

**201—1.8(904) Organization of the department.**

**1.8(1)** The deputy director of institutional operations is responsible for all institutions and facilities. These descriptions are in no way binding on the director's authority to transfer incarcerated individuals between institutions.

*a.* The deputy director of institutional operations is responsible for:

- (1) The Iowa state penitentiary, Fort Madison.
- (2) The Anamosa state penitentiary, Anamosa.
- (3) The Iowa medical and classification center, Coralville.
- (4) Mount Pleasant correctional facility, Mount Pleasant.
- (5) The Iowa correctional institution for women, Mitchellville.
- (6) The Clarinda correctional facility, Clarinda.
- (7) The north central correctional facility, Rockwell City.
- (8) The Newton correctional facility and the Newton correctional release center, Newton.
- (9) The Fort Dodge correctional facility, Fort Dodge.

*b.* The deputy director of institutional operations is also responsible for the following:

- (1) Classification.
- (2) Education.
- (3) Safety officers.
- (4) Records.
- (5) Transfers.

**1.8(2)** The deputy director of community-based corrections:

*a.* Is responsible for the coordinating of Code of Iowa requirements as they apply to the judicial district department of correctional services for all eight judicial districts to include:

- (1) The first judicial district department of correctional services.
- (2) The second judicial district department of correctional services.
- (3) The third judicial district department of correctional services.
- (4) The fourth judicial district department of correctional services.
- (5) The fifth judicial district department of correctional services.
- (6) The sixth judicial district department of correctional services.
- (7) The seventh judicial district department of correctional services.
- (8) The eighth judicial district department of correctional services.

*b.* Is to act as liaison with and assist community-based corrections through the purchase of service agreement and periodic review and accreditation of these programs:

- (1) Pretrial interviews.
- (2) Pretrial supervision.
- (3) Presentence investigation.
- (4) Probation.
- (5) Residential services.
- (6) Community service sentencing.
- (7) OWI facilities.
- (8) Parole supervision.
- (9) Interstate compact.
- (10) Substance abuse treatment services.
- (11) Cognitive learning.
- (12) Iowa domestic abuse program.
- (13) Sex offender treatment.
- (14) Preemployment programs.
- (15) Special sentences.

**1.8(3)** The fiscal manager for the division of administration shall be responsible for the following:

- a.* Budget development and control.
- b.* Personnel.
- c.* Accountable government oversight.

- d.* Planning and development.
- e.* General administrative support.
- f.* Fiscal policy and procedures.
- g.* Engineering.
- h.* Data processing.

**1.8(4)** The deputy director for prison industries shall be responsible for the following:

- a.* The manufacturing/service/purchasing operations.
- b.* The activities and programs of the sales manager and territorial sales staff of Iowa prison industries.
- c.* The budget, income and expense forecasts and financial record keeping/reporting required to operate Iowa prison industries as a self-supporting activity.
- d.* Private sector employment.
- e.* Farms.
- f.* Centralized canteen.
- g.* State and federal surplus.

**1.8(5)** The director of research/recidivism reduction shall be responsible for the following:

- a.* Learning center.
- b.* Research department.

**1.8(6)** The general counsel/inspector general shall be responsible for the following:

- a.* Legal services.
- b.* Coordination of court orders.
- c.* Investigations.
- d.* EEO/AA.
- e.* Administrative law judges.
- f.* Jail inspections.
- g.* Legislative program.
- h.* Administrative rules.

**1.8(7)** The director of media and public relations shall be responsible for the following:

- a.* Providing public information to constituency groups and the media.
- b.* Facilitating internal communications in the department.

**1.8(8)** The medical services director shall be responsible for the following:

- a.* Institutional medical services.
- b.* Central pharmacy.

[ARC 3929C, IAB 8/1/18, effective 9/5/18; see Delay note at end of chapter; ARC 4152C, IAB 12/5/18, effective 11/14/18]