



TERRY BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS
JOHN BALDWIN, DIRECTOR

CBC Accreditation and Site Review Report

Community Based Corrections District: 1st District

To: Karen Herkelman, District Director

From: Jerry Bartruff, Acting Director

Date of Review: February 4th, 2015

Team Members: Jerry Bartruff, Katrina McKibben, Dot Faust, Brad Hier, Jim Wittenwyler, Laura Scheffert, Jennifer Guild, Sondra Holck, Sheryl Dahm

On behalf of the Accreditation Team members, we would like to thank Karen Herkelman and staff for their assistance and hospitality during the accreditation process. The accreditation process is designed to ensure that the District is in compliance with applicable State and Federal laws, DOC policies and procedures, applicable portions of the Iowa Administrative Code, and the Purchase of Services Agreement between IDOC and the District. Our goal is to ensure that best practices are being followed for the maximization of available resources. Through on-going examination of numerous documents, policies and procedures; an on-site visit to representative areas of the District; and open discussion with staff we are satisfied that the District meets all necessary requirements

Overall Comments and/or Recommendations:

Fiscal: For the items reviewed, no concerns were identified regarding fiscal procedures in the 1st District

ICON: There were no concerns regarding ICON data and practices in the 1st District.

Operations: There were not any concerns regarding operational practices in the 1st District.

Round Table Close Out Summary:

What are some of the barriers between Districts and Central Office?

- As a new employee, do not know any processes to access Central Office Staff – would be good to have this info in employee orientation. What can we do to break down some of these barriers?
- Help us to understand who you (Central Office) are and what you do and who you can contact (again, phone directory with departmental listing was mentioned)

The mission of the Iowa Department of Corrections is:
To advance successful offender reentry to protect the public, staff and offenders from victimization.

(Office) 515-725-5701 - 510 East 12th Street, Des Moines, Iowa 50319 - (FAX) 515-725-5799

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How can we improve?

- Facilitating meetings – would be helpful if Central Office would facilitate shadowing and cross-training. i.e., regionally coordinate meetings and shadowing with a targeted focus (e.g., focus on DV, IBSTA, and other statewide issues.)

How can we improve our communications?

- A lot of great information, but not shared.
- Encourage small groups of face to face time to share what is working

How can we be more helpful?

- Share more of the good things we are doing.

Are there more State-wide meetings you would like to see coordinated? Are the meetings we do have, helpful?

- Targeted areas of discipline
- Meetings with a purpose/meaningful

Would it be helpful to be more involved in the budget process?

- CBS are often looked at as a “whole” so all have to ask for the same thing. Central Office can help navigate the system to assess and ask for needs
- Want more staff. Good discussion to have at the District Director level – to have more dialogue and involvement in the process.

What are some of the new initiatives of the District? What are you proud of and what can we do to support your work in this area?

- Reviewed the highlights from each of the small group areas visited:

WWCC and Moving On/ Jail Diversion, Re-entry for African American males/Parole & Re-entry/ICON, Technology, DRAOR/Technology/Domestic Violence Court, ACTV Groups/Standard Probation, Seamless Supervision, Rural Issues/Fiscal and Human Resources/Banking, Offender Fees, County Confinement.

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