

7th Judicial District Department of Correctional Services

ANNUAL REPORT

Fiscal Year 2001

(July 1, 2000 - June 30, 2001)

This Annual Report is prepared pursuant to Section 905.4 of the Code of Iowa. The report includes an overview of fiscal year 2001, proceedings of the Board of Directors, fiscal statements, and statistics illustrative of the Department's general workload and case activities.

Additional information about the Department of Correctional Services may be obtained by contacting:

James Lee Wayne, District Director
Department of Correctional Services
605 Main St.
Davenport, Iowa
563-322-7986

Also available for review is the Department's Budget and related information.

Leroy Moeller
Chairman
Board of Directors

JAMES LEE WAYNE
District Director

ANNUAL REPORT

FISCAL YEAR 2001

TABLE OF CONTENTS

Department Development Highlights	1
Basic Services	2
Special Services	3
Charts, Graphs & Facts	5
Summary of Board Proceedings	6
Members of the Fiscal Year 2001 Board of Directors	7
Financial Reports	
Balance Sheet	8
Comparison of Actual Revenues and Expenditures to Budget	9
Expenditures by Account Class and Program	10
Comparative Statement of Revenues and Expenditures	11
Program Costs	12
Expenditures by Source of Funds	12
Expenditures by Type & Source	13 - 14

Department Development Highlights

- **November, 1974** Senate File 482 establishes the Department of Correctional Services to provide for misdemeanor presentence investigations, pretrial release and supervision services.
- **July, 1977** The merger occurs between the State of Iowa Bureau of Community Correctional Services and the Department thus adding felony presentence investigation and probation supervision.
- **1977** A Residential Corrections Facility is established at 326 W. 2nd St., Davenport to provide pre-institutional residential services.
- **1982** Relocation of the Residential Corrections Facility to the site of the newly-constructed facility at 1330 W. 3rd St., Davenport (36-bed capacity).
- **1984** With the formation of a separate Department of Corrections, the Department assumed control of Parole and Work Release Services.
- **1987** The Department acquires the building at 605 Main St., Davenport and establishes this as the new location for the Work Release Center (60-bed capacity), field and administrative services. This Community Resources Center also housed several community service agencies.
- **1992** After additional construction, the Residential Corrections Facility capacity is raised to 56 bed spaces.
- **1999** Office space is acquired at 605 Main St. to house new staff and to provide space for Polygraph and Plethysmograph services.
- **2000** Development and Implementation of the Court Compliance Program to reduce unsupervised misdemeanor probation failures and reduce jail population in Scott County. Implementation of new offender data base: Iowa Correctional Offenders Network system. Expansion of Muscatine Field Office. Decision to purchase Community Resources Center finalized but purchase deferred due to indoor air quality concerns.

Basic Services

- **PRETRIAL SERVICES** The Courts are served with information and services to provide for the early release of offenders prior to sentencing either with or without supervision.
- **PRESENTENCE INVESTIGATIONS** In-depth investigations are provided to the court to provide assistance in sentencing and in later incarceration or community supervision.
- **PROBATION SERVICES** In lieu of incarceration, a full range of services and monitoring are applied to the community supervision of offenders. This might include intermediate sanctions, such as residential services as a condition of probation.
- **RESIDENTIAL CORRECTIONS** The Residential Corrections Facility provides short-term pre-institutional residential programming for those placed there under a court-ordered condition of probation.
- **PAROLE SERVICES** Post-institutional community supervision is provided for those released from prison or discharged from work release programs.
- **WORK RELEASE** After release from prison, the staff of the Work Release Center residential program provide transitional services and counseling prior to Parole or discharge. This program also includes the OWI Program.

Special Services

- **INTENSIVE SUPERVISION PROGRAM** A high degree of offender counseling and surveillance are applied in the intensive supervision process, coupled with the use of modern technology, which includes electronic monitoring. Intensive programs aid in easing prison populations while not sacrificing public security. Therefore, this caseload is small and manageable.
- **TREATMENT ALTERNATIVES TO STREET CRIME (TASC)** A combination of assessment, referral, counseling, group work and rigorous surveillance are necessary to ensure public safety while providing workable tools to this small, special caseload of offenders.
- **BATTERERS EDUCATION PROGRAM (BEP)** The Department provides a series of group sessions which those convicted of domestic violence are required to complete by the court. A significantly important component is a rigorous assessment, referral and monitoring process to ensure offender compliance.
- **SEXUAL OFFENDER TREATMENT PROGRAM** Clearly one of the highest risk groups for reoffense, an intensive program of counseling, confrontation, group education and surveillance help to secure victim satisfaction and public safety. Typically, this caseload is small, yet does aid in keeping institutional populations below capacity, while providing the necessary treatment in combination with the use of polygraph examination.
- **COMMUNITY SERVICE SENTENCING** This tool for connecting the offender with the offended community through significant work to benefit it has been used extensively by the courts. In cooperation, and in some cases by contracting with local agencies, the Department provides meaningful work which rewards the community and the offender.
- **JOB DEVELOPMENT** The Department has had a longstanding relationship by contract for services with the Safer Foundation. Upon referral, Safer interviews, assesses and places offenders in community employment.

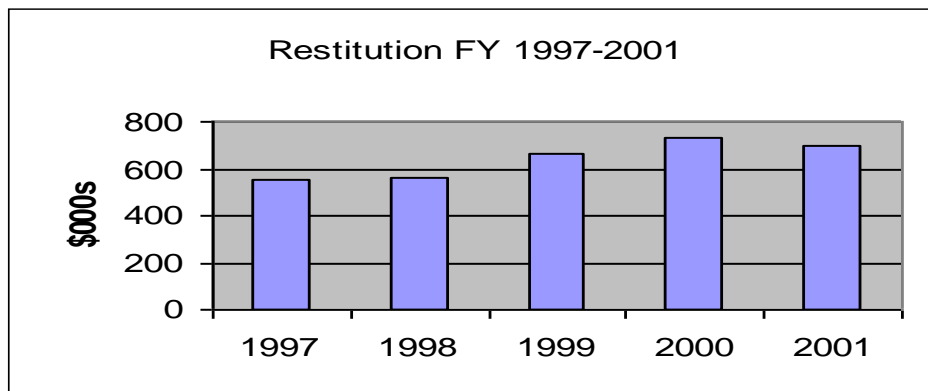
- **VIOLATOR AFTERCARE PROGRAM** Subsequent to referral and successful completion of an institutional violator program series to develop thinking skills, the Department undertakes to complete that training with a final series of group sessions to refine those cognitive skills. This is coupled with regular supervision in the community or in one of our residential facilities.
- **TRANSITIONAL PHASE PROGRAM** GASA grant funding continues this new program, which establishes a period of supervision intended to provide a smoother adjustment from residential corrections to “street supervision” through a system of counseling, referral and surveillance together with substantial involvement of collateral significant others and local agencies.
- **COURT COMPLIANCE PROGRAM** This program was recently developed with funding from Scott County to address the failure rate of offenders granted unsupervised probation for misdemeanor offenses. The high failure rate was increasing the average jail population unnecessarily. Although not providing full probation supervision of the offender the program works to ensure and assist offenders with compliance with Court ordered conditions.

Charts, Graphs & Facts

Due to implementation of a new offender information database, ICON, statistical information as previously provided in Annual Reports was not available.

FISCAL YEAR 2001 SUPERVISION HIGHLIGHTS

- **RESTITUTION COLLECTION** The significance of victim restitution can never be emphasized enough. This is why the Department places a high premium on its collection. For FY '01 an astounding **\$702,364.00** was collected.
- **COMMUNITY SERVICE** involved **691 OFFENDERS** for a total community investment of **50,521 HOURS**.
- **ENROLLMENT FEES** in the significantly increased amount of **\$169,423.00 (+34%)**. The collection of fees has opened new opportunities for expanded community service while saving community dollars. With supervising staff absorbing this new duty, *no additional staff* were hired for this function.
- **VICTIM RESTORATION THROUGH RESTITUTION**
The 7th Judicial District Department is next to the smallest in terms of numbers of offenders it supervises, yet ranks third among the district departments in the amount of victim restitution collected. The chart illustrates the rise in the collection of victim restitution over the previous five fiscal years.



Board of Directors

Highlights of Meetings & Plans

The Ongoing Duties of the Board of Directors

The Board oversees all fiscal reports, expenditures, program expansion, building/remodeling, staff raises, purchases, grants, contracts, budget packages, changes to policies & procedures and auditing processes.

The Board approves all contracts for Department services.

These include:

- Purchase of Services: Iowa Department of Corrections
- Center for Alcohol & Drug Services for OWI program
- Safer Foundation for offender employment services
- Safer Foundation for Community Service Sentencing
- Jim Hammes, sex offender polygraph examinations
- John Wirtz for provision of sex offender treatment services
- Clinton Substance Abuse Council for Community Service Sentencing

Other Board approvals and activities:

- Continuation of grant funding for Transition Phase Program
- Funding increase for Center for Alcohol and Drug Services
- District Director's performance evaluation
- Reviewed proposed and enacted legislation
- Muscatine Field Office expansion at current location
- Increase in mileage reimbursement
- Field staff re-distribution between units to improve supervision
- ICON, new offender database, became operational August 1, 2000
- The Board spent significant time regarding the purchase of the CRC building. The Board worked towards completion of purchasing the building which has been leased but the current owner plan want to sell the building. Due to determination of indoor air quality issues with the building, the purchase was deferred and work begun to consider reloaction.
- Reviewed and approved budget requests and amendments
- Reviewed and approved fiscal reports and Annual Reports
- Reviewed and accepted State Audit Reports
- Approved non-contract personnel pay increase of 3%

2000 - 2001 Board of Directors

LeRoy Moeller, Board Chairman

Supervisor from Cedar County

Lewis Todtz, Vice Chairman

Supervisor from Clinton County

Otto Ewoldt

Supervisor from Scott County

Bob Holden

Judicial Appointee

Bob Peterson

Citizen Board Appointee

Esther Dean

Citizen Board Appointee

Dave Maehr

Judicial Appointee

John Oberhaus

Supervisor from Muscatine County

J.C. Engel

Supervisor from Jackson County

SEVENTH JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES

Balance Sheet

June 30, 2001

ACCOUNT GROUPS

	GENERAL FUND	GENERAL FIXED ASSETS	GENERAL LONGTERM OBLIGATIONS
ASSETS			
Cash and Investments	345,422	0	0
Accounts Receivable	74,551	0	0
Prepaid Expense	0	0	0
Fixed Assets	0	1,598,513	0
Amount to be provided for retirement of longterm obligations	0	0	600,629
TOTAL ASSETS	419,973	1,598,513	600,629
LIABILITIES			
Accrued Payroll	116,621	0	0
Accounts Payable	92,838	0	0
Due to State Treasurer	48,477	0	0
Compensated Absences	0	0	600,629
Obligations Under Capital Lease Agreements	0	0	0
TOTAL LIABILITIES	257,936	0	600,629
FUND EQUITY			
Investment in Fixed Assets	0	1,598,513	0
Unreserved Fund Balance	162,037	0	0
TOTAL FUND EQUITY	162,037	1,598,513	0
TOTAL LIABILITIES AND FUND EQUITY	419,973	1,598,513	600,629

SEVENTH JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES

Comparison of Actual Revenues and Expenditures to Budget

For Year Ended June 30,
2001

	ACTUAL	BUDGET
<u>REVENUES BY SOURCE</u>		
State POS	5,343,165	5,343,165
Intrastate Transfer		
Interest	37,041	38,558
Residential Client Fees	247,532	234,620
Work Release Client Fees	103,597	134,687
Federal Client Fees	350,044	193,674
OWI Client Fees	192,700	173,205
County Support	113,978	113,978
Enrollment Fees	169,423	212,813
Federal Pass Thru	39,992	40,252
Batterers Education Program Fees	72,683	73,715
Miscellaneous Income	13,944	13,200
Total Revenues	6,741,217	6,628,985
<u>EXPENDITURES BY SOURCE</u>		
State POS	5,294,688	5,343,165
Interest	37,041	38,558
Residential Client Fees	234,620	234,620
Work Release Client Fees	103,597	134,687
Federal Client Fees	271,871	193,674
OWI Client Fees	173,205	173,205
County Support	113,978	113,978
Enrollment Fees	169,423	212,813
Federal Pass Thru	39,992	40,252
Batterers Education Program Fees	72,683	73,715
Miscellaneous Income	12,292	13,200
Intrastate Transfer	57,118	57,118
FY00 Carry Forward Funds	22,947	72,752
Total Expenditures	6,603,455	6,701,737

SEVENTH JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES

Expenditures by Account Class and Program

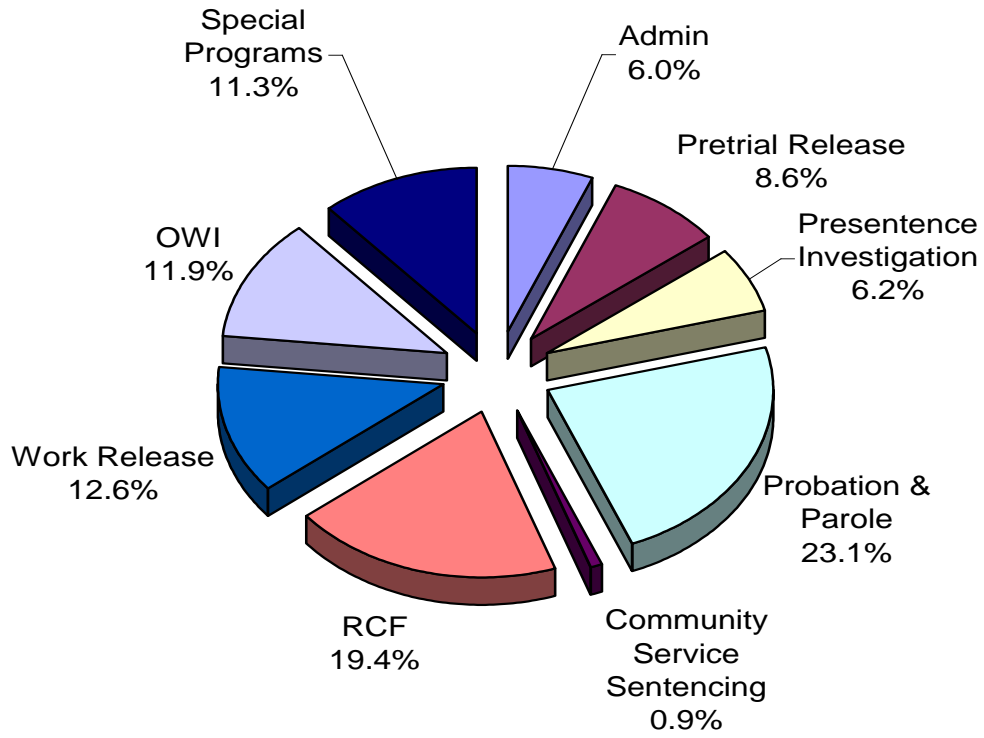
For Year Ended June 30, 2001

Account Class/Program	1001 Admin	1002 PTR	1003 PSI	1004 PA/PB	1005 CSS	1006 RES	1007 WR	1008 OWI	1009 SPEC PR	TOTAL
101 Personnel Services	359,925	530,808	347,021	1,333,574	0	1,075,155	607,391	535,885	557,925	5,347,684
202 Personal Travel	1,921	1,691	4,330	15,303	0	6,846	2,435	1,125	9,427	43,078
203 Vehicle Operation	0	0	0	0	0	9,859	7,494	3,533	5,938	26,824
301 Office Supplies	4,498	4,044	6,478	10,486	0	5,891	6,450	3,440	5,728	47,015
302 Bldg Maint Supplies	0	858	1,110	3,344	0	1,993	9,324	5,215	21	21,865
304 Prof & Sci Supplies	0	2,100	0	11,800	0	6,195	6,161	4,133	5,398	35,787
306 Housing & Subsist Supp	0	0	0	0	0	6,583	12,813	8,257	0	27,653
308 Other Supplies	103	0	0	0	0	2,525	514	301	0	3,443
311 Food	0	0	0	0	0	82,626	68,797	45,904	0	197,327
401 Communications	1,019	4,300	6,946	8,356	0	7,559	2,518	1,230	3,395	35,323
402 Rentals	8,557	11,328	23,381	45,810	0	10,053	48,667	32,342	2,704	182,842
403 Utilities	5,424	3,644	8,412	13,375	0	37,134	29,463	19,636	107	117,195
405 Prof & Sci Services	0	0	0	1,499	52,114	548	8,442	100,426	143,126	306,155
406 Outside Services	0	917	1,290	3,920	0	3,673	6,392	4,256	20	20,468
407 Intrastate Transfer	0	0	0	0	0	0	0	0	10,000	10,000
409 Outside Repairs & Serv	0	0	0	0	0	241	948	11,956	267	13,412
414 Reimb- Other Agencies	4,351	26	0	25	0	51	0	0	77	4,530
416 ITS Reimbursements	10,289	2,783	11,728	13,497	0	11,101	5,986	3,991	1,663	61,038
417 Workers Compensation	500	1,000	700	2,600	4,695	3,994	2,280	1,520	1,000	18,289
501 Equipment	0	0	0	0	0	0	0	0	0	0
503 Equip: Non-inventory	0	0	0	1,190	0	249	4,376	3,578	364	9,757
504 Data Processing Inventory	0	0	0	4,828	0	0	0	0	0	4,828
505 Data Processing Non-Inventory	2,219	1,313	0	53,259	0	0	0	0	878	57,669
602 Other Exp & Obligations	100	100	100	200	0	8,781	425	147	220	10,073
604 Securities	0	0	0	0	0	0	0	0	0	0
901 Capitals	0	0	0	0	0	0	1,200	0	0	1,200
TOTAL	398,906	564,912	411,496	1,523,066	56,809	1,281,057	832,076	786,875	748,258	6,603,455

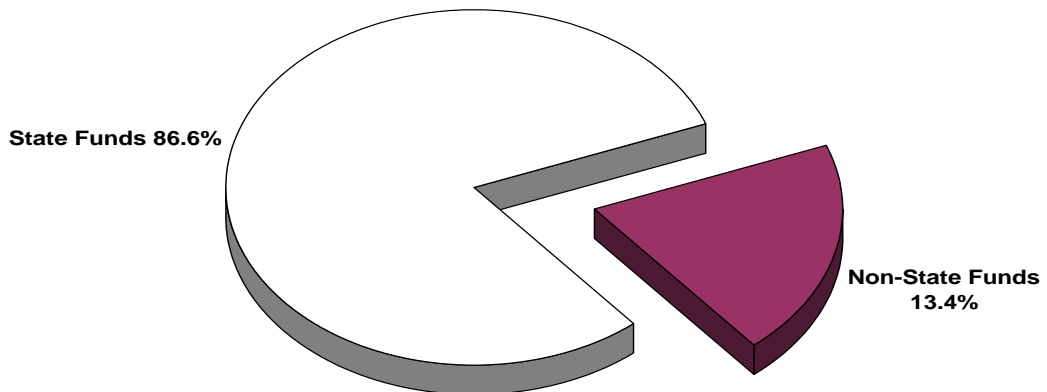
SEVENTH JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES
Comparative Statement of Revenues and Expenditures
For Year Ended June 30, 2001

	2001	2000	1999
General Fund Balance Beginning of Year	72,752	24,637	51,292
<hr/>			
Revenues by Source:			
State Purchase of Service	5,343,165	5,265,098	4,931,035
Intrastate Transfer	57,118	0	0
Interest	37,041	35,927	38,152
Client Fees	543,829	500,741	471,476
County Support	113,978	48,357	20,474
Enrollment Fees	169,423	126,152	120,724
Batterer Education Program Fees	72,683	77,636	74,718
Federal Work Release Contract	350,044	208,793	168,676
RCF GED Program Grant	0	12,049	0
RCF Transition Phase Program Grant	39,992	34,150	32,500
Miscellaneous Income	13,944	11,367	12,558
Total Revenues	6,741,217	6,320,270	5,870,313
<hr/>			
Expenditures by Program:			
Administration	398,906	382,519	370,013
Pretrial Release	564,912	457,454	429,898
Presentence Investigation	411,496	388,450	372,161
Parole & Probation	1,523,066	1,416,714	1,328,136
Community Service Sentencing	56,809	51,431	66,588
Residential Corrections	1,281,057	1,301,156	1,216,982
Work Release	832,076	730,522	635,448
OWI	786,875	806,779	788,067
Special Projects:			
Safer	60,000	60,000	60,000
TASC	188,143	169,565	174,105
Violator	121,527	116,200	112,467
Intensive Supervision	289,411	251,476	243,684
Domestic Violence	89,177	84,455	88,720
Total Expenditures	6,603,455	6,216,721	5,886,269
<hr/>			
Other Uses of Funds			
Reversion to State	48,477	55,434	10,699
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General Fund Balance End of Year	162,037	72,752	24,637
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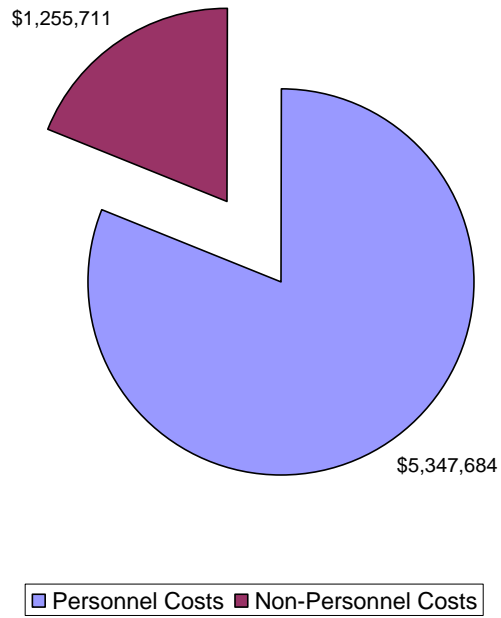
Program Costs FY 2001



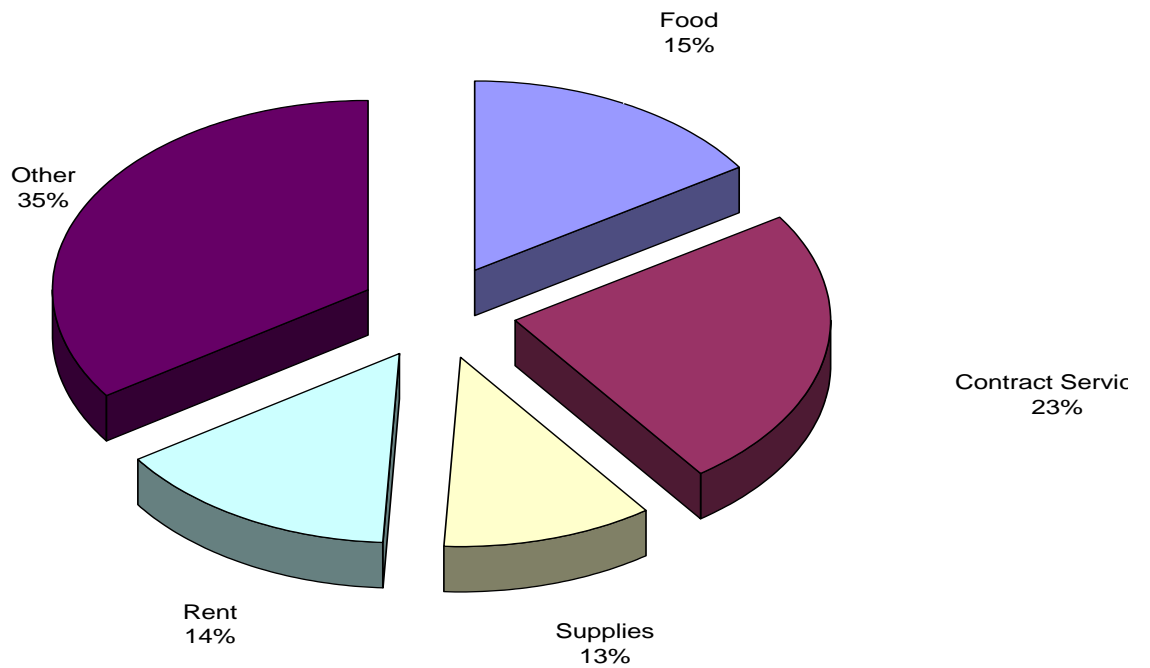
FY 2001 Expenditures By Source of Funds



Comparison of Personnel to Non-Personnel Expenses



Non-Personnel Cost by Type FY 2001



Non-state Funds Expenditure by Source

