Reported Recommending .....
Ind. Postponed .....
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Passed House .....
Failed to Pass House .....

Senate File 316

February 21, 1947.
Passed on File.

By FAUL, KEIR, MERCER, MYRLAND, JACOBSON, BERG,

A BILL FOR

An Act relating to the creation of the Iowa Department of State Institutions, a State Board of Public Institutions, authorizing the appointment of a state administrator of state institutions, prescribing the qualifications and duties of the members of the state department, state board, state administrator, and other administrative officers and employees of the Iowa Department of State Institutions; providing for the appointment and manner of appointment of a staff psychiatrist, a staff child welfare specialist, a staff penologist and a staff business manager, and to provide the method of integrating the operation and management of state institutions; and to repeal chapters two hundred seventeen (217) and two hundred eighteen (218), Code 1946, and by changing the name "Board of Control" wherever the same appears in the Code of 1946, to "State Board of Public Institutions".

Be It Enacted by the General Assembly of the State of Iowa:

1 Section 1. DEFINITIONS.

2 As used in this act "department" means Iowa department
3 of state institutions; "board" means state board of public
4 institutions; "administrator" means state administrator of
5 public institutions.

1 Sec. 2. CREATION OF DEPARTMENT.

2 There is hereby created and established an Iowa department
3 of state institutions which shall consist of a state board of

4 public institutions, a state administrator of public institu-
5 tions and such other officers and employees as may be deemed
6 necessary by the state board.

1 Sec. 3. APPOINTMENT OF STATE BOARD.

2 The state board of public institutions shall consist of
3 seven members who shall be selected from the State of Iowa
4 at large, solely with regard to their qualifications and
5 fitness to discharge the duties of the office. Not more than
6 five members shall be of the same political party. The members
7 of the state board shall be appointed by the governor with
8 the advice and consent of the senate for overlapping terms of
9 six years. The terms of two members of the board shall expire
10 on the first day of July of each odd numbered year. The first
11 two members named shall be appointed for a term of two years
12 and the next two members shall be appointed for a term of four
13 years, the next three for six years. At the expiration of the
14 first year all new appointments shall be for terms of six years.

1 Sec. 4. VACANCIES.

2 Vacancies occurring while the General Assembly is in
3 session shall be filled for the unexpired portion of the term
4 in the same manner as full term appointments are made, but
5 vacancies occurring while the General Assembly is not in session
6 shall be filled by the governor and shall be approved by the
7 Executive Council, but such appointment shall terminated at the
8 end of thirty days after the convening of the next General
9 Assembly.

1 Sec. 5. REMOVAL.

2 The governor may, with the approval of the senate, during
3 a session of the General Assembly, remove any member of the
4 board for malfeasance or nonfeasance in office, or for any
5 cause that renders him ineligible to appointment, or incapable
6 or unfit to discharge the duties of his office, and his re-
7 moval when so made shall be final.

1 Sec. 6. POLITICAL ACTIVITY.

2 No member, officer, or employee of the board, or of any
3 of the institutions under the control of the board, shall,
4 directly or indirectly, exert his influence to induce other
5 officers, employees, or electors of this state to adopt his
6 political views, or to favor any particular candidate for
7 office, nor shall such member, officer, or employee contribute
8 in any manner, money or other thing of value to any person for
9 election purposes. Any person violating this section shall be
10 removed from his office or position.

1 Sec. 7. DISQUALIFICATION.

2 No member of the board shall be eligible to any other
3 lucrative office, elective or appointive, in the state during
4 his term of service.

1 Sec. 8. ORGANIZATION.

2 The board shall elect annually a chairman and such
3 other officers as it may deem necessary. In the absence or
4 disability of the secretary, the board may, by order entered
5 of record, appoint a member of the board as acting secretary

6 during such absence or disability, who shall at such time have
7 the powers of secretary of the board. No additional compensa-
8 tion shall be paid because of service of such acting secretary.

1 Sec. 9. MEETING OF BOARD.

2 The board shall meet six times a year. Special meetings
3 may be called by the board, by the chairman of the board or
4 by the secretary of the board upon written request of any five
5 members thereof.

1 Sec. 10. SEAL.

2 The board shall have an official seal and every commission
3 order or other paper executed by the board may, under its
4 direction, be attested with its seal.

1 Sec. 11. COMPENSATION AND EXPENSES.

2 Members of the board shall receive no compensation for
3 their services other than the actual amount of traveling
4 expenses incurred in respect to the performance of their
5 official duties, and for attendance at regular or special
6 meetings of the board, and $10.00 per diem for each day actually
7 in attendance at such board meetings. The per diem of such
8 individual member of the board shall be limited to an amount
9 not exceeding (in any one year) $1,200.00 per year. In addition
10 to the compensation hereinbefore described each member of the
11 board shall be entitled to receive the amount of his traveling
12 and other necessary expenses actually incurred while engaged
13 in the performance of any other official duties, when so
14 authorized by the board. No member of the board shall have

15 any direct financial interest in or profit by any of the
16 operations of the department or any of its agencies. The
17 secretary of the board and other employees of said board, shall,
18 in addition to salary, receive their necessary traveling ex-
19 penses by the nearest traveled and practicable route, when
20 engaged in the performance of official business.
21 Per diem and expenses of board members its secretary, and
22 employees, shall upon claims being presented according to the
23 law of this state, be paid out of funds appropriated to the
24 state department of public institutions.
1 Sec. 12. TRIPS TO OTHER STATES.
2 No authority shall be granted to any person to make a
3 trip to another state at the expense of the state, except by
4 resolution, which shall state the purpose of the trip and
5 why the same is necessary, adopted by the board, entered of
6 record prior to the making of such trip.
1 Sec. 13. BIENNIAL REPORT.
2 The board shall, in each even-numbered year, at the
3 time provided by law, make a report to the governor and
4 General Assembly, and cover therein the biennial period ending
5 with June 30 preceding, which report shall embrace:
6 1. An itemized statement of its expenditures concerning
7 each institution under its control.
8 2. A detailed statement of the management of all said
9 institutions.
10 3. A statement of all visits made to said institutions

11 and when and by whom made.

12 4. The observations and conclusions of the board

13 relative to said institutions.

14 5. Such recommendations as to changes in the laws

15 relative to such institutions as the board may deem advisable.

16 6. The name and salary of every officer or employee of

17 said board, and of the various institutions controlled by the

18 board.

19 7. The annual reports made to the board by the executive

20 officers of the several institutions.

21 8. Such other matters as the governor may direct.

1 Sec. 14. BOOKS OF ACCOUNTS.

2 The board shall keep at its office a complete system of

3 books and accounts with each institution under its control.

4 Said books shall show every expenditure authorized and made

5 at said institution and shall exhibit an account of each

6 extraordinary or special appropriation made by the legislature,

7 with every item of expenditure thereof.

1 Sec. 15. AUDIT.

2 All receipts of money, goods or property and all dis-

3 bursements shall be subject to examination and audit as by

4 law provided.

1 Sec. 16. INSTITUTIONS CONTROLLED.

2 The state board of public institutions shall have full

3 power to contract for, manage, control and govern, subject

4 only to the limitations imposed by law the following

5 institutions:

6 1. Soldiers Home

7 2. Glenwood State School

8 3. State Sanatorium

9 4. Hospital for Epileptics and School for Feeble-minded

10 5. Cherokee State Hospital

11 6. Clarinda State Hospital

12 7. Independence State Hospital

13 8. Mount Pleasant State Hospital

14 9. Training School for Boys

15 10. Training School for Girls

16 11. Juvenile Home

17 12. Soldiers' Orphans Home

18 13. Women's Reformatory

19 14. Men's Reformatory

20 15. State Penitentiary.

1 Sec. 17. POWERS OF GOVERNOR.

2 Nothing contained in section 16 shall limit the general

3 supervisory or examining powers vested in the governor by the

4 laws or constitution of the state, or legally vested by him

5 in any committee appointed by him.

1 Sec. 18. REPORT OF ABUSES.

2 The board shall report, in writing, to the governor any

3 abuses found to exist in any of the said institutions.

1 Sec. 19. RULES—FIRE—ADDITIONAL DUTIES.

2 The board shall prescribe such rules, not inconsistent

3 with law, as it may deem necessary for the discharge of its
4 duties, the management of each of said institutions, the
5 admission of inmates thereto, and the treatment, care, custody,
6 education, and discharge of inmates. It is made the particular
7 duty of the board to establish rules by which danger to life
8 and property from fire will be minimized. In the discharge of
9 its duties and in the enforcement of its rules it may require
10 any of its appointees to perform duties in addition to those
11 required by statute.

1 Sec. 10. FIRE PROTECTION CONTRACTS.
2 The board shall have power to enter into contracts with
3 the governing body of any city, town, or other municipal
4 corporation for the protection from fire of any property
5 under the control of the board, located in any such municipal
6 corporation or in territory contiguous thereto, upon such
7 terms as may be agreed upon.

1 Sec. 21. ADMINISTRATOR OF PUBLIC INSTITUTIONS.
2 The board shall appoint an administrative officer for the
3 state department of public institutions who shall be known as
4 the "administrator of public institutions" and who shall have
5 such tenure of office, salary and travel expenses as the
6 board may establish. The administrator shall be selected and
7 appointed with due regard to the education, training and
8 ability necessary in public institution administration and
9 organization, provided, however, no person shall be appointed
10 who has not had at least five years experience in institutional

11 administration, and such administrator shall be bonded in the
12 sum of not less than $25,000.00, the premium of which bond
13 shall be paid by the State of Iowa. The administrator may be
14 removed by the board for cause.

1 Sec. 22. GENERAL POLICIES.

2 The board shall be limited in function to that of general
3 policy-making, and formulation of rules and regulations. All
4 administrative and executive authority, functions and duties
5 shall be vested in the administrator subject to the authority
6 of the board. All proceedings of the board shall be open to
7 the public.

8 The board shall adopt such general policies, rules and
9 regulations as necessary for the government of the department
10 or any of its agencies. All such policies, rules and regulations
11 adopted by the board shall be binding upon the institutions
12 under the control of such board.

1 Sec. 23. PERSONNEL.

2 The board shall establish and maintain minimum standards
3 of service and personnel and formulate salary schedules for
4 all personnel provided for by this act. A merit system shall
5 be established and maintained pertaining to qualifications for
6 appointments, tenure of office, annual merit ratings, releases,
7 promotions and salary schedules and the state board shall cause
8 examinations to be held from time to time throughout the state
9 for the purpose of establishing an available qualified list
10 in order of merit of persons eligible for appointment. Per-

11 sonnel standards shall be based on training, experience,
12 education, ability and character.

1 Sec. 24. POWERS AND DUTIES OF STATE ADMINISTRATOR.
2 (a) The administrator shall be the executive and
3 administrative officer of the state department of public
4 institutions and shall act as secretary of the board. He
5 shall prepare and submit to the board for its approval a
6 biennial budget of all funds necessary to be appropriated by
7 the legislature to the state department for the purpose of
8 this act. He shall prepare annually a full report of operations
9 and administration of the department, together with suggestions
10 and recommendations, and such reports shall be submitted to the
11 governor not later than ninety days after the close of the
12 fiscal year. Such reports shall include all necessary statis-
13 tical and financial information in respect to the operations
14 and administration of the department. He shall cause to be
15 published a monthly statistical bulletin for the use of the
16 public containing all necessary statistical and financial
17 information pertaining to the operation of the state department.
18 (b) The administrator shall, subject to the approval of
19 the board, and in accordance with section 23 hereof, appoint
20 such department personnel as may be necessary for the efficient
21 performance of the duties and purposes prescribed in this act.
22 (c) The administrator shall, subject to the approval of
23 the board, appoint a psychiatrist of acknowledged skill and
24 ability in the treatment, care and observation of those persons

25 who are afflicted with abnormal mental conditions. The annual
26 salary of such psychiatrist shall be fixed by the board.
27 (d) The administrator shall, subject to the approval of
28 the board, appoint a penologist who shall be a well qualified
29 and experienced person of acknowledged skill and ability in
30 the administration of penal and corrective institutions. The
31 annual salary of such penologist shall be fixed by the board.
33 (e) The administrator shall, subject to the approval
34 of the state board, appoint a child welfare specialist who
35 shall be qualified by professional training, experience and
36 ability in the field of child welfare. The annual salary of
37 such child welfare specialist shall be fixed by the board.
38 (f) The administrator shall with the approval of the
39 state board appoint a business manager for all institutions
40 under the administration of the board, which manager shall
41 hold no other office and shall act in no other capacity, nor
42 shall he be eligible to any other lucrative office, elective
43 or appointive in the state during his term of service, but
44 shall devote his time entirely to his duties as business
45 manager of the institutions covered by this act. He shall
46 receive an annual salary and compensation as fixed by the
47 board.
48 (g) The administrator shall, with the approval of the
49 board appoint such other staff assistants as he may deem
50 necessary.
51 (h) The administrator shall, with the approval of the

52 board appoint a superintendent or warden for each institution
53 covered by this act who shall be the chief executive officer
54 of such institution, shall have the immediate custody and
55 control subject to the orders of the administrator of all
56 property used in connection with such institution, except as
57 provided in this act. The chief executive officer shall in
58 accordance with section 23 appoint necessary assistants and
59 employees for the institution under his administration and
60 keep records of such personnel.
61 The chief executive officer of each institution shall
62 have complete charge and supervision over the condition and
63 repair of all buildings, improvements, equipment and property
64 of each institution.
1 Sec. 25. POWERS AND DUTIES OF BUSINESS MANAGER.
2 Subject to the orders and direction of the board such
3 business manager shall have the following powers duties
4 and responsibilities:
5 (a) He shall be the general business manager of all
6 the institutions covered by this act shall have general
7 charge and supervision of all business matters and financial
8 affairs relating thereto.
9 (b) Under the direction of the board he shall have
10 general charge of all the accounting and all other statistical
11 records and keeping the same in a manner and as directed by the
12 secretary of the board, which manner, method, system and form
13 shall be approved by the auditor of state. He shall file such

14 accounting and other statistical reports and statements with
15 the auditor of state as the auditor may designate by written
16 request to the secretary of the board, at such times and per-
17 iods as the auditor might require.

1 Sec. 26. DIVISIONS OF ADMINISTRATION.

2 The administrator, with the approval of the board, shall
3 establish divisions in the department for the administration
4 of this act, and may allocate and reallocate functions among
5 divisions as may be necessary or desirable for competent
6 administration. Such divisions shall include: 1. A division
7 of psychiatry. 2. A division of penology. 3. A division
8 of child (juvenile) welfare, and any other divisions that may
9 be deemed necessary.

1 Sec. 27. DUTIES OF PSYCHIATRIST.

2 The psychiatrist appointed under the provisions of this
3 act shall have general control over the Mt. Pleasant State
4 Hospital, the Independence State Hospital, the Clarinda State
5 Hospital, and the Cherokee State Hospital, Glenwood State
6 School, Hospital for Epileptics and School for the Feeble-
7 minded and shall cooperate with the control and administration
8 of all other institutions.

1 Sec. 28. DUTIES OF PENOLOGIST.

2 The penologist appointed under the provisions of this
3 act shall have general control of the Women's Reformatory,
4 Men's Reformatory, and the State Penitentiary, and shall
5 cooperate with the child welfare specialist in the control

6 and administration of the Training School for Girls and the
7 Training School for boys.

1 Sec. 29. DUTIES OF CHILD WELFARE SPECIALIST.
2 The child welfare specialist appointed under the pro-
3 visions of this act shall have general control of the
4 Juvenile Home, Soldiers' Orphans Home, the Training School
5 for Girls and the Training School for Boys, and cooperate in
6 the control of the Hospital for Epileptics and the School for
7 Feeble-minded with the psychiatrist provided for by this act.

1 Sec. 30. BONDS.
2 The board shall require its secretary and each officer
3 and employee of said board, and of every institution under
4 its control who may be charged with the custody or control of
5 any money or property belonging to the state, to give an
6 official bond, properly conditioned, and signed by sufficient
7 sureties, in a sum to be fixed by the board, which bond shall
8 be approved by the board, and filed in the office of secretary
9 of state. It may require bonds of other officers and employees
10 not enumerated above.

1 Sec. 31. DWELLING HOUSE AND PROVISIONS.
2 The board shall furnish the executive head of each of
3 said institutions, in addition to salary, with a dwelling
4 house or with appropriate quarters in lieu thereof, and from
5 supplies purchased for the institution, the necessary house-
6 hold provisions for himself, wife, and minor children.

1 Sec. 32. SALARIES—HOW PAID.

2 The salaries and wages shall be included in the monthly
3 pay rolls and paid in the same manner as other expenses of
4 the several institutions.

1 Sec. 33. AUTHORITY FOR VACATION.

2 Vacations of all employees shall only be taken at such
3 times as the executive officer or the business manager in
4 charge of said officer or employee, as the case may be, may
5 direct, and only after written authorization by him, and for
6 the number of days specified therein. A copy of such permit
7 shall be attached to the pay roll of the institution for the
8 month during which the vacation was taken, and the pay roll
9 shall show the number of days the person was absent under the
10 permit.

1 Sec. 34. RECORD OF EMPLOYEES AND INMATES.

2 The board shall require the proper officer of each
3 institutions to keep in a book prepared for the purpose, a
4 record, to be made each day, of the number of hours of
5 service of each employee. The monthly pay roll shall be made
6 from such time book, and shall be in accord therewith. When
7 an appropriation is based on the number of inmates in or
8 persons at an institution the board shall require a daily
9 record to be kept of the persons actually residing at and
10 domiciled in such institution.

1 Sec. 35. DISTRICTS.

2 The board shall, from time to time, divide the state
3 into districts from which the several institutions may re-

4 ceive inmates. It shall promptly notify the proper county
5 or judicial officers of all changes in such districts.

1 Sec. 36. PLACE OF COMMITMENTS—TRANSFERS.
2 Commitments, unless otherwise permitted by the board,
3 shall be to the institution located in the district embracing
4 the county from which the commitment is issued. The board
5 may, at the expense of the state, transfer an inmate of one
6 institution to another like institution.

1 Sec. 37. RECORD OF INMATES.
2 The board shall, as to every person committed to any of
3 said institutions, keep the following record: Name, residence,
4 sex, age, nativity, occupation, civil condition, date of
5 entrance or commitment, date of discharge, whether a discharge
6 was final, condition of the person when discharged, the name
7 of the institutions from which and to which such person has
8 been committed.

1 Sec. 38. RECORD PRIVILEGED.
2 Except with the consent of the board, or on an order of
3 a judge or court of record, the record provided in section
4 39 shall be accessible only to the members, secretary, and
5 proper clerks of the board.

1 Sec. 39. REPORTS TO BOARD.
2 The managing officer of each institution shall, within
3 ten days after the commitment or entrance of a person to the
4 institution, cause a true copy of his entrance record to be
5 made and forwarded to the board. When a patient or inmate

6 leaves, or is discharged, or transferred, or dies in any
7 institution, the superintendent or person in charge shall
8 within ten days thereafter send such information to the
9 office of the board on forms which the board may prescribe.

1 Sec. 40. QUESTIONABLE COMMITMENT.

2 The superintendent is required to immediately notify
3 the board if there is any question as to the propriety of
4 the commitment of detention of any person received at such
5 institution, and said board, upon such notification shall
6 inquire into the matter presented, and take such action as
7 may be deemed proper in the premises.

1 Sec. 41. RELIGIOUS BELIEFS.

2 The chief executive officer, receiving a person committed
3 to any of said institutions, shall inquire of such person
4 as to his religious preference and enter the same in the book
5 kept for the purpose, and cause said person to sign the same.

1 Sec. 42. RELIGIOUS WORSHIP.

2 Any such inmate, during the time of his detention, shall
3 be allowed, for at least one hour each week and in times of
4 extreme sickness, and at such other suitable and reasonable
5 times as is consistent with proper discipline in said
6 institution, to receive spiritual advice, instruction, and
7 administration from any recognized clergyman of the church or
8 denomination which represents his religious belief.

1 Sec. 43. RELIGIOUS BELIEF OF MINORS.

2 In case such inmate is a minor and has formed no choice,

3 his preference may, at any time, be expressed by himself with
4 the approval of parents or guardian, if he has any such.

1 Sec. 44. INVESTIGATION OF OTHER INSTITUTIONS.
2 The board, or any member thereof, may investigate charges
3 of abuse, neglect, or mismanagement on the part of any officer
4 or employee of any county home in which insane persons are
5 kept, and of any private institution which is subject to the
6 supervision of said board.

1 Sec. 45. WITNESSES.
2 In aid of any investigation the board shall have the
3 power to summon and compel the attendance of witnesses; to
4 examine the same under oath, which any member thereof shall
5 have power to administer; to have access to all books, papers,
6 and property material to such investigation, and to order the
7 production of any other books or papers material thereto.
8 Witnesses other than those in the employ of the state shall
9 be entitled to the same fees as in civil cases in the district
10 court.

1 Sec. 46. CONTEMPT.
2 Any person failing or refusing to obey the orders of
3 the board issued under section 47, or to give or produce
4 evidence when required, shall be reported by the board to the
5 district court in the county where the offense occurs or any
6 judge thereof, and shall be dealt with by the court or judge
7 as for contempt of court.

1 Sec. 47. TRANSCRIPT OF TESTIMONY.

2 The board shall cause the testimony taken at such
3 investigation to be transcribed and filed in its office at
4 the seat of government within ten days after the same is
5 taken, or as soon thereafter as practicable, and when so
6 filed the same shall be open for the inspection of any
7 person.

1 Sec. 48. STATE AGENTS.
2 The administrator of public institutions may appoint,
3 and discharge at its pleasure, such number of persons as may
4 be authorized by law to act as state agents for the soldiers'
5 orphans home, the two training schools, the juvenile home,
6 and the women's reformatory.

1 Sec. 49. ROOMS AND SUPPLIES.
2 The board shall furnish such agents office rooms and
3 all necessary supplies in the same manner supplies are
4 furnished other officers of the board. Such agents while
5 stopping at any of said institutions may be furnished with
6 rooms, board, and facilities therein, free of cost.

1 Sec. 50. DUTIES OF AGENTS.
2 Said agents shall:
3 1. Perform such duties as may be required by law or by
4 said board.
5 2. Find suitable homes and employment for inmates of
6 said institutions who are to be or who have been released.
7 3. Inspect such homes.
8 4. Exercise supervision over such discharged or released

9 persons and examine into their conduct and environment.

10 5. Return to the institution from which released, all

11 inmates who have been conditionally released and whose con-

12 duct has been bad, or in violation of their release.

13 6. Obtain new homes or new employment for released

14 inmates when their environment is bad.

15 7. Keep records of their acts as agents and make all

16 reports called for by the board.

1 Sec. 51. ADVANCING EXPENSE FUND.

2 The State Board of Public Institutions may cause to be

3 advanced to each agent, from time to time, from the funds

4 appropriated for such purpose, sums to be used in defraying

5 the official expenses of such agent. The aggregate amount

6 of money so advanced and not expended at any time shall not

7 exceed the sum of two hundred fifty dollars. The agent shall

8 give security, to be approved by the board, for the proper

9 use and accounting each month of all money so advanced.

1 Sec. 52. EXPENSES.

2 Said agents shall receive their actual and necessary

3 expenses incurred in the discharge of their duties.

1 Sec. 53. RECEIVING OFFICERS—DUTIES.

2 The proper officers, designated by the board, of each

3 institution, shall each:

1 1. Have charge of and be accountable for all supplies

2 and stores of such institution and be chargeable therewith,

3 at their invoice value.

4 2. Issue stores and supplies upon requisition approved
5 by the superintendent or other officer designated by the
6 board, which requisition shall be his voucher therefor.
7 3. Present, monthly, to the board an abstract of all
8 expenditures, together with the accounts and pay rolls for
9 the preceding month.
10 4. Examine and register all goods delivered, as to
11 their amount and quality, and certify to the correctness of
12 the bills therefor, if the goods correspond to the samples,
13 are in good order, and correct in prices.
14 5. Take an invoice, quarterly, of the subsistence
15 supplies and stock in his possession and control, and transmit
16 a copy thereof, duly verified by him, to the board.
17 6. Make to the board, at the close of the biennial
18 period, a consolidated report of all purchases and trans-
19 actions of his department.
20 7. Pay into the state treasury, from time to time,
21 such amount as the board may determine is necessary to
22 reimburse the state for his negligent loss of such stores
23 or supplies, and shall so do within sixty days of deter-
24 mination by the board. If default be made in such payment,
25 he shall be discharged and suit shall be brought on his
26 bond.
1 Sec. 54. SERVICES REQUIRED.
2 Inmates of said institutions subject to the provisions
3 hereinafter provided, may be required to render any proper

4 and reasonable service either in the institutions proper
5 or in the industries established in connection therewith.

1 Sec. 55. CUSTODY.

2 When an inmate of an institution is so working outside
3 the institution proper, he shall be deemed at all times in
4 the actual custody of the head of the institution.

1 Sec. 56. WAGES OF INMATES.

2 When an inmate performs services for the state at an
3 institution, the board may, when it deems such course
4 practicable, pay such inmate such wage as it deems proper in
5 view of the circumstances, and in view of the cost attending
6 the maintenance of such inmate. In no case shall such wage
7 exceed the amount paid to free labor for a like service or
8 its equivalent.

1 Sec. 57. DEDUCTION TO PAY COURT COSTS.

2 If such wage be paid, the board may deduct therefrom an
3 amount sufficient to pay all or a part of the costs taxed to
4 such inmate by reason of his commitment to said institution.
5 In such case the amount so deducted shall be forwarded to the
6 clerk of the district court or proper official.

1 Sec. 58. WAGES PAID TO DEPENDENT—DEPOSITS.

2 If such wage be paid, the board may pay all or any part
3 of the same directly to any dependent of such inmate, or may
4 deposit such wage to the account of such inmate, or may so
5 deposit part thereof and allow the inmate a portion for his
6 own personal use. All deposits shall be on the best

7 attainable terms.

1 Sec. 59. CONFERENCES.

2 Quarterly conferences of the chief executive officers of
3 said institutions shall be held with the administrator at Des
4 Moines, for the consideration of all matters relative to the
5 management of said institutions. Full minutes of such meetings
6 shall be preserved in the records of the board. The board may
7 cause papers to be prepared and read, at such conferences, on
8 appropriate subjects.

1 Sec. 60. SCIENTIFIC INVESTIGATION.

2 The board shall encourage the scientific investigation,
3 on the part of the executive heads and medical staffs of the
4 various institutions, as to the most successful methods of
5 managing such institutions and treating the persons committed
6 thereto, shall procure and furnish to such heads and staffs
7 information relative to such management and treatment, and,
8 from time to time, publish bulletins and reports of scientific
9 and clinical work done in said institutions.

1 Sec. 61. MONTHLY REPORT.

2 The chief executive officer of each institution, shall
3 on the first day of each moneh, account to the board for all
4 state funds received during the preceding month, and, at said
5 time, remit the same to the treasurer of state.

1 Sec. 62. ANNUAL REPORTS.

2 The executive head of each institution shall make an
3 annual report to the board and embrace therein a minute and

4 accurate inventory of the stock and supplies on hand, and
5 the amount and value thereof, under the following heads:
6 Livestock, farm produce on hand, vehicles, agricultural im-
7 plements, machinery, mechanical fixtures, real estate, furn-
8 iture, and bedding in inmates' department, state property in
9 superintendent's department, clothing, dry goods, provisions
10 and groceries, drugs and medicine, fuel, library, and all
11 other state property under appropriate heads to be deter-
12 mined by the board.

1 Sec. 63. CONTINGENT FUND.

2 The board may permit the executive head of each
3 institution to retain a stated amount of funds in his
4 possession as a contingent fund for the payment of freight,
5 postage, commodities purchased on authority of the board on
6 a cash basis salaries, and bills granting discount for cash.

1 Sec. 64. REQUISITION FOR CONTINGENT FUND.

2 If necessary, the board shall make proper requisition
3 upon the state comptroller for a warrant on the state
4 treasurer to secure the said contingent fund for each
5 institution.

1 Sec. 65. MONTHLY REPORTS OF CONTINGENT FUND.

2 A full, minute, and itemized statement of every
3 expenditure made during the month from such contingent fund
4 shall be submitted by the proper officer of said institution
5 to the board under such rules as said board may establish.

1 Sec. 66. SUPPLIES—COMPETITION.

2 The board shall, in the purchase of supplies, afford all
3 reasonable opportunity for competition, and shall give pre-
4 ference to local dealers and Iowa producers when such can be
5 done without loss to the state.

1 Sec. 67. DEALERS MAY FILE ADDRESSES.

2 Jobbers or others desirous of selling supplies shall,
3 by filing with the board a memorandum showing their address
4 and business, be afforded an opportunity to compete for the
5 furnishing of supplies, under such rules as the board may
6 prescribe.

1 Sec. 68. SAMPLES PRESERVED.

2 When purchases are made by sample, the same shall be
3 properly marked and retained for six months after the del-
4 ivery of such purchase.

1 Sec. 69. PURCHASE FROM AN INSTITUTION.

2 The board may purchase supplies of any institution under
3 its control for use in any other such institution, and reason-
4 able payment therefor shall be made as in case of other purchases.

1 Sec. 70. PURCHASE OF SUPPLIES.

2 The board shall, from time to time, adopt and make of
3 record, rules and regulations governing the purchase of all
4 articles and supplies needed at the various institutions, and
5 the form, verification, and audit of vouchers for such purchases.

1 Sec. 71. COMBINING APPROPRIATIONS.

2 The state comptroller is authorized to combine the
3 balances carried in all specific appropriations into a special

4 account for each institution under the control of the board,
5 except that the support fund for each institution shall be
6 carried as a separate account.

1 Sec. 72. STATE ARCHITECT.

2 Said board may employ a competent architect, and such
3 draftmen as may be authorized by law. Said architect shall,
4 in addition to salary, be reimburseed for his actual and
5 necessary expenses within the state while engaged in official
6 business. In cases of sufficient magnitude the board may secure
7 the advice of a consulting architect, or may secure plans and
8 specifications from other architects, at a cost not exceeding
9 one thousand five hundred dollars in any year.

1 Sec. 73. PLANS AND SPECIFICATIONS.

2 Said board shall cause plans and specifications to be
3 prepared for all improvements authorized and costing over one
4 thousand dollars. No appropriation for any improvement shall
5 be expended until the adoption of suitable plans and speci-
6 fications, prepared by a competent architect, and accompanied
7 by a detailed statement of the amount, quality, and descrip-
8 tion of all material and labor required for the completion of
9 such improvement.

10 No plans shall be adopted, and no improvement shall be
11 constructed, which contemplates an expenditure of money in
12 excess of the appropriation.

1 Sec. 74. LETTING OF CONTRACTS.

2 The board shall, in writing, let all contracts for

3 authorized improvements costing in excess of three hundred
4 dollars to the lowest responsible bidder, after such adver-
5 tisement for bids as the board may deem proper in order to
6 secure full competition. The board may reject all bids and
7 readvertise.

1 Sec. 75. PRELIMINARY DEPOSIT.

2 A preliminary deposit of money, or certified check upon
3 a solvent bank in such amount as the board may prescribe, shall
4 be acquired as an evidence of good faith upon all proposals for
5 the construction of said improvements, which deposit or cer-
6 tified check shall be held under the direction of the board.

1 Sec. 76. IMPROVEMENTS BY DAY LABOR.

2 Authorized improvements costing three hundred dollars or
3 less may, under authorization of the board, be made by the
4 executive head of any institution by day labor.

1 Sec. 77. IMPROVEMENTS AT INSTITUTIONS.

2 The requirement that contracts in excess of three
3 hundred dollars shall be let under contract shall not be
4 mandatory as to improvements at any institution where the
5 labor of inmates may be utilized on the particular work
6 to be done, to the advantage of the inmates or of the state.

1 Sec. 78. PAYMENT FOR IMPROVEMENTS.

2 No payment shall be authorized for construction purposes
3 until satisfactory proof has been furnished to the board, by
4 the proper officer or supervising architect, that the con-
5 tract has been complied with by the parties; and all payments

6 shall be made in a manner similar to that in which the current
7 expenses of the several institutions are paid.

1 Sec. 79. PROPERTY OF DECEASED INMATE.
2 The chief executive officer of each institution shall,
3 upon the death of any inmate or patient, immediately take
4 possession of all property of the deceased left at said
5 institution, and deliver the same to the duly appointed and
6 qualified representative of the deceased.

1 Sec. 80. PROPERTY OF SMALL VALUE.
2 If administration be not granted within one year from
3 the date of the death of the decedent, and the value of the
4 estate of decedent is so small as to make the granting of
5 administration inadvisable, then delivery of the money and
6 other property left by the decedent may be made to the
7 surviving spouse and heirs of the decedent.

1 Sec. 81. WHEN NO ADMINISTRATION GRANTED.
2 If administration be not granted within one year from
3 the death of decedent, and no surviving spouse or heir is
4 known, said executive officer may convert all said property into
5 money and in so doing he shall have the powers possessed by
6 a general administrator.

1 Sec. 82. MONEY DEPOSITED WITH TREASURER OF STATE.
2 Said money shall be transmitted to the treasurer of
3 state as soon after one year after the death of the intestate
4 as practicable, and be credited to the support fund of the
5 institution of which the intestate was an inmate.

1 Sec. 83. PERMANENT RECORD.

2 A complete permanent record of the money so sent, showing
3 by whom and with whom it was left, its amount, the date of the
4 death of the owner, his deputed place of residence before he
5 became an inmate of the institution, the date on which it was
6 sent to the state treasurer and any other facts which may tend
7 to identify the intestate and explain the case, shall be kept by
8 the chief executive officer of the institution, as the case
9 may be, and a transcript thereof shall be sent to, and kept by,
10 the treasurer of state.

1 Sec. 84. PAYMENT TO PARTY ENTITLED.

2 Said money shall be paid, at any time within ten years
3 from the death of the intestate, to any person who is shown
4 to be entitled thereto. Payment shall be made from the
5 state treasury out of the support fund of such institution in
6 the manner provided for the payment of other claims from that
7 fund.

1 Sec. 85. SPECIAL POLICEMEN.

2 The board may, by order entered of record, commission
3 one or more of the employees at each of said institutions as
4 special police. Such police shall, on the premises of the
5 institution of which they are employees, and in taking an
6 inmate into custody, have and exercise the powers of regular
7 peace officers. No additional salary shall be granted by
8 reason of such appointment.

1 Sec. 86. TEMPORARY QUARTERS IN EMERGENCY.

2 In case the buildings at any institution under the
3 management of the board are destroyed or rendered unfit for
4 habitation by reason of fire, storms, or other like causes,
5 to such an extent that the inmates cannot be there confined
6 and cared for, said board shall make temporary provision for
7 the confinement and care of the inmates at some other place
8 in the state. Like provision may be made in case any
9 pestilence breaks out among the inmates. The reasonable
10 cost of the change, including transfer of inmates, shall be
11 paid from any money in the state treasury not otherwise
12 appropriated.

1 Sec. 87. INDUSTRIES.

2 The board may establish such industries as it may deem
3 advisable at or in connection with any of said institutions.

1 Sec. 28. Chapters two hundred seventeen (217) and two
2 hundred eighteen (218), Code 1946, are hereby repealed.

1 Sec. 89. Wherever in the Code 1946, as amended, the
2 words "board of control" appear or similar words are used in
3 referring to said board of control, as applied to the public
4 institutions of this state, such words are hereby changed to
5 "state board of public institutions" or similar words when
6 referring to said board, and the code editor is hereby
7 directed to make such changes in conformity with the intent
8 of this act.