

**DEPARTMENT OF CORRECTIONS
FIRST DISTRICT**

MINUTES OF NOVEMBER 8, 2024

BOARD MEETING

MEMBERS PRESENT	Keatly, Vogel, Helmrichs, McDonough, Vandehaar, Murray, Heit, Schlicher, Neill and Shook
EXCUSED/ABSENT	Laylin (A), Breitback (E), Doepcke (A), Bunn (A), Faldet (A) and Blair (A)
MGMT STAFF PRESENT	Cooper, Hill, Schneider, Ames, Hoff, Fox, Corsbie, Grote, Granberg, Victoria, Jante, Franzen, Reeg, Gillam, Sanders, Kearney, Miene and Lyons
DOC STAFF PRESENT	Dawn Hansen
LINE STAFF PRESENT	Hummel and Lau
PUBLIC PRESENT	Mary Keatley
CALL TO ORDER	The First District - Department of Corrections Board of Directors met on the above date via Google Meets and at the Waterloo Women's Center for Change. Chair John Shook called the meeting to order at 10:01 a.m.
ROLL CALL	Roll was called with ten (10) members present, one (1) members excused and five (5) members absent.
AGENDA	Motion Shook to amend submitted agenda by removing agenda item eleven. Seconded. Motion carried unanimously.
MINUTES APPROVED	Motion Helmrichs to approve the June 21, 2024 minutes as received. Seconded. Motion carried unanimously.
PUBLIC FORUM	None

FINANCIAL REPORT

Missy Schneider presented the final FY24 financial report.

Total assets equaled \$844,703.12
Total liabilities equaled \$843,892.12

Resulting in an excess of \$811.00 for FY24.

Missy Schneider presented the FY25 year to date report through October 31, 2024

The total variance in revenue is (\$279,621.26)
The total variance in expenses is \$322,046.37

The budget shows a projected excess of \$42,425 at the fiscal year end, June 30, 2025..

NEW PROBATION CONDITIONS

Denise Cooper presented the First Districts new Standard Conditions of Probation.

ETHICS EXERCISE

Those present participated in an informal ethics exercise provided by John Shook.

STAFF RECOGNITION

Denise Cooper recognized recently promoted staff members McKenzie Eckert, Tim Gillam, Britlyn Franzen and Randi Hummel. Also recognized were new staff members Allison Lau, Jay Grote and Ella Link.

COMMUNITY UPDATES

Shirley Helmrichs reported the Delaware County Courthouse is currently undergoing major renovations. She shared the history of the building along with the plans for the renovations. The First District Probation/Parole Officers housed in the courthouse will be housed at the Community Services building during the renovations.

Lynn Neill reported she recently attended the annual Re-entry conference in Fort Dodge. There was a great deal of focus on the issue of housing. The group is working towards meeting more often going forward.

Ann McDonough expressed the importance of a system wide approach in corrections. Juveniles need to be included in the discussion.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURNMENT

Motion Vandehaar to adjourn. Seconded. Motion carried unanimously. Meeting adjourned at 10:57 a.m.

Respectfully submitted,



Lori Fox
Board Secretary

Copies to: Board of Directors
1st District Employees
DOC: Beth Skinner, Sally Kreamer, Zach Carlyle and Steve Dick
Chris Tague AFSCME
Board File

