



TO: First Judicial District Department of Correctional Services Board of Directors
FROM: Ken Kolthoff, District Director
DATE: August 30, 2019
RE: Board of Directors Meeting

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

Friday, September 13th, 2019
10:00 a.m.
Waterloo Women's Center For Change
1515 Lafayette Rd.
Waterloo, IA 50703

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

SPECIAL MEETING NOTICE: Executive committee members (Zoll, Schellhammer, Ashbacher, Hall, Helmrichs, Murray, Shook) please note there will be an Executive Committee meeting at 9:15 AM.

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

Agenda

FIRST JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES
BOARD OF DIRECTORS MEETING
10:00 AM, Friday, September 13th, 2019

Location:	Waterloo Women's Center For Change
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. Report from Executive Committee on Director's Annual Evaluation and Approval of Rating
7. Approval of Final FY '19 Financial Report
8. Approval of FY '20 Year-to-Date Analysis Report
9. Approval of FY '20 Budget Amendment
10. Approval of Personnel Policy Updates
 - a. Leave Policy – PER 12
 - b. Dress Code – PER 20
11. Approval of Changes to the Table of Organization
12. Approval of Copier Bids
13. Approval of Meraki Camera
14. Update on Windows
15. Advisory Committee Reports
16. Old Business
17. New Business
18. Adjournment

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Agenda

FIRST JUDICIAL DISTRICT
DEPARTMENT OF CORRECTIONAL SERVICES
BOARD OF DIRECTORS' EXECUTIVE COMMITTEE MEETING

Committee Members are:

Zoll, Schellhammer, Ashbacher, Hall, Helmricks, Murray, Shook,

9:15 AM, Friday, September 13th, 2019

Location:	Waterloo Women's Center For Change
Meeting called by:	Tim Zoll, Chair
Note taker:	Janet Harms, Personnel Specialist
Please bring:	Previous Meeting Minutes

Agenda Topics

1. Call to Order
2. Roll Call/Introductions
3. Agenda Approved As Received/Amended
4. Approval of Previous Meeting Minutes
5. District Director Ken Kolthoff's Annual Evaluation and Recommendation of Rating To
The Full Board
6. Old Business
7. New Business
8. Adjournment