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TO: First Judicial District Department of Correctional Services Board of Directors  
FROM: Ken Kolthoff, District Director  
DATE: Wednesday, June 5th, 2019  
RE: Board of Directors Meeting

The First Judicial District Department of Correctional Services Board of Directors will meet:

**Friday, June 14th, 2019**  
**10:00 a.m.**  
**Independence Public Library**  
**805 1<sup>st</sup> Street East**  
**Independence, IA 50644**

If you are unable to attend, please notify Board Secretary Kristin Blaylock by email [Kristin.blaylock@iowa.gov](mailto:Kristin.blaylock@iowa.gov) or work phone (319) 292.1281 and notify your alternate as soon as possible.

Copies: Board of Directors  
1<sup>ST</sup> District Employees  
DOC: Beth Skinner, Sally Kreamer, Johana Jerden  
Robin White, AFSCME  
News Media  
1<sup>st</sup> District Website  
Board File

# Agenda

## FIRST JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES BOARD OF DIRECTORS MEETING 10:00 AM, Friday, June 14th, 2019

Location:	Independence Public Library
Meeting called by:	Tim Zoll, Chair
Note taker:	Kristin Blaylock, Board Secretary
Please bring:	Previous Meeting Minutes & Advisory Committee Reports

### Agenda Topics:

1. Call to Order
2. Roll Call/Introductions
3. Agenda Approved as Received/Amended
4. Approval of Previous Meeting Minutes
5. Public Forum
6. Program – Community Treatment Coordinator Projects
7. Approval of FY '19 Year to Date Analysis Report
8. Approval of Bids for Food Service at Waterloo Facilities
9. Approval of Budget for FY '20
10. Report on 1st District Annual Fiscal Audit
11. Approval of Purchase of Services Agreement for FY '20
12. Approval of Bank Signature Changes
13. Approval of Personnel and Fiscal Policy Changes –
  - a) Personnel Classification Manual
  - b) Training and Development
  - c) Travel
  - d) Leave
  - e) Sub-Recipient Monitoring
14. Approval of Changes to the Table of Organization
15. Approval of FY'20 Contracts
  - a) Approval of Contract with Attorney General's Office
16. Report on Prison Rape Elimination Act (PREA) Audits
17. Report on Department of Corrections Accreditation
18. Advisory Committee Reports
19. Old Business
  - a) Report from Iowa Corrections Association Conference
20. New Business
21. Adjournment

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