



**OFFICE OF AUDITOR OF STATE  
STATE OF IOWA**

David A. Vaudt, CPA  
Auditor of State

State Capitol Building  
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**NEWS RELEASE**

FOR RELEASE September 19, 2006

Contact: Andy Nielsen  
515/281-5834

Auditor of State David A. Vaudt today released a combined report on the institutions under the control of the Iowa Department of Corrections. The report includes findings and recommendations and average cost per inmate information for the five years ended June 30, 2005.

The average cost per inmate at the nine institutions under the control of the Iowa Department of Corrections ranged from \$16,848 at the North Central Correctional Facility - Rockwell City to \$39,727 at the Iowa State Penitentiary in Fort Madison for the year ended June 30, 2005. General fund expenditures for the nine institutions totaled approximately \$209.2 million for the year ended June 30, 2005, an increase of approximately \$5.3 million, or 2.6%, over the year ended June 30, 2004. General Fund expenditures have increased 11.7% during the five year period ended June 30, 2005. The average daily cost per inmate of \$67.06 for the year ended June 30, 2005 was 4% greater than the average daily cost per inmate of \$64.46 for the year ended June 30, 2001. The average number of inmates increased 7.4% over the five year period, from 7,961 for the year ended June 30, 2001 to 8,547 for the year ended June 30, 2005.

A copy of the report is available for review in the Office of Auditor of State and on the Auditor of State's web site at <http://auditor.iowa.gov/reports/reports.htm>.

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**COMBINED REPORT ON THE INSTITUTIONS UNDER THE  
CONTROL OF THE IOWA DEPARTMENT OF CORRECTIONS  
SCHEDULES  
FINDINGS AND RECOMMENDATIONS**

**JUNE 30, 2005**

Office of  
**AUDITOR  
OF STATE**  
State Capitol Building • Des Moines, Iowa



**David A. Vaudt, CPA**  
**Auditor of State**



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Telephone (515) 281-5834 Facsimile (515) 242-6134

September 12, 2006

To the Members of the Iowa Board of Corrections:

The Institutions under the control of the Iowa Department of Corrections are a part of the State of Iowa and, as such, have been included in our audits of the State's Comprehensive Annual Financial Report (CAFR) and the State's Single Audit Report for the year ended June 30, 2005.

In conducting our audits, we became aware of certain aspects concerning the various Institutions' operations for which we believe corrective action is necessary. As a result, we have developed recommendations which are reported on the following pages. We believe you should be aware of these recommendations which pertain to internal control, compliance with statutory requirements and other matters. These recommendations have been discussed with applicable Institution personnel and their responses to these recommendations are included in this report.

We have also included certain unaudited financial and other information for the Institutions under the control of the Iowa Department of Corrections for the five years ended June 30, 2005 to report an average cost per inmate at each Institution as required by Chapter 11.28 of the Code of Iowa.

This report, a public record by law, is intended solely for the information and use of the officials and employees of the Iowa Department of Corrections, the Institutions under the control of the Iowa Department of Corrections, citizens of the State of Iowa and other parties to whom the Iowa Department of Corrections may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Institutions during the course of our audits. Should you have questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience. Individuals who participated in our audits of the Institutions are listed on pages 28, 29, 30, 31, 32, 33, 34, 35 and 36 and they are available to discuss these matters with you.

DAVID A. VAUDT, CPA  
Auditor of State

WARREN G. JENKINS, CPA  
Chief Deputy Auditor of State

cc: Honorable Thomas J. Vilsack, Governor  
Michael L. Tramontina, Director, Department of Management  
Dennis C. Prouty, Director, Legislative Services Agency

## Iowa Department of Corrections

### Overview

#### **Background**

In accordance with Chapter 904 of the Code of Iowa, the Iowa Department of Corrections is responsible for the control, treatment and rehabilitation of offenders committed under law to the following nine institutions:

Iowa State Penitentiary - Fort Madison – A penal institution for men consisting of the Penitentiary proper, a maximum security facility, the John E. Bennett unit, a medium security dormitory, and the Montrose and Augusta units, two minimum security farm dormitories.

Anamosa State Penitentiary – A penal institution for men consisting of the reformatory proper, a medium security facility, and Luster Heights, a minimum security facility. A primary objective is to release individuals who have learned to cope with their problems and live within the rules of society.

Iowa Medical and Classification Center - Oakdale – A forensic psychiatric hospital for persons displaying evidence of mental illness or psychosocial disorders and requiring diagnostic services or treatment in a security setting, a security unit for persons requiring confinement in a security setting and a classification unit for the reception, orientation and classification of inmates before placement in the most appropriate correctional institution according to necessary security and custody arrangement and the assessed service needs of the inmates.

Mount Pleasant Correctional Facility – A medium security facility for men primarily for treatment of inmates who exhibit treatable personality disorders, with or without accompanying history of drug or alcohol abuse. Under the direction of a superintendent, the Institution emphasizes a treatment program directed toward developing the inmate's social skills to aid in his return to community life.

Clarinda Correctional Facility – A medium security facility primarily for chemically dependent, mentally retarded and socially inadequate offenders.

North Central Correctional Facility - Rockwell City – A minimum security facility for men.

Iowa Correctional Institution for Women - Mitchellville – A minimum security correctional institution for women providing care, custody and rehabilitative services.

Newton Correctional Facility – A minimum security release center utilized for the preparation of inmates of the correctional institutions for discharge, work release or parole. The Institution provides inmates with actual practice in functioning within society and with feedback regarding their performance.

Fort Dodge Correctional Facility – A medium security prison designed to house 750 adult male offenders in a double occupancy celled environment. The Facility specializes in assisting inmates making the transition to civilian living.



## Iowa Department of Corrections

### Overview

#### **Scope**

We have calculated an average cost per inmate at each Institution for the five years ended June 30, 2005, based on their general fund expenditures. Certain reclassifications and changes have been made to these expenditures to provide comparable averages between Institutions. Therefore, expenditure amounts and cost per inmate averages may differ from those used for statewide financial statement purposes. These reclassifications and changes are as follows:

- (1) Operating transfers, primarily reimbursements to other state agencies for services, have been reclassified as expenditures for purposes of this report.
- (2) At the inception of a capital lease, total principal payments are recorded as expenditures and as other financing sources for statewide purposes. For purposes of this report, we have included only the current year principal and interest payments as expenditures.
- (3) Canteen operations have been excluded from general fund expenditures since the canteen is a self-supporting operation at each Institution.
- (4) Non-cash assistance, consisting of USDA commodities, has been excluded from general fund expenditures.

For these Institutions, expenditures do not include the cost of improvements and additions to buildings financed by certificates of participation.

#### **Summary Observation**

The average cost per inmate ranged from \$16,848 at the North Central Correctional Facility - Rockwell City to \$39,727 at the Iowa State Penitentiary in Fort Madison for fiscal year 2005. The average cost per inmate has generally remained constant or increased over the past five years at each Institution.

While total general fund expenditures have increased 11.7%, from \$187,318,784 for fiscal year 2001 to \$209,212,460 for fiscal year 2005, the average number of inmates has increased 7.4%, from 7,961 to 8,547, and the average daily cost per inmate has increased 4%, from \$64.46 to \$67.06, over the same period.

**Iowa Department of Corrections**

## **Schedules**

Institutions Under the Control of the Iowa Department of Corrections

Average Cost Per Inmate by Institution  
(Unaudited)

For the Last Five Fiscal Years

	Year ended June 30, 2001			
	Average Number of Inmates	Average Number of Employees	Average Cost per Inmate	Average Daily Cost per Inmate
Iowa State Penitentiary - Fort Madison	900	496	\$ 35,134	96.26
Anamosa State Penitentiary	1,290	387	19,150	52.47
Iowa Medical and Classification Center - Oakdale	812	334	26,911	73.73
Mount Pleasant Correctional Facility	1,028	332	21,418	58.68
Clarinda Correctional Facility	853	284	21,248	58.21
North Central Correctional Facility- Rockwell City	411	118	18,286	50.10
Iowa Correctional Institution for Women - Mitchellville	480	220	26,232	71.87
Newton Correctional Facility	1,089	376	21,697	59.44
Fort Dodge Correctional Facility	1,098	402	23,011	63.04
Total	7,961	2,949	\$ 23,530	64.46

Year ended June 30, 2002				Year ended June 30, 2003			
Average Number of Inmates	Average Number of Employees	Average Cost per Inmate	Average Daily Cost per Inmate	Average Number of Inmates	Average Number of Employees	Average Cost per Inmate	Average Daily Cost per Inmate
892	484	\$ 34,565	94.70	925	513	\$ 37,676	103.22
1,309	368	18,533	50.79	1,288	355	19,434	53.24
817	323	26,855	73.58	884	320	25,345	69.44
970	327	21,891	59.98	1,001	314	21,634	59.27
870	285	21,234	58.18	885	279	21,063	57.71
450	109	16,332	44.75	478	105	15,557	42.62
509	198	24,257	66.46	541	195	23,709	64.95
1,061	344	21,098	57.81	1,137	334	20,397	55.88
1,186	386	20,475	56.10	1,236	366	20,118	55.12
8,064	2,824	\$ 22,706	62.21	8,375	2,781	\$ 22,794	62.45

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Institutions Under the Control of the Iowa Department of Corrections

Average Cost Per Inmate by Institution  
(Unaudited)

For the Last Five Fiscal Years

	Year ended June 30, 2004			
	Average Number of Inmates	Average Number of Employees	Average Cost per Inmate	Average Daily Cost per Inmate
Iowa State Penitentiary - Fort Madison	1,056	555	\$ 37,664	100.45
Anamosa State Penitentiary	1,311	363	20,367	55.80
Iowa Medical and Classification Center - Oakdale	762	322	31,285	85.71
Mount Pleasant Correctional Facility	1,083	302	20,673	56.64
Clarinda Correctional Facility	844	276	24,055	65.90
North Central Correctional Facility- Rockwell City	484	106	16,626	45.55
Iowa Correctional Institution for Women - Mitchellville	578	194	24,029	65.83
Newton Correctional Facility	1,188	338	20,274	55.54
Fort Dodge Correctional Facility	1,241	367	20,866	57.17
Total	8,547	2,823	\$ 23,852	65.35

Year ended June 30, 2005				
Average Number of Inmates	Average Number of Employees	Average Cost per Inmate		Average Daily Cost per Inmate
998	529	\$ 39,727		108.84
1,319	354	20,724		56.78
813	295	29,556		80.97
1,045	280	21,704		59.46
918	292	24,530		67.21
487	102	16,848		46.16
599	183	23,665		64.84
1,140	322	21,617		59.22
1,228	360	21,154		57.96
8,547	2,717	\$ 24,478		67.06

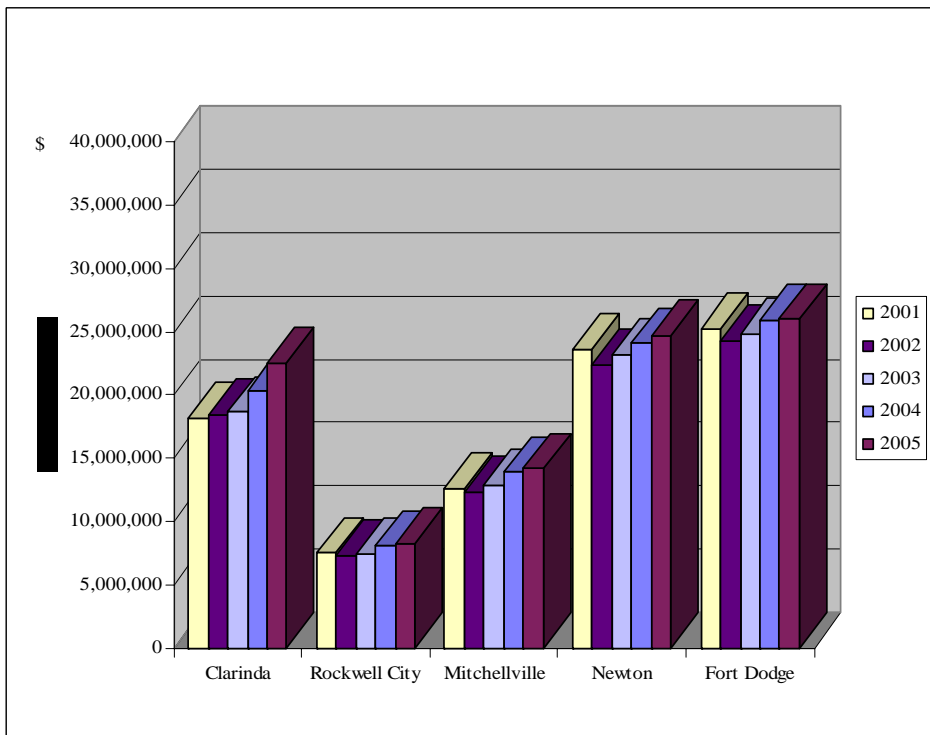
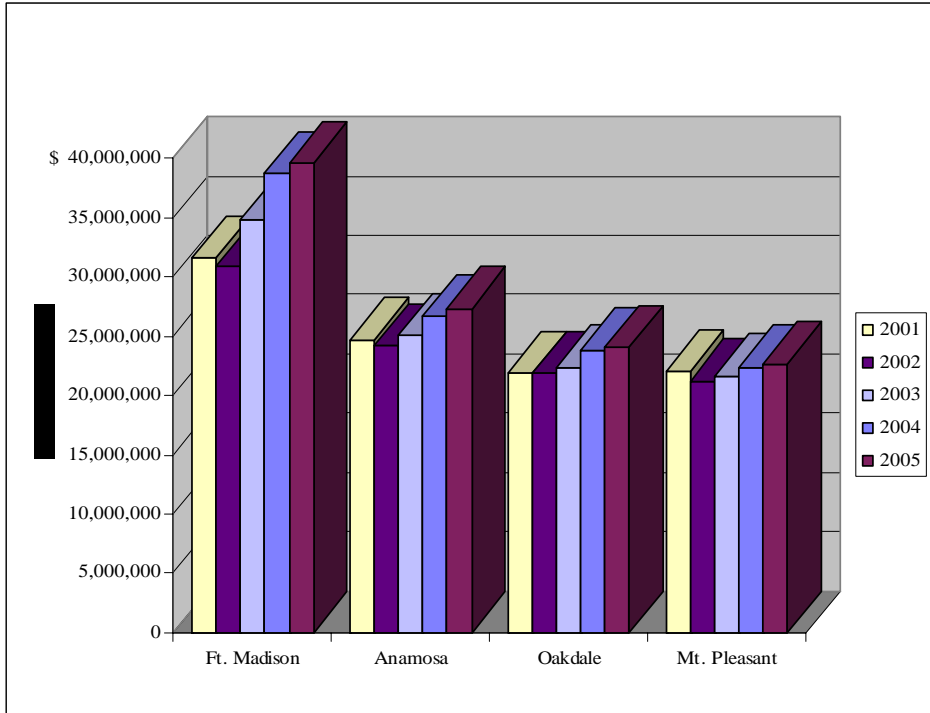
**Iowa Department of Corrections**



Institutions Under the Control of the Iowa Department of Corrections

Average Cost Per Inmate Information by Institution  
Total Expenditures  
(Unaudited)

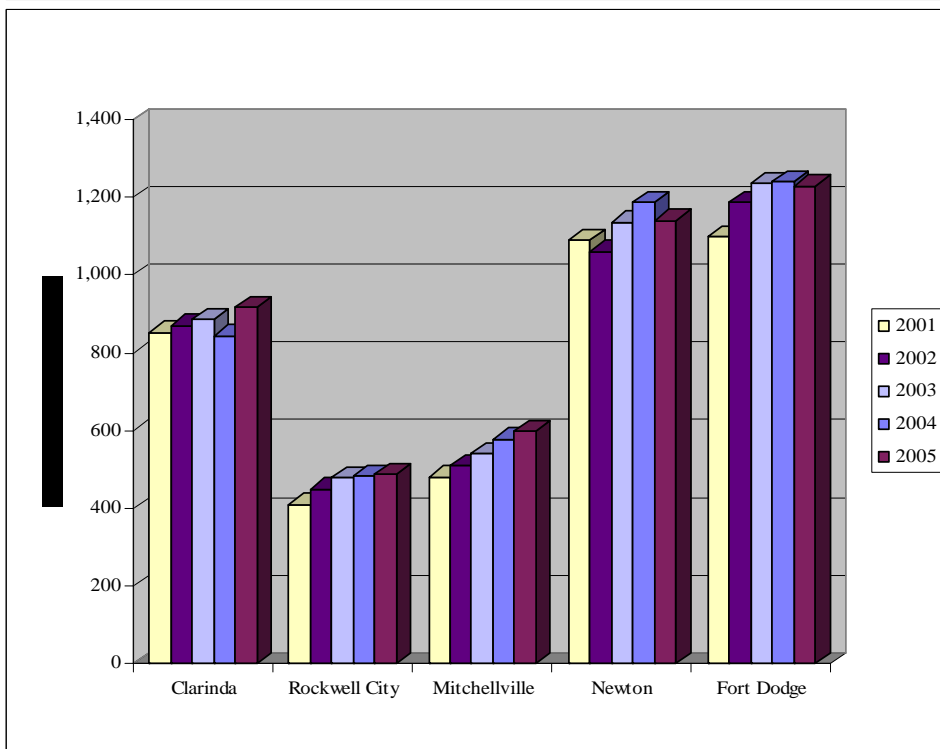
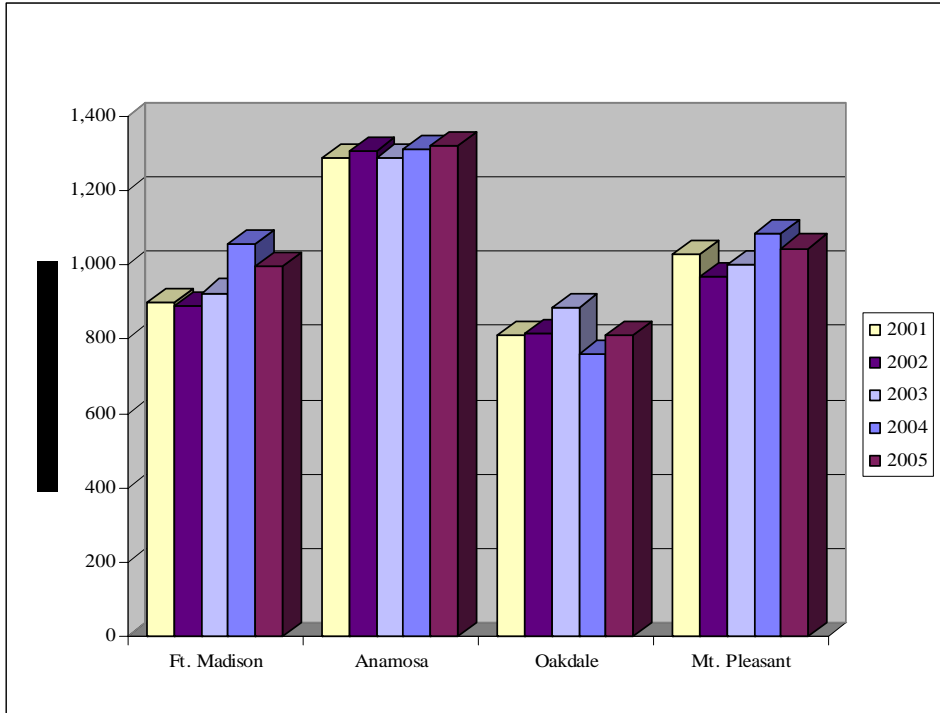
For the Last Five Fiscal Years



Institutions Under the Control of the Iowa Department of Corrections

Average Cost Per Inmate Information by Institution  
Average Number of Inmates  
(Unaudited)

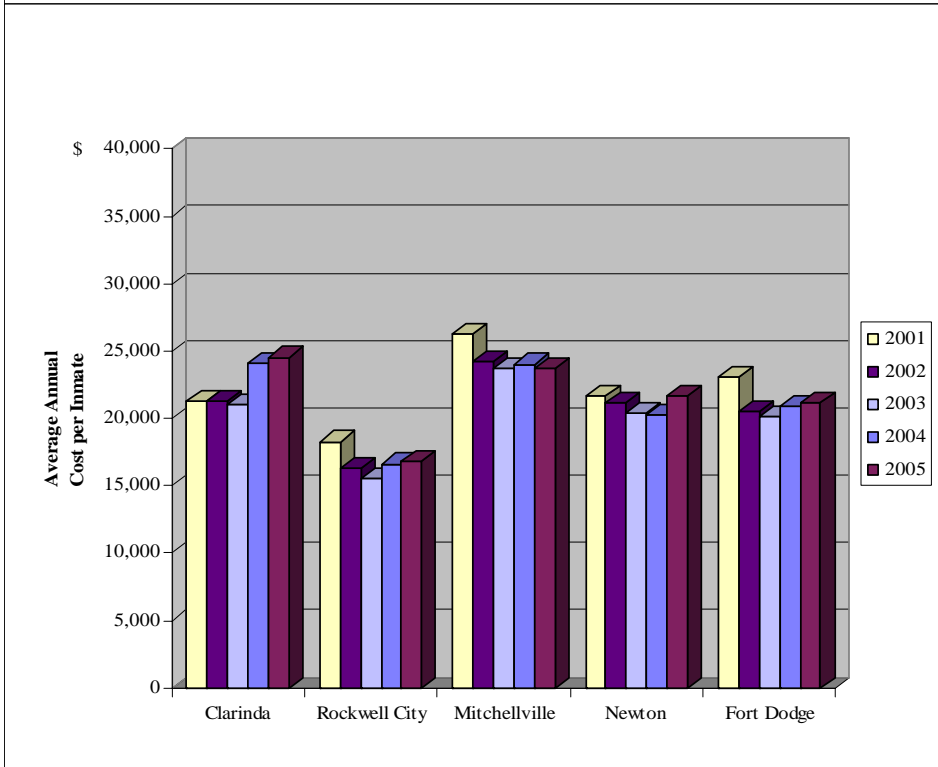
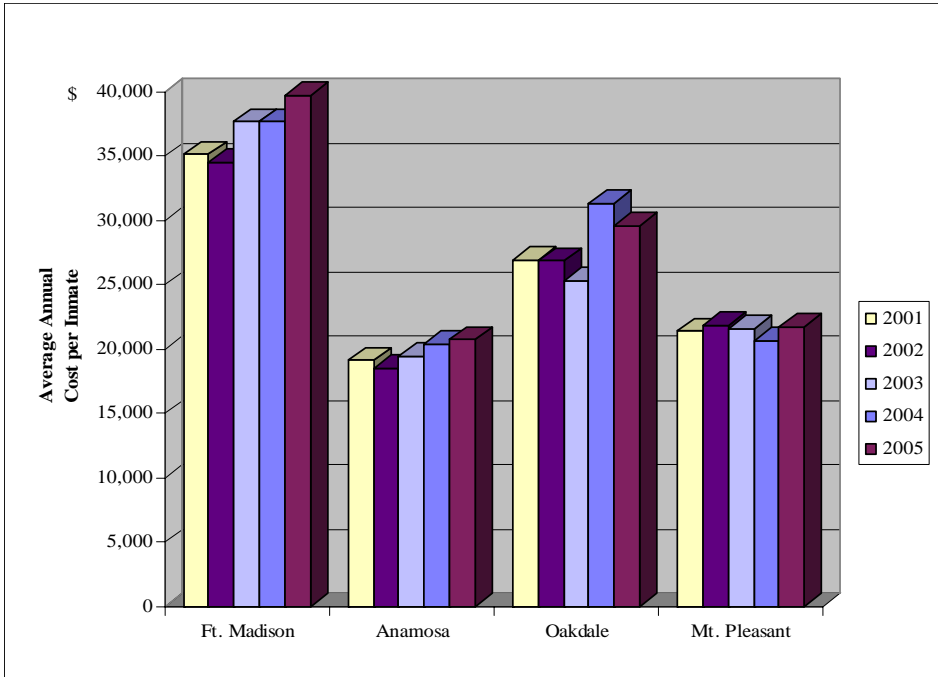
For the Last Five Fiscal Years



Institutions Under the Control of the Iowa Department of Corrections

Average Cost Per Inmate Information by Institution  
Average Annual Cost per Inmate  
(Unaudited)

For the Last Five Fiscal Years



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Institutions Under the Control of the Iowa Department of Corrections

General Fund Expenditures by Institution  
(Unaudited)

Year ended June 30, 2001

	Iowa State Penitentiary - Fort Madison	Anamosa State Penitentiary	Iowa Medical and Classification Center - Oakdale	Mount Pleasant Correctional Facility
Personal services	\$ 24,393,563	19,604,677	17,172,893	16,162,246
Travel	47,647	38,776	101,243	81,895
Supplies and materials	3,944,515	2,523,739	2,295,042	2,761,950
Contractual services	2,139,431	1,851,603	1,790,236	2,115,202
Capital outlay	619,422	223,576	301,192	469,774
Claims and miscellaneous	474,684	461,565	190,880	426,821
Licenses, permits and refunds	918	-	-	-
Total	\$ 31,620,180	24,703,936	21,851,486	22,017,888

Iowa					
Clarinda Correctional Facility	North Central Correctional Facility - Rockwell City	Correctional Institution for Women - Mitchellville	Newton Correctional Facility	Fort Dodge Correctional Facility	Total
13,329,186	5,582,202	10,110,372	17,865,269	17,654,659	141,875,067
78,239	34,518	55,112	129,120	115,143	681,693
2,642,832	719,058	1,155,120	2,794,838	2,764,357	21,601,451
1,454,030	789,730	846,548	1,858,783	2,849,366	15,694,929
176,472	219,584	238,042	438,268	1,539,269	4,225,599
442,456	170,608	186,034	541,662	342,129	3,236,839
1,104	-	-	209	975	3,206
18,124,319	7,515,700	12,591,228	23,628,149	25,265,898	187,318,784

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Institutions Under the Control of the Iowa Department of Corrections

General Fund Expenditures by Institution  
(Unaudited)

Year ended June 30, 2002

	Iowa State Penitentiary - Fort Madison	Anamosa State Penitentiary	Iowa Medical and Classification Center - Oakdale	Mount Pleasant Correctional Facility
Personal services	\$ 25,447,732	19,573,666	17,507,726	16,942,233
Travel	61,420	38,635	76,495	54,569
Supplies and materials	2,760,708	2,587,510	2,205,519	2,233,947
Contractual services	1,879,237	1,480,653	1,558,687	1,341,980
Capital outlay	199,885	75,687	400,392	258,275
Claims and miscellaneous	477,996	503,184	191,909	403,612
Licenses, permits and refunds	4,556	-	-	-
Total	\$ 30,831,534	24,259,335	21,940,728	21,234,616

Iowa					
Clarinda Correctional Facility	North Central Correctional Facility - Rockwell City	Correctional Institution for Women - Mitchellville	Newton Correctional Facility	Fort Dodge Correctional Facility	Total
13,950,993	5,565,379	10,023,685	17,359,932	18,318,476	144,689,822
61,149	31,156	25,884	92,599	55,109	497,016
2,489,052	704,738	1,088,188	2,578,463	2,363,154	19,011,279
1,382,128	747,370	891,775	1,680,398	2,957,397	13,919,625
154,982	94,618	71,205	228,024	234,713	1,717,781
434,772	206,002	246,240	445,019	326,267	3,235,001
740	-	-	198	27,663	33,157
18,473,816	7,349,263	12,346,977	22,384,633	24,282,779	183,103,681

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Institutions Under the Control of the Iowa Department of Corrections

General Fund Expenditures by Institution  
(Unaudited)

Year ended June 30, 2003

	Iowa State Penitentiary - Fort Madison	Anamosa State Penitentiary	Iowa Medical and Classification Center - Oakdale	Mount Pleasant Correctional Facility
Personal services	\$ 28,489,841	20,169,286	18,263,996	17,527,117
Travel	119,664	61,935	92,324	74,761
Supplies and materials	2,998,965	2,757,099	2,053,622	2,213,916
Contractual services	2,503,381	1,443,139	1,688,579	1,276,816
Capital outlay	236,660	141,244	97,557	147,127
Claims and miscellaneous	497,655	458,456	208,830	415,567
Licenses, permits and refunds	4,573	-	-	-
Total	\$ 34,850,739	25,031,159	22,404,908	21,655,304



Iowa					
Clarinda Correctional Facility	North Central Correctional Facility Rockwell City	Correctional Institution for Women - Mitchellville	Newton Correctional Facility	Fort Dodge Correctional Facility	Total
14,665,722	5,716,796	10,486,754	17,758,872	18,423,549	151,501,933
63,579	35,368	35,824	80,346	87,496	651,297
2,111,743	695,661	1,178,638	2,786,717	2,494,669	19,291,030
1,374,541	702,018	835,695	1,928,342	3,248,398	15,000,909
24,539	128,229	81,329	209,011	266,977	1,332,673
399,508	158,245	208,060	423,941	338,681	3,108,943
869	-	-	3,987	6,098	15,527
18,640,501	7,436,317	12,826,300	23,191,216	24,865,868	190,902,312

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Institutions Under the Control of the Iowa Department of Corrections

General Fund Expenditures by Institution  
(Unaudited)

Year ended June 30, 2004

	Iowa State Penitentiary - Fort Madison	Anamosa State Penitentiary	Iowa Medical and Classification Center - Oakdale	Mount Pleasant Correctional Facility
Personal services	\$ 32,509,487	21,808,107	19,500,778	18,100,803
Travel	90,445	47,104	116,095	75,236
Supplies and materials	3,090,665	2,756,521	2,154,399	2,431,842
Contractual services	2,155,293	1,508,297	1,737,208	1,263,857
Capital outlay	306,861	119,586	132,469	95,720
Claims and miscellaneous	560,087	461,036	197,891	421,434
Licenses, permits and refunds	4,059	-	-	-
Total	\$ 38,716,897	26,700,651	23,838,840	22,388,892

Iowa					
Clarinda Correctional Facility	North Central Correctional Facility Rockwell City	Correctional Institution for Women - Mitchellville	Newton Correctional Facility	Fort Dodge Correctional Facility	Total
15,520,112	6,169,374	11,178,936	19,193,618	20,481,253	164,462,468
129,006	42,301	129,953	96,415	37,270	763,825
2,338,590	775,950	1,247,033	2,505,179	2,542,797	19,842,976
1,662,216	628,513	1,009,344	1,720,194	2,252,252	13,937,174
242,589	280,627	118,319	172,183	253,176	1,721,530
408,710	150,415	205,124	397,422	324,112	3,126,231
888	-	-	345	3,538	8,830
20,302,111	8,047,180	13,888,709	24,085,356	25,894,398	203,863,034

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Institutions Under the Control of the Iowa Department of Corrections

General Fund Expenditures by Institution  
(Unaudited)

Year ended June 30, 2005

	Iowa State Penitentiary - Fort Madison	Anamosa State Penitentiary	Iowa Medical and Classification Center - Oakdale	Mount Pleasant Correctional Facility
Personal services	\$ 32,952,833	22,141,657	19,032,391	18,425,339
Travel	187,420	68,220	159,439	220,314
Supplies and materials	3,185,930	2,813,891	2,474,854	2,198,440
Contractual services	2,512,872	1,619,558	1,785,608	1,329,761
Capital outlay	270,054	251,035	409,351	78,889
Claims and miscellaneous	534,803	440,816	167,274	428,453
Licenses, permits and refunds	3,967	-	-	-
Total	\$ 39,647,879	27,335,177	24,028,917	22,681,196

Iowa					
Clarinda Correctional Facility	North Central Correctional Facility - Rockwell City	Correctional Institution for Women - Mitchellville	Newton Correctional Facility	Fort Dodge Correctional Facility	Total
17,115,309	6,300,961	11,095,638	19,357,649	21,241,745	167,663,522
155,372	52,040	30,807	217,403	84,909	1,175,924
2,898,245	959,782	1,523,878	2,473,872	2,560,676	21,089,568
1,867,609	609,169	1,041,502	1,701,004	1,695,702	14,162,785
84,661	58,972	256,195	534,717	65,707	2,009,581
396,818	223,890	227,250	358,168	326,963	3,104,435
864	-	-	330	1,484	6,645
22,518,878	8,204,814	14,175,270	24,643,143	25,977,186	209,212,460

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Institutions Under the Control of the Iowa Department of Corrections

Inmate Population Statistics  
(Unaudited)

Year ended June 30, 2005

	Iowa State Penitentiary - Fort Madison	Anamosa State Penitentiary	Iowa Medical and Classification Center - Oakdale	Mount Pleasant Correctional Facility
Population beginning of year	1,060	1,315	790	1,052
Admissions:				
Admissions and transfers in	546	744	5,966	913
Released:				
Transfers out	136	373	5,547	240
Paroles	218	100	54	242
Work release	68	115	19	190
Parole /discharges	30	4	86	68
Expiration of sentence	130	128	101	159
Shock probation	9	10	23	20
Return to probation	1	1	-	-
Transfers out to OWI facility	10	2	99	4
Transfers out to MHI	-	-	5	-
Release by Court Order	1	5	16	-
Iowa compact transfers out	-	-	1	2
Compact prisoners from other states out	1	1	4	-
Appeal bond	2	1	16	-
Deaths	10	4	5	3
Total released	616	744	5,976	928
Population end of year	990	1,315	780	1,037
Average number of inmates	998	1,319	813	1,045

Iowa				
Clarinda Correctional Facility	North Central Correctional Facility - Rockwell City	Correctional Institution for Women - Mitchellville	Newton Correctional Facility	Fort Dodge Correctional Facility
903	464	579	1,186	1,257
1,226	592	788	2,073	1,314
464	59	144	637	342
228	217	333	434	266
171	156	129	302	171
38	27	77	22	303
120	67	46	440	163
17	19	27	13	38
-	-	-	144	25
1	15	9	57	-
-	-	-	8	-
2	-	1	-	-
-	-	-	19	29
1	-	-	-	-
1	-	-	-	2
-	-	-	1	1
1,043	560	766	2,077	1,340
1,086	496	601	1,182	1,231
918	487	599	1,140	1,228

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.

**Staff:**

Questions or requests for further assistance should be directed to:

Steven M. Nottger, CPA, Manager  
Daniel L. Grady, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Carmon K. Kutcher, Assistant Auditor  
Andrew N. Pulford, Assistant Auditor  
Joseph M. Seuntjens, Assistant Auditor



Findings and Recommendations for Anamosa State Penitentiary

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.

**Staff:**

Questions or requests for further assistance should be directed to:

Kay F. Dunn, CPA, Manager  
Darryl J. Brumm, CPA, Senior Auditor II  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Chad D. Lehman, Assistant Auditor  
Jennifer S. Reynolds, Assistant Auditor

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.

**Staff:**

Questions or requests for further assistance should be directed to:

Steven M. Nottger, CPA, Manager  
Kip M. Druecker, Senior Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Carmon K. Kutcher, Assistant Auditor  
Carrie L. Livingston, Assistant Auditor

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

Inmate Account – Checks received in the mail for the Inmate Account are not restrictively endorsed immediately. The restrictive endorsement is not placed on the checks until the end of the day. Also, an initial listing of receipts is not prepared by the mail opener for this activity.

Recommendation – The Institution should restrictively endorse checks immediately upon receipt and prepare an initial listing of receipts for the Inmate Account. The initial listing should later be compared to the amount deposited in the bank by someone independent of the process.

Response – Money orders received in the mail for the Inmate Account are now restrictively endorsed immediately. Photocopies are made of all receipts, serving as the initial listing of receipts. The Budget Analyst 2 periodically compares random receipts to the deposit account.

Conclusion – Response accepted.

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.

**Staff:**

Questions or requests for further assistance should be directed to:

Cynthia L. Weber, CPA, Manager  
Trevor L. Theulen, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Daniel L. Grady, Staff Auditor  
Ryan J. Johnson, CPA, Staff Auditor  
Philip J. Cloos, Assistant Auditor  
Carmon K. Kutcher, Assistant Auditor  
Carrie L. Livingston, Assistant Auditor  
Jennifer S. Reynolds, Assistant Auditor  
Ryan J. Sisson, Assistant Auditor

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

Unclaimed Property – Chapter 556.11 of the Code of Iowa requires each state agency to report and remit obligations, including checks, outstanding for more than two years to the State Treasurer's Office annually. The Correctional Facility did not remit these obligations as required.

Recommendation – The outstanding checks should be reviewed annually and items over two years old should be remitted to the State Treasurer's Office as required by the Code of Iowa.

Response – The aged checks are being removed from the referenced account and being reported and turned over to the State Treasurer as the Code of Iowa requires.

Conclusion – Response accepted.

**Staff:**

Questions or requests for further assistance should be directed to:

K. David Voy, CPA, Manager  
Heather L. Templeton, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Nicole B. Tenges, Staff Auditor  
Tiffany A. Gossweiler, Assistant Auditor  
Andrew N. Pulford, Assistant Auditor

June 30, 2005

**Findings Reported in the State’s Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.

**Staff:**

Questions or requests for further assistance should be directed to:

Pamela J. Bormann, CPA, Manager  
Stephanie A. Bernard, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Joseph M. Seuntjens, Assistant Auditor  
Janet M. Tiefenthaler, Assistant Auditor

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

Imaged Checks – Chapter 554D.114 of the Code of Iowa allows the Institution to retain cancelled checks in an electronic format and requires retention in this manner to include an image of both the front and back of each cancelled check. The Institution receives cancelled checks through electronic image, but does not obtain an image of the back of each cancelled check as required.

Recommendation – The Institution should obtain and retain an image of both the front and back of each cancelled check as required.

Response – I have talked with our staff and we did contact our bank and they will start sending copies of both the front and the back of each cancelled check when they send us the monthly statement.

Conclusion – Response accepted.

**Staff:**

Questions or requests for further assistance should be directed to:

Ronald D. Swanson, CPA, Manager  
Scott P. Boisen, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Donald J. Lewis, Assistant Auditor  
Curtis E. Van Zee, Assistant Auditor

Findings and Recommendations for Newton Correctional Facility

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.

**Staff:**

Questions or requests for further assistance should be directed to:

Pamela J. Bormann, CPA, Manager  
Cheryl R. Moya, CPA, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Andrew J. Muff, Assistant Auditor  
Nickolas J. Schaul, Assistant Auditor

Findings and Recommendations for Fort Dodge Correctional Facility

June 30, 2005

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Related to Internal Control:**

No matters were noted.

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.

**Staff:**

Questions or requests for further assistance should be directed to:

Steven M. Nottger, CPA, Manager  
Sheila M. Jensen, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Carey L. Fraise, Assistant Auditor  
Andrew J. Muff, Assistant Auditor  
Ryan J. Sisson, Assistant Auditor