

Annual Report

Fiscal Year 2004

(July 1, 2003 - June 30, 2004)

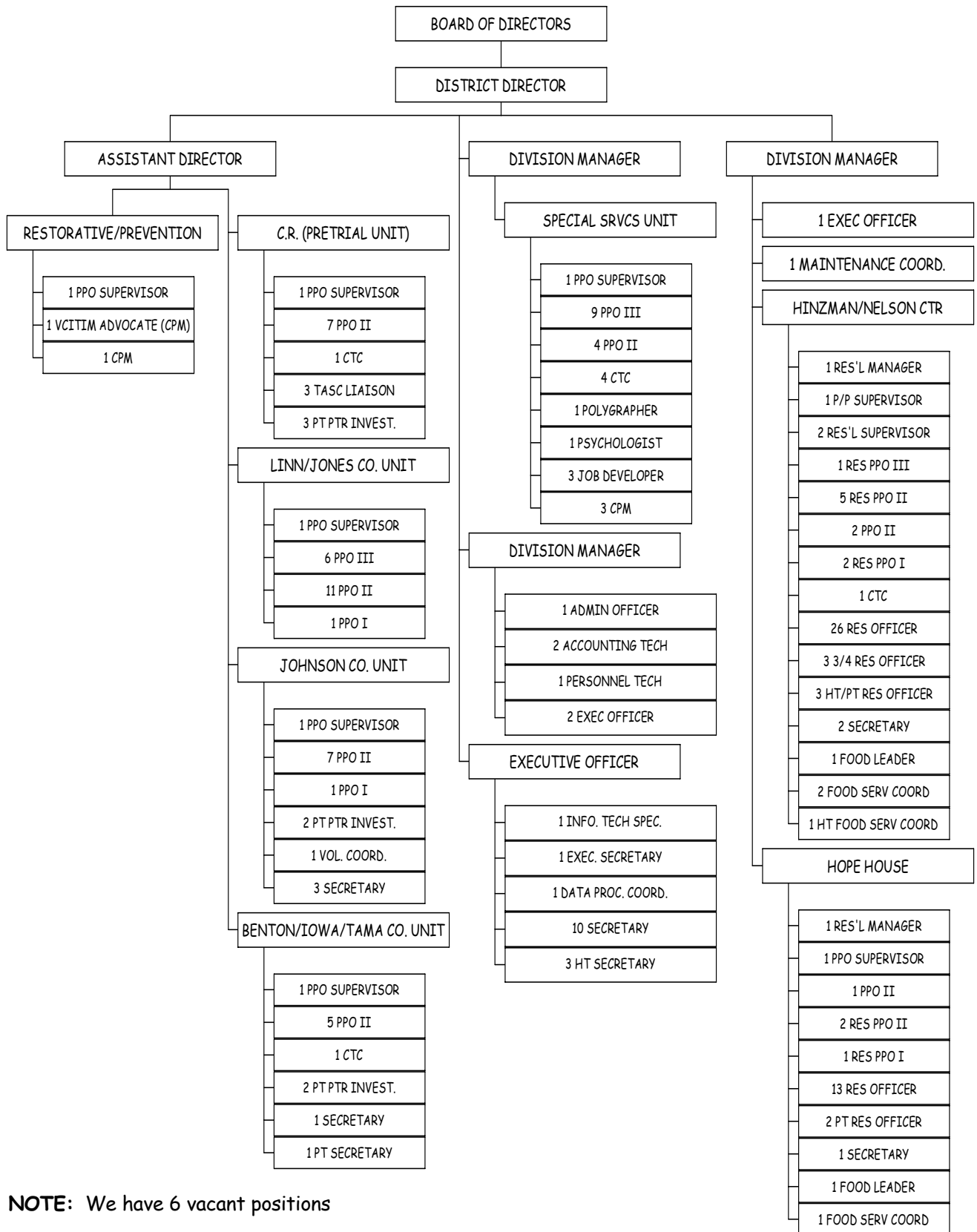
Submitted by:
Gerald R. Hinzman, District Director

On-line @ www.iowacbc.org

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES
TABLE OF CONTENTS**

Table of Organization	2
Financial Reports	3
Department Committees	5
Board of Director Proceedings	8
Field Services/Special Programs	
Statistical Overview	9
Pretrial Interviews/Release With Supervision	10
Presentence Investigation.....	11
Probation	12
Self-Supervised Probation	12
Monitoring & Maintenance (MMP)	12
Parole	13
Intensive Supervision	13
Sex Offender Program	13
Interstate Compact.....	14
Federal Home Confinement.....	14
High Risk Unit.....	14
Batterer’s Education Program.....	15
Treatment Accountability for Safer Communities (TASC).....	15
Substance Abuse Evaluation Program (SAEP)	15
Electronic Monitoring.....	16
Mental Health Re-Entry Program.....	17
Psychologist	18
Victim Programming.....	19
Community Service & Volunteer Programs.....	21
Workforce Development	24
Residential Supervision.....	26

TABLE OF ORGANIZATION
Sixth Judicial District Department of Correctional Services
July 2004



NOTE: We have 6 vacant positions

FINANCIAL

Iowa Department of Corrections
CBC Reports
Actual Revenue Summary

REVENUE		TOTAL GF (POS)	TOTAL LOCAL FED OTHER	GRAND TOTAL
01	Balance Forward	-	-	-
05	Appropriation	9,915,368.00	-	9,915,368.00
05	Salary Adjustment	-	-	-
05	De-appropriation	-	-	-
05	Re-Allocation	-	-	-
05	Sex Offender Transfer	-	-	-
05	Workers Compensation	-	-	-
201	Federal Grants	-	-	-
202	Local Gov't (County Agreements)	-	-	-
204	Intra-State Transfers	-	-	-
205	Federal Pass-Through	-	707,134.00	707,134.00
301	Interest	-	27,786.00	27,786.00
401	Enrollment Fees	-	572,437.00	572,437.00
402	Fees & Licenses	-	-	-
501	Miscellaneous Revenue	-	1,332,620.00	1,332,620.00
704	Other Revenue	-	202,606.41	202,606.41
TOTAL REVENUE		9,915,368.00	2,842,583.41	12,757,951.41

FINANCIAL – continued

Iowa Department of Corrections
 CBC Reports
 Actual Expenditure Summary

EXPENDITURES		TOTAL GF (POS)	TOTAL LOCAL FED OTHER	GRAND TOTAL
101	Personal Services	9,915,368.00	976,736.88	10,892,104.88
202	Personal In-State Travel	-	16,799.97	16,799.97
203	Vehicle Operation	-	46,581.55	46,581.55
205	Personal Out-State Travel	-	-	-
301	Office Supplies	-	72,911.65	72,911.65
302	Facility Maint. Supplies	-	17,513.05	17,513.05
304	Prof. & Scientific Supplies	-	34,933.46	34,933.46
306	House/Sub. Supplies	-	54,984.10	54,984.10
308	Other Supplies	-	19,326.66	19,326.66
311	Food	-	290,325.76	290,325.76
401	Communications	-	81,068.80	81,068.80
402	Rental	-	73,932.04	73,932.04
403	Utilities	-	149,381.68	149,381.68
405	Prof. & Scientific Services	-	204,924.14	204,924.14
406	Outside Services	-	162,221.74	162,221.74
407	Intra-State Transfers	-	-	-
408	Advertising & Publicity	-	1,532.59	1,532.59
409	Outside Repairs	-	24,931.97	24,931.97
412	Auditor Reimbursement	-	-	-
414	Reimb. to Other Agencies	-	19,091.56	19,091.56
416	ITS Reimbursement (Data Proc)	-	56,606.27	56,606.27
417	Workers Compensation	-	30,078.00	30,078.00
501	Equipment	-	58,593.24	58,593.24
502	Office Equipment	-	-	-
503	Non-Inventory Equipment	-	21,042.65	21,042.65
504	DP Inventory Equipment	-	5,318.00	5,318.00
505	DP Non-Inventory Equipment	-	134,357.95	134,357.95
601	Claims	-	-	-
602	Other Expenses	-	59,317.20	59,317.20
604	Securities	-	230,072.50	230,072.50
803	Aid to Individuals	-	-	-
901	Capitals	-	-	-
TOTAL EXPENDITURES		9,915,368.00	2,842,583.41	12,757,951.41

THIS SHOULD TIE OUT TO APPROPRIATION LESS ANY REVERSION AMOUNT 410 IS NOT AVAILABLE ON THE SYSTEM. USE 416 INSTEAD.

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

**BOARD OF DIRECTORS
(Established in 1978)**

APPOINTED 2005

- Richard Wenzel, Chair, Judicial Appointee
 - Ken Popenhagen, First Vice Chair, Northern Advisory, Citizen Appointee
 - Dave Vermedahl, representing Benton County
 - Ray Garringer, representing Iowa County
 - Pat Harney, representing Johnson County
 - Joe Cruise, representing Jones County
 - Jim Houser, representing Linn County
 - Keith Sash, representing Tama County
 - Judy Hartig, Client Services Advisory, Citizen Appointee
 - John Stratton, Southern Advisory, Citizen Appointee
 - W. F. (Fred) Mims, Judicial Appointee
 - Jan Kazimour, Judicial Appointee
 - Steve Ovel, Judicial Appointee
 - Donald Zeller, Law Enforcement Advisory
-

**NORTHERN ADVISORY COMMITTEE
(Established in 1978)**

- Ken Popenhagen, Chair, Benton County Sheriff
- Bill McCusker, Vice Chair, Public Relations Consultant
- Nancy Evans, Citizen
- LaVerne Flagel, Rinderknecht Associates, Inc.
- Jan Kazimour, CEO, RFK Transportation, Inc.
- Julie Myers, Mid-American Housing Project
- Susan Spivey, Hamilton College
- Hassan Igram, Cedar Graphics, Inc.

- Members of the Executive Committee
- Member of the Board of Directors

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

**SOUTHERN ADVISORY COMMITTEE
(Established in 1978)**

Haywood Belle, Chair, private business

- John Stratton, Vice Chair, Retired Criminology Professor

Dale Helling, City of Iowa City

Tom Widmer, Iowa City Police Department

John Neff, University of Iowa

Ann Bovbjerg, community volunteer

**CLIENT SERVICES ADVISORY COMMITTEE
(Established in 1995)**

- Judy Hartig, Chair, Mental Health Law Advocate

Cindy Reed, Vice Chair, St. Luke's Hospital

John Garringer, Executive Director, ASAC

Sue Blome, Abbe Center for Community Mental Health

Art Schut/Fonda Frazier, MECCA

- John Stratton, Retired Criminology Professor

Craig Wood, Linn County Services for People with Disabilities

Ro Foege, School Social Worker & State Representative

Ben Kahn, MBC of Iowa

Mary Williams, Benton County Social Service

John Spence, Executive Officer, IMCC

Shawn Stepp, Sedlacek Treatment Center

**LAW ENFORCEMENT ADVISORY COMMITTEE
(Established in 2001)**

- Donald Zeller, Chair, Linn County Sheriff

Steve Badger, U.S. Attorney's Office

Barry Bedford, Chief of Police, Coralville

Harry Daugherty, Chief of Police, Marion

Ray Garringer, Williamsburg Police Dept.

Charles Green, Director, U of I, Public Safety

Michael Klappholz, Chief of Police, Cedar Rapids

Ralph Winkelhake, Chief of Police, Iowa City

- Members of the Executive Committee

- Member of the Board of Directors

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

**INTERNATIONAL ADVISORY BOARD – LIVING LABORATORY
(Established in 1999)**

Peter Kinziger, Executive Director, International Community Corrections Association, LaCrosse, WI

Mario Papanozzi, Associate Professor, University of North Carolina, Pembroke, NC

George Keiser, Chief, Community Corrections, National Institute of Corrections, Washington D.C.

Don Andrews, Ph.D., Isle of Palms, SC

Ed Latessa, Ph.D., University of Cincinnati, Cincinnati, OH

Dan Richard Beto, Director, Corr'l Mgmt Institute-Texas, Sam Houston State University, Huntsville, TX

Carl Wicklund, Executive Director, Center for Law and Justice, Lexington, KY

Larry Brimeyer, Deputy Director, Iowa Dept of Corrections, Cedar Rapids, IA

Dr. Anne Helene Skinstad, College of Public Health, University of Iowa, Iowa City, IA

Dan Craig, District Director, 1st Judicial District Dept of Correctional Services, Waterloo, IA

Gerald Hinzman, District Director, 6th Judicial District Dept of Correctional Services, Cedar Rapids, IA

Patricia Van Voorhis, University of Cincinnati, Department of Criminal Justice, Cincinnati, OH

James Bonta, Ph.D., Director, Corrections Research, Solicitor General Canada, Ottawa, Ontario

Cheryl A. Crawford, Deputy Director, Office of Development & Communications, Nat'l Institute of Justice, U.S. Department of Justice, Washington, D.C.

Anne Seymour, Criminal Justice & Victimology Consultant, Washington, D.C.

Gary Sherzan, District Director, 5th Judicial District Dept of Correctional Services, Des Moines, IA

Stephen Arndt, Iowa Consortium for Substance Abuse/Evaluation, Iowa City, IA

Don Evans, Canadian Training Institute, Toronto, Canada

Diane Williams, President/CEO, Safer Foundation, Chicago, IL

Tracy Gunter, University of Iowa Psychiatry Research, Iowa City, IA

Debbie Mukamal, Co-Director, National H.I.R.E. Network, New York City, NY

Curt Campbell, District Director, 8th Judicial District Dept of Correctional Services, Fairfield, IA

12/4/03 (revised)

**SIXTH JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES**

**SUMMARY OF BOARD PROCEEDINGS
(July 1, 2003 – June 30, 2004)**

In July 2003, the Board approved moving a Residential Supervisor position to a Field Services Supervisor position on the Sixth Judicial District's Table of Organization.

In September 2003, the Board was introduced to Bruce Kittle, who is a new Field Services Supervisor in the District. He is overseeing all restorative programs in the District.

In September 2003, the Board approved the Warranty Deed for .78 acres of land, Lot 1, Schwitters Eighth Addition, from Sixth Judicial District to CCIA.

In October 2003, the Board ratified and confirmed the Executive Committee action and approved the Sixth Judicial District participation as a Charter Agency.

In November, 2003, the Board was informed that Oakhill Jackson has opened a neighborhood center in Cedar Rapids. We have been provided keys, and will be assigning staff to provide support to that neighborhood project.

In November 2003, the Board was informed that we have received a ruling from Iowa Supreme Court, upholding our position that the sentencing court cannot waive the supervision fee.

In January 2004, the Board was informed that CCIA has contracted with a grant writer to take over some of these duties due to a staff resignation, and the District has hired a fulltime Executive Officer/Fund Developer, Kristine Chiafos.

In January 2004, the Board was informed that the PPO Supervisor I position in Corrections is being eliminated and there is now a general class of PPO Supervisor.

In February 2004, the Board was informed of the WARN Program which is part of Partnership For Safe Neighborhoods grant, working in conjunction with US Attorneys office and local law enforcement involving clients in our "top 25" and the "reentry program".

In March 2004, the Board was informed that IDOP will be taking 8 of our vacant positions away from us, as they have been vacant for more than a year.

In March 2004, the Board was informed on the Pretrial Mental Health Program and that we are developing this through a 28E Agreement with Linn County. Abbe will provide one staff member to do assessments at the jail; we posted for one PPO to supervise individuals released from jail for this program, which was filled by internal transfer.

In June 2004, the Board was informed that we will be holding a staff recognition event on in honor of National Probation, Parole and Community Corrections Officers' Week as part of Director Maynard's plan to hold employee recognition events at least quarterly and that several new awards will be established, along with the development of a local committee working on a plan to give employees more involvement in nomination and selection process.

In June 2004, the Board was informed that due to loss of grant funding one staff in Johnson County is being laid off effective July 1, 2004.

In June 2004, the Board approved the Administrative Fee. This fee will be paid to the CCIA. CCIA will contract with Sixth Judicial District for services that will be paid for by these fees.

In June 2004, the Board was shown the Iowa Department of Corrections flag which will be flown at the Cedar Rapids location on a new flag pole along with US and State flag.

SIXTH JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES
Statistical Overview

	FY 2002	FY 2003	FY 2004
PRETRIAL INTERVIEWS			
# of Interviews Conducted	3,279	3,380	3,230
RELEASE WITH SUPERVISION			
# of New Cases	765	789	688
End of Year Cases	249	281	215
PRESENTENCE INVESTIGATIONS			
# of PSI's Completed	706	729	780
PROBATION			
# of New Cases	1,013	1,041	1,125
End of Year Cases	1,894	1,816	1,834
SELF-SUPERVISED PROBATION			
# of New Cases	1,570	1,610	1,569
MONITORING & MAINTENANCE (MMP)			
# of Referrals Made			36
PAROLE			
# of New Cases	210	232	212
End of Year Cases	234	237	220
INTENSIVE SUPERVISION			
# of New Cases	206	293	245
End of Year Cases	160	193	169
SEX OFFENDER PROGRAM			
# of New Cases	47	53	57
# of Plethysmographs	28	15	16
# of Polygraphs	104	102	89
INTERSTATE COMPACT			
# of New Cases	60	38	43
End of Year Cases	111	109	158
FEDERAL HOME CONFINEMENT			
# of New Cases	8	10	9
BATTERER'S EDUCATION PROGRAM			
# of Referrals Made	569	546	395
TREATMENT ALTERNATIVES FOR SAFER COMMUNITIES (TASC)			
# of Referrals Made	414	384	360
SUBSTANCE ABUSE EVALUATION PROGRAM (SAEP)			
# Assessments Completed	531	463	563
ELECTONIC MONITORING			
# of Clients Placed on EM	65	86	116
MENTAL HEALTH RE-ENTRY			
# of Referrals	25	36	39
Psychologist – MH Evaluations/MINI Screens	187	212	194
VIOLATOR AFTERCARE			
# of New Admissions	6	12	5
RESIDENTIAL			
# of New Admissions	603	571	579

PRETRIAL INTERVIEWS

This program was established as an alternative to the traditional bail bond system. As a service to the court, arrestees are objectively assessed for likelihood to appear for court. A standardized interview looks at issues related to stability (residence, employment/support, family ties, criminal record, etc.) and community protection is conducted at the jail 7 days/week. Information is verified and a recommendation is made to the court regarding release.

3,230 Pre-Trial Interviews were completed

Release recommendations are not made when the information can not be verified, with the exception of offenders whose backgrounds include records of failure to appear, absconding from supervision and escape. For those offenders and certain others designated by policy, a bond recommendation is made.

PRETRIAL RELEASE SUPERVISION

Release With Services (RWS) provides supervision to offenders who are released to the supervision of the Department while awaiting trial, rather than released on their own recognizance or held in jail on cash bond. Probation/Parole Officers supervise RWS offenders to help ensure that offenders meet all court appearances and to inform the Court of any actions that violate their release agreement during the pretrial period.

⇒	New Admissions:	688
⇒	Closures:	732
	▪ Successful	66.8%
	▪ Unsuccessful	28.1%
	▪ Administrative	5.1%
⇒	Active on 6/30/04:	215

PRESENTENCE INVESTIGATIONS

Presentence investigations are prepared as mandated by the Code of Iowa and as ordered by the Court. The purpose of the report is:

- 1) To provide background information on defendants to assist the judiciary with determining appropriate sentences; and
- 2) To provide information to probation officers/ institutional personnel to assist them in determining appropriate case planning/ correctional programming for defendants.

Presentence Investigations completed	
▪ Drug	206
▪ Property	270
▪ Public Order	205
▪ Violent	87
▪ Other	12
	<hr/>
TOTAL	780

Presentence Investigations contain the following information:

- official and defendant's version of offense;
- victim and restitution information (to include victim comments and statement of pecuniary damages);
- criminal record (to include juvenile and adult placements);
- family history;
- educational background;
- employment history;
- marital status and living arrangement;
- medical/psychiatric history;
- drug/alcohol usage;
- defendant's attitude;
- an evaluation of the defendant's needs and capabilities, and resources available to meet these needs;
- sentencing recommendation with reasons to support the recommendation

Additionally, in reports completed on persons convicted of sex offenses, the defendant's sexual history and relevant evaluations/assessments are included.

PROBATION SUPERVISION

Probation supervision provides structure in accordance with the assigned level of supervision based on the Client Risk Assessment/ Reassessment. Supervision also entails an assessment of the offender's needs, and corresponding conditions are imposed which requires offenders to confront the factors motivating the criminal behavior.

⇒	New Admissions:	1,125
⇒	Closures:	989
	▪ Successful	72.6%
	▪ Unsuccessful	25.3%
	▪ Administrative	2.1%
⇒	Active on 6/30/04:	1,834

SELF-SUPERVISED PROBATION

The 6th Judicial District developed a program to divert low-risk offenders from traditional supervised probation in response to a legislative mandate to reduce services to misdemeanor offenders. The self-supervised offender must fulfill court-ordered obligations just as offenders on supervised probation; however, the offender is responsible for completing these obligations on their own.

⇒	New Admissions:	1,569
⇒	Closures:	1,523
	▪ Successful	86%
	▪ Unsuccessful	12%
	▪ Administrative	2%
⇒	Active on 6/30/04:	1,290

MONITORING & MAINTENANCE PROGRAM (MMP)

The program began in May 2004 for low risk and minimum supervision cases scoring 7 or below on the low Risk (Re)Assessment. Probationers are required to report changes immediately via program phone line, complete monthly reports and meet with the supervising agent as required. Probationers are monitored for completion of financial obligations, court-ordered requirements and law violations. Numbers are low as the program just began.

36 MMP New Admissions

Note: The following closure type reasons are examples and may not be inclusive:

Administrative: Death, Return-Sending Jurisdiction, Terminated by Court, moved to another Work Unit

Successful: Discharged, Terminated by Appeal

Unsuccessful: Revoked, Discharged-Absconder/Escape, Terminated-Voluntary Return to Jail/Prison

PAROLE SUPERVISION

Offenders released from prison or from the structure of the residential OWI program by the Board of Parole are supervised under the structure of parole to address their high needs while ensuring any high-risk behaviors are closely monitored.

⇒ New Admissions:	212
⇒ Closures:	228
▪ Successful	59.6%
▪ Unsuccessful	40.4%
⇒ Active on 6/30/04:	220

INTENSIVE SUPERVISION

This type of programming has been operational for several years. The positive side of ISP is that it is definitely a program of enhanced supervision and demands accountability. The down side is that with stepped-up monitoring, more technical violations of supervision are documented, necessitating the need for appropriate sanctioning.

⇒ New Admissions:	245
⇒ Closures:	269
▪ Successful	38.0%
▪ Unsuccessful	29.0%
▪ Administrative	6.3%
▪ Intermediate Sanction	26.7%
⇒ Active on 6/30/04:	169

SEX OFFENDER PROGRAM

The District provides treatment programs and surveillance to those offenders who commit sex crimes. Treatment is enhanced by the use of polygraph, plethysmograph and psychological therapy. Offenders are responsible for paying for their own treatment. 16 plethysmographs and 89 polygraph examinations were completed.

⇒ New Admissions:	57
⇒ Closures:	47
▪ Successful	51.1%
▪ Unsuccessful	17.0%
▪ Administrative	12.8%
▪ Intermediate Sanction	19.1%
⇒ Active on 6/30/04:	73

Note: The following closure type reasons are examples and may not be inclusive:

Administrative, Successful, Unsuccessful: see page 12

Intermediate Sanction: Noncompliant/Behavioral Issues, Violator Program Placement

INTERSTATE COMPACT

As the population of the criminal justice system continues to increase, so does offender movement between states via the Interstate Compact for Parole and Probation. The main purpose of this agreement between states is to ensure communities are kept safe when offenders return to their state of residence or establish themselves in a new state that can provide employment and/or community support.

⇒ New Admissions:	43
⇒ Closures:	53
▪ Successful	56.6%
▪ Unsuccessful	1.9%
▪ Administrative	41.5%
⇒ Active on 6/30/04:	158

FEDERAL HOME CONFINEMENT

Federal Home Confinement Program was developed to allow offenders who are within 1-6 weeks from discharge the opportunity to transition to the community under a set of highly restrictive supervision standards, established by the Federal Bureau of Prisons & are an extension of the Federal Residential Release Programs operated out of residential facilities.

9 Federal Home New Admissions

HIGH RISK UNIT

High Risk Unit (HRU) provides support to field service and residential units located in all six counties of the district. They conduct checks in the community on probationers, parolees and residential clients to ensure compliance with supervision conditions. Detecting violations prior to new criminal offenses occurring allows for appropriate intervention, intermediate sanction use and treatment responses.

▪ Residential Furlough Checks:	810
▪ Probation/Parole Checks:	1,379

BATTERER'S EDUCATION PROGRAM

The Duluth education curriculum is used. An intake and orientation session is conducted on all participants, followed by 16 weekly two-hour group sessions. Two trained co-facilitators, one female and one male conduct the groups. The groups focus on power and control issues in relationships and use videotaped vignettes, structured discussion, and homework assignments. This program is operated by the Community Corrections Improvement Association (CCIA) through a contract with the Department. Department staff coordinate intakes and referrals to groups and monitor compliance.

395 BEP Intakes were completed

TREATMENT ACCOUNTABILITY FOR SAFER COMMUNITIES (TASC)

Treatment Accountability for Safer Communities (TASC) Program currently provides some level of services in all six counties to drug abusers who are referred by field services correctional staff. The State of Iowa, Department of Public Health and Division of Substance Abuse recognize TASC as a licensed assessment program. Due to a reduction in staff because of budgetary consideration, TASC services are currently available in only Linn and Johnson Counties.

360 TASC evaluations were completed

SUBSTANCE ABUSE EVALUATION PROGRAM (SAEP)

The purpose of the Substance Abuse Evaluation Program (SAEP) is:

- To provide initial alcohol assessments to Linn County residents arrested for OWI, and direct them to appropriate education/treatment services following the crisis of arrest;
- To reduce the number of serious misdemeanor OWI offenders placed on formal probationary supervision; and
- To assist the Court in efficient sentencing practices as OWI offenders cannot be sentenced without an assessment.

563 SAEP assessments were completed

SAEP is licensed by the State of Iowa, Department of Public Health and Division of Substance Abuse, which allows the Substance Abuse Liaison to conduct alcohol assessments on 2nd & 3rd offense offenders, if an offender chooses to have an assessment completed at this agency.

ELECTRONIC MONITORING

Electronic monitoring equipment is used to augment supervision of offenders who require daily monitoring of their activities. There are four different types: the RF (radio frequency), MEM's (Mitsubishi Electronic Monitoring) VB (Visual Breathalyzer), MEMS VBR (Visual Breathalyzer with Radio Frequency) and the GPS (Global Positioning System).

The RF unit consists of an ankle bracelet transmitter and a receiver that attaches to the offender's home telephone service. The system provides the supervising agent a daily report of the offender's arrival and departure at their authorized residence as well as any curfew non-compliance.

MEMS/VB consists solely of a base unit. The system, which measures alcohol usage, randomly places phone calls to the offender's residence and instructs the offender to blow into a straw that is attached to the base unit. The base unit collects the breath sample from the offender and photographs the offender's face for verification that the offender being monitored is the one providing the sample. The MEMS/VBR consists of an ankle bracelet transmitter and base unit. The system also monitors alcohol usage and provides a reading of the breathalyzer results to the supervising agent, along with a daily report of the offender's arrival and departure at their residence as a means of tracking curfew compliance.

Speaker ID uses the offender's home phone system and has no attachments. During initialization the offender calls from the supervising agent's office and answers a series of questions. The computer then records their voice and the system randomly places phone calls to the offender's home and measures curfew non-compliance.

The GPS unit contains an ankle bracelet transmitter, PTU (personal tracking unit), and a charging station that connects into the offender's home telephone system. The GPS system uses 24 satellites provided by the Department of Defense. The offender is required to have the PTU device in their possession at all times. This device transmits a signal to four of these satellites. This allows the supervising agent to monitor the offender's activities and movements through the course of a day by using any secured Internet site. The Internet site is not in real time and only displays the movement of the offender from the last time the offender placed the PTU in the charging station.

116 clients were placed on Electronic Monitoring

MENTAL HEALTH REENTRY PROGRAM

The Mental Health Reentry Program (MHRP) is a program that provides a high level of service and intensive supervision for parolees who have been diagnosed with chronic mental illness. Participants must have a diagnosis listed in the Diagnostic and Statistical Manual in the Axis I category. These diagnoses include schizophrenia and other psychotic disorders, mood disorders (depression, anxiety, panic), and bipolar disorder. Of those clients admitted to the program, 98% have had a significant history of substance abuse. Many have used alcohol and illicit drugs to self-medicate their mental health problems. Oftentimes, this leads to criminal behavior, arrest and placement in the criminal justice system. This program is designed to impact on the recidivism of clients with co-occurring disorders. Maximum impact is achieved by providing a higher level of service, support and supervision than is available in the traditional parole supervision situation. MHRP clients must agree to comply with substance abuse and mental health treatment recommendation. They must also be agreeable to taking their psychiatric medications as prescribed by their treating physician.

The MHRP assists parolees in making the connection to the services they need. During the critical period of transition from the institution back to the community, MHRP staff are sensitive to the special needs of these clients and are focused on making appropriate referrals and monitoring follow through and compliance with treatment objectives. Without extra services, supervision, and support, clients with co-occurring disorders often fall through the cracks of helping agencies and the criminal justice system. They can get caught in a cycle of recidivism and become an ongoing public safety problem.

39 referrals to Mental Health Re-Entry

The Community Accountability Board

All participants in the MHRP are expected to attend meetings with a Community Accountability Board (CAB). The CAB is a model of community collaboration consistent with the District's restorative justice philosophy. Under the guidance and direction of MHRP staff, the CAB assists our clients in reintegration into their respective communities. Members of the CAB represent agencies in the following areas: mental health treatment; family and individual therapy; vocational services; education; employment; law enforcement; mental health advocacy; and neighborhood and faith-based organizational support.

There are three separate boards and each meets monthly for a two hour session. Each board consists of approximately ten members. Three clients are generally seen at each CAB meeting. Clients in need of extra support and assistance, especially those in the early stages of the program, are seen monthly by the CAB. Clients making satisfactory progress in the program are generally seen by the CAB every 2-3 months. CAB members make their expertise, experience and support available to the clients they see in these meetings. Many CAB members also make themselves available to clients outside the board meeting, via phone contact or visits at their respective agencies. This "personal touch" is especially valuable to mental health clients, who often experience difficulty accessing and following through with helping services. It also has the effect of encouraging clients to utilize these same services after they complete their involvement in the MHRP.

PSYCHOLOGIST

The Psychologist ensures that appropriate services are provided to mentally and physically disabled clients. Mental health evaluations and referrals are made to local providers in the community. The Psychologist serves as a liaison between mental health, substance abuse treatment providers, and Department staff to help improve client services. The Psychologist also provides training to department staff to improve their ability to assess mental health issues and prepare effective case plan strategies. Given the recent fiscal concerns of all state and human service providers, the psychologist has also been providing counseling services to clients who may be on lengthy waiting lists to other service providers. In January 2002, the Mini International Neuropsychiatric Interview (MINI), a new mental health screening tool was also implemented to better identify mental health issues at the beginning of probation to help ensure appropriate case planning.

The Psychologist is also an active member of the Sex Offender Treatment Unit and conducts Phallometric Testing (PPG) and Psychosexual Evaluations. The Psychologist has also been involved in the facilitation of Sex Offender Treatment groups, including the use of a specialized curriculum for lower functioning offenders.

⇒	Mental Health Evaluations/MINI Screens:	194
⇒	Plethysmographs (PPG):	16

In addition, the Psychologist has been a statewide trainer on the Levels of Services Inventory – Revised (LSI-R) which is used throughout the Judicial Districts and has been involved with the development and implementation of the Matrix which is used to synthesize information gained from various assessments and help to ensure appropriate case planning and responses.

VICTIM PROGRAMMING

Victim Offender Mediation Program (VOMP): assists victims of crime participate in the resolution process by giving them an opportunity to meet with the offender and ask questions regarding the crime. Trained volunteers serve as mediators at a face-to-face meeting between victim and offender.

7 Mediations were completed

Victim Impact Awareness Class: Since July 2003 to June 2004, Linn and Johnson County has provided three classes for offenders. There usually are three a year in Linn and two a year in Johnson County. Because of budget cuts and staff workload, facilitators have not had the time to put into the extra classes. Other places that victim panels have presented for were Anamosa Prison, Mt. Pleasant Prison, OWI/ASAC Classes for Offenders, Schools, and Conferences for agencies and staff trainings.

49 victims, survivors, victim advocates, law enforcement and community members have served on panels. Offenders complete projects which benefits victims to reinforce their responsibility to help repair the harm. They help with projects during Victims Rights Week in April of each year by making ribbons, donating time to help set up tables and chairs for events, and by being present to support the events.

Training: In promoting victim sensitive practices within corrections and the community, trainings continue as new staff are hired. There was a specific training for staff on victim notification if there was a safety issue to be addressed such an escape etc.

The Victim Advocate continues to be instrumental during National Crime Victims Rights Week, networking with other agencies, to bring in a national speaker to promote understanding of victim issues and victim sensitive practices. Activities were also supported by other staff, along with offenders.

In April of 2004, an Each One Reach One training for churches and their congregation was held. Many volunteers were recruited for the mentoring offenders program as well as supporting victims' needs. Churches have donated a place for circles of support for offenders and healing circles for victims. Byrne Grant funding will be lost in the upcoming fiscal year to continue supporting this program.

Community & Restorative Justice: The Victim Advocate supports the development of Community and Restorative Justice programming focusing on the victims' active participation in the Victim Offender Mediation and Victim Impact programs. The advocate invites victims and advocate panels to share the victims' view of defining the harm done to victims and offer offenders the opportunity for change. The victim offender program also helps to open another door to victim offender mediation. The choice to be involved with mediation starts with the victim.

VICTIM PROGRAMMING – continued

The Victim Advocate:

- Provide services/referrals to victims of crime
- Promotes development of victim sensitive practices between victims & the community
- Train staff and community on victim needs
- Support the development of community and restorative justice

⇒ Contacts made with:	
▪ Victims	459
▪ Offenders	17
▪ Agencies	192
⇒ Contact Hours (more than)	238
⇒ Referrals to Victim Services	65
⇒ Other Services:	
▪ Trainings	14
▪ Victim Awareness Groups	13
⇒ Program Volunteers	
▪ Victim Advisory Board	43
▪ Victim Impact Panel	49

COMMUNITY SERVICE PROGRAM

The Community Service Program provides both individual community service placements as well as group community service opportunities. The program embraces the following guiding principles:

- Individual community service placements provided meaningful service to non-profit entities.
- Group community service projects involved staff and/or placement staff working side-by-side with clients to complete projects vital to community enrichment.
- Community service builds health relationships in the community and promotes positive staff/client relationships.
- Community service promotes healthy alternative leisure time activities.
- Community service models appropriate work-related behaviors.
- Community service offers skill-building opportunities, vocational exploration opportunities and promotes self-confidence in these endeavors.

We work with individuals who are in the community that have community service requirement to fulfill because:

- It was ordered as part of their sentence – community service sentencing (CSS).
- They are financially unable to pay court costs, fines, or court-appointed attorney's fees (community service cannot be performed in lieu of victim restitution) – community service restitution (CSR).
- It is part of their treatment program while under the supervision of DCS – community service as assigned (CSA).
- It is a residential facility to complete community service hours to move through the internal levels system – facility requirement.
- It is a *substitute for employment* for offenders who either will return to their original employer and/or are currently on disability – courtesy community service (CCS).

All community service is performed at either public or private nonprofit agencies and can be done by an individual or group.

This year we implemented a new database tracking system to help us track community service hours. The system is referred to as Tracker. It was not officially implemented until October of 2003. Since this is our first year using this system and getting use to inputting data, there are a few gaps in the data like the months before October.

Budget cutbacks have impacted staffing patterns in this program necessitating more projects being completed in a group fashion while being monitored by correctional staff from all program areas. More than 50,000 hours were completed. A quick overview of the statistics is below:

County	Number of Agencies	Range of Hours per Agency	"Other" Category for Hours	Total Hours
Linn	50+ agencies	10.25 - 1696.75 hours	12,747.4 hours	27,811.16
Johnson	39+ agencies	2-3187.54 hours	5,813.34 hours	17,186.53

RESTORE – 5,428

Residential Workgroups – 4,004.71

VOLUNTEER ASSISTANCE PROGRAM (Linn County only)

Community Volunteers

There are approximately 4,000 + individuals under DCS supervision, with more people being released all the time. These people have a variety of needs including: housing, job assistance, education, parenting, and developing supportive and pro-social relationships, to name a few. While corrections professionals can and do provide basic supervision, they have neither the resources nor time to provide everything people need to re-integrate successfully back into their communities. Without the support of community volunteers we will never be able to create the safe and peaceable communities we all desire.

Acknowledging that “we can’t do it alone”, the Sixth Judicial District has been actively reaching out to the community to recruit volunteers to be involved in various types of mentoring practices. We have specifically targeted the faith community as we believe their faith principles call them to be involved in healing and restoring the wounds caused by crime. There is much that can be done to more fully support victims and to create opportunities for healing, restoration, accountability and full re-integration of offenders. In the process of doing this, we build safer and a more peaceful community.

Although, we are currently working on software to help us track volunteers, the following is an overview of our volunteers from July 1, 2003 until June 30, 2004.

Through a grant entitled Each One - Reach One, we recruited volunteers specifically for the following restorative practices:

Restorative Practice	Volunteers
Family Group Conferencing / Family Team Meetings	0
Mentoring Offenders	8
Supporting Crime Victims and/or VOM	4
Circles of Support and Accountability	3
Restorative Community Service	1
Alternatives to Violence Project	0
TOTAL	16

We had **4 volunteers** that opted to work with and/or at the Wellington House, which is one of our neighborhood-based supervision sites.

We offer various programs and groups to clients and have had **3 volunteers** assist with these efforts.

One person has committed to serving as a volunteer with one of our residential facilities.

We also have several boards and community committees, where **numerous individuals** volunteer their time in this capacity as well.

VOLUNTEER ASSISTANCE PROGRAM – continued

Interns

We provide internship opportunities for the undergraduate and graduate level students from at least 12 different local colleges and universities, including a few out-of-state institutions as well. The number of interns accepted each term varies depending on various factors like staff case loads, interns' number of hour's required, special events or projects taking place, etc.

From July 1, 2003 until June 30, 2004, we had **8 interns who completed 1,794.50 hours.**

SCHOOL	DEGREE	HOURS
Western Illinois University	BS in Law Enforcement and Justice Administration	Completed 149.5 hours
Mercy College	BA in Criminal Justice	Completed 121 hours
University of Iowa	Masters in Social Work	Completed 960 hours
Simpson College	Double major - CJ and Sociology, minor in Political Science	Completed 120 hours
Hamilton College	AA in Criminal Justice	Completed 120.5 hours
Mt. Vernon High School	Diploma	Completed 58.5 hours
Cornell College	BA in Psychology, Sociology, and Ethnic Studies	Completed 140 hours
Hamilton College	AA in Criminal Justice	Completed 125 hours
	TOTAL	1794.5 HOURS

During this time period, we also had **3 job shadow students and a group of 23 high school students** who came for a job shadow panel.

We also had **2 work study students who contributed 951.5 hours.**

One student contributed: FY03: 638 hours
 FY04: 292.5 hours
 Total : 930.5 hours

The second student contributed: 21 hours

WORKFORCE DEVELOPMENT

Efforts begun in December 1998, when the Southern Advisory committee of our Department decided to launch an agency-wide employment continuum for offenders. Since that time new employment programs were created and implemented in the Sixth Judicial District of Iowa. Briefly some of these programs are:

- **Residential Employment Awareness Program (REAP):** This program is geared toward assessment, job readiness, career planning, career development, and job retention. This program is mandatory for residential clients who are unemployed or underemployed at the time of admission to the residential facility. It is also available to probation and parole clients.
- **Long-lasting Employment and Retention Network (LEARN):** This program is designed with the goal of assisting offenders in obtaining permanent full-time employment that matches each individuals' interest areas, aptitudes, career goals and criminogenic needs. It is likely the obtained job will be satisfying to the offender and therefore they will be productive and more likely to retain the job.
- **Employment Counseling:** This is a service provided for offenders with chronic employment problems characterized by losing jobs, job-hopping, long-term under-employment, and poor work performance. Individual attention is given to the offender including the use of numerous specialized assessment instruments as well as counseling in an effort to help them attain and maintain appropriate meaningful employment. This new service has been quite successful with the population it serves.
- **Breakfast club:** This program is a morning group for unemployed offenders and is used on a case-need basis. A probation /parole officer supervises it and the goal is to help the unemployed offenders seek and find a job.
- **Mentoring:** This is an effort to match offenders with appropriate role models in the community.
- **Community Service/Service Learning:** Community service projects are selected for their content both in terms of what the project itself can offer the offender in service learning and what the offender and the community partners can derive in understand and appreciating on another as individuals. Also, the offender can gain a sense of connection to the community and pride in being a part of a restorative effort.
- **Community Partners:** The workforce development program strives to develop partnerships with other agencies and employers in an effort to promote employment.

Building upon the specialized training the Workforce Development Staff obtained in the previous fiscal year and in an effort to professionalize employment services within the district, three new job classification descriptions were drafted and submitted to the Union.

WORKFORCE DEVELOPMENT – continued

After review by the Union, two new job classifications were approved: Offender Employment Specialist and Offender Workforce Development Specialist. These job classifications were effective on July 1, 2003.

A member of the Workforce Development program participated on the second Iowa Team to go through the National Institute of Corrections' (NIC) Offender Workforce Development Specialist (OWDS) training program. The second Iowa team consisted of representatives from the Sixth Judicial District Department of Correctional Services, Department of Corrections, Division of Vocational Rehabilitation, Iowa Workforce Development, Workforce Investment Act, and Des Moines Area Community College. This team merged with the first team and they will train 9 interdisciplinary teams from around the state of Iowa in the OWDS training program over the course of the next 18 months. Iowa was chosen as a partner with NIC and is receiving funding and technical assistance to implement this training effort. The training team also conducted a presentation for the Iowa Correctional Association 2004 Spring Conference.

In the middle of March 2003, Workforce Development began expansion into neighborhood-based supervision by providing employment services at the Wellington Heights Neighborhood House. The program provides employment services consisting of assessment, career planning, case management, referral to community partners (WIA, IWD, DVRS, JARC), skills training (resume building, interviewing, application completion, ext.), job searches, and job retention. For the fiscal year 2004, employment services were provided 2-4 times per month at the neighborhood house.

Workforce Development Program Outcomes

REAP- 252 clients completed REAP for fiscal year 04. These clients were residents of the Hinzman and Nelson Centers, and field services clients. Client evaluations were positive and the pre and post tests indicated that clients felt like they learned from the instruction.

LEARN- 87 residents of Hope House completed the LEARN program. The average starting wage was \$8.77 per hour with a range of \$6.25 per hour to \$20.00 per hour. Two residents were disabled and unable to work. 19 residents were employed at the time of their intake to Hope House.

Wellington House- 52 clients were provided employment services at the Wellington House. Of these, 9 clients were not supervised by the 6th Judicial District Department of Correctional Services. These 9 clients were referred by individuals living in the Wellington Heights Neighborhood.

Future Direction of Workforce Development

- Establishment of evaluation/tracking system for employment services
- Implementation/revision of new job classifications
- Development of Career Center
- Expansion into all counties covered by the district
- Statewide training for OWDS
- Strengthening partnerships with community agencies and employers

RESIDENTIAL

The District has three residential facilities that offer the highest structure and control and are therefore designed for the higher-risk offender who requires such enhanced supervision. The residential facilities also offer short-term placements for offenders under supervision in the community in an effort to “stabilize” the offender, thus avoiding possible revocation. Residential facilities in the Sixth Judicial District provide housing for male and female offenders on Probation, Parole, Work Release from an adult institution, and Federal offenders.

Gerald R. Hinzman Center – provides services to both men & women as a condition of probation, offenders from the Federal Bureau of Prison and Federal Probation, along with women placed in the facility as Work Releasees, 2nd & 3rd Offense drunk drivers, Probation, Parole & Federal.

	As of 7/1/03	New Admissions	Closures	As of 6/30/04	Total Served
Probation	63	126	89	65	189
Parole	0	6	5	1	6
Federal	11	46	49	8	57
OWI Continuum	2	6	3	4	8
Work Release	3	16	8	4	19
TOTAL	79	200	154	82	279

Lary A. Nelson Center – provides services for male Work Releasees who are returning to the community from a State institution as ordered by the Iowa Board of Parole and male 2nd & 3rd Offense drunk drivers as ordered by District Court, and accepts short-term placements of Parolees.

	As of 7/1/03	New Admissions	Closures	As of 6/30/04	Total Served
Probation	27	51	36	22	78
Parole	0	27	23	2	27
OWI Continuum	31	67	54	31	98
Work Release	35	109	69	41	144
TOTAL	93	254	182	96	347

RESIDENTIAL – continued

Hope House – provides services for male Work Releasees, 2nd & 3rd Offense drunk drivers and Probationers as ordered by District Court and male Federal offenders.

	As of 7/1/03	New Admissions	Closures	As of 6/30/04	Total Served
Probation	20	42	18	24	62
Probation (Compact)	1	1	1	0	2
Parole	2	8	9	1	10
Federal	4	10	12	2	14
OWI Continuum	9	24	17	15	33
Work Release	15	40	23	18	55
No Correctional Sup Status	1	0	0	0	1
TOTAL	52	125	80	60	177

PROGRAMMING IN THE FACILITIES

Each facility resident is involved in a treatment program designed for that individual. The goal is to enhance that resident's ability to be a success. Some programs such as money management and employment/education have been mentioned previously. Accountability is stressed and enforced at a high standard. In addition, there are numerous program and treatment opportunities for each resident based upon their assessed need including:

- Education – GED, High School, College opportunities
- Sex Offender Programming
- Substance Abuse Counseling and Treatment in both individual and group settings
- In-house AA
- Cognitive Restructuring
- Mental Health Counseling/Intervention and referral
- Batterer's Education Program
- Recreational activities
- Community Service opportunities
- Job Development

RESIDENTIAL – continued

RESIDENTIAL OVERVIEW

	HINZMAN CENTER	NELSON CENTER	HOPE HOUSE	TOTAL
NEW ADMISSIONS	200	254	125	579
CLOSURES				
Successful	143	156	77	376
Unsuccessful	5	1	2	8
Administrative	4	7	0	11
Intermediate Sanction	2	18	1	21
TOTAL CLOSURES	154	182	80	416
ACTIVE ON 6/30/04	82	96	60	238

All residents are required to surrender their earnings, which are disbursed in accordance by established law as follows:

- US/State taxes & withholdings: \$ 623,377.49
- Dept. operating costs (rent): \$1,307,419.55
- Legal fees, court costs, restitution, child/family support & other debts: \$ 947,778.88

Note: The following closure types are examples and may not be inclusive:

Administrative: Death, Return-Sending Jurisdiction, Terminated by Court, moved to another Work Unit

Successful: Discharged, Parole Granted, Released to Custody of US Probation

Unsuccessful: Revoked, Discharged-Absconder/Escape, Terminated-Voluntary Return to Jail/Prison

Intermediate Sanction: Revoked-Zero Tolerance, Revoked From Parole-Work Release Granted