H. Grievances

1. It is the Department's policy to maintain a written grievance process that is available to all incarcerated individuals/clients without regard to their race, color or national origin.
2. All incarcerated individuals/clients shall have the opportunity to attempt to resolve issues and/or incidents in an informal setting prior to utilizing the formal grievance process as well as access to appeal.

3. All incarcerated individuals/clients are entitled to invoke this grievance procedure for a broad range of complaints including, but not limited to:
  - a. Policies and procedures that affect the incarcerated individual/client;
  - b. Actions by employees, volunteers, contract employees and/or other incarcerated individuals/clients;
  - c. Incidents or conditions occurring within the corrections system that affect the incarcerated individual/client personally; and/or
  - d. Issues relating to health care and other concerns.
4. All grievances shall be processed and reviewed according to the written grievance procedures as outlined in IDOC Policy **IO-OR-06**, *Incarcerated Individual/Client Grievance Procedures* or local policy for CBC.
5. The Diversity/Disparity Committee shall periodically review all incarcerated individual/client grievances considered to be discriminatory due to race, color, or national origin to minimize and address immediately, any known disparate treatment occurring based on the identity of the incarcerated individual/client.

#### I. Monitoring

1. IDOC will work in partnership with Wardens and District Directors to ensure all new IDOC employees read and sign off on the disparity policy and that all employees are responsible for reviewing and understanding the policy as well as completing annual diversity training as assigned by institution and CBC guidelines. This includes tracking and addressing compliance with the components delineated in this policy regarding the racial categories of: White, African American, Hispanic, Asian, and Other.
2. If the components data suggests racial disparity greater than 20 percent from the relevant distribution within the facility or district, a review of its practices shall be done to assess potential disparities. If racial disparity is identified, a compliance report shall include an action plan to address and eliminate the disparity.



3. The following data will be compiled annually for review:
- a. Classification: Distribution of incarcerated individuals/clients by race for custody, administrative segregation status, risk level, probation/parole revocations, support for parole vs. work release, and protective custody statuses.
  - b. Work Assignments: Distribution of incarcerated individuals/clients by race per job assignment category within the institution/facility.
  - c. Intervention Programs/Intervention Assignments: Distribution of incarcerated individuals/clients by race per category provided at the institution/facility.
  - d. Educational Services (Vocational, Apprenticeships, and Education): Distribution of incarcerated individuals/clients by race per program type provided at the institution/facility.
  - e. Discipline: Total number of disciplinary reports broken out by race and type of infraction.
  - f. Grievances: Total number of formal grievances submitted; and broken out by race and grievance type, i.e., property, food services, commissary, medical, etc.
  - g. Violations/Contact Standards: Total number of technical violations, use of contempt, overrides, electronic monitoring, contact standards.
  - h. Training and Development: Number of staff, contractors and volunteers who completed the diversity training prior to independently commencing a job assignment. Number of employees, contractors, and volunteers who signed off on the policy during the intake/orientation. Number of staff who completed the annual diversity training as required.
  - i. Hiring, promotion, and termination of staff: Number of persons of color hired vs. applicants; number of persons of color promoted/position grade; and number of persons of color terminated/reason code.



J. Review

The State-wide Diversity/Disparity Advisory Board shall conduct an annual department-wide review of compliance with the respective components of this policy using the Racial Disparity Assessment Instrument (see Appendix A) and submit an annual report to the Director.