

CI ADVISORY COMMITTEE DIVISION UPDATE

WASHINGTON STATE CORRECTIONAL INDUSTRIES

Our Vision: Transform lives and increase successful reentry through training and mentoring.

Our Mission: Correctional Industries is committed to maintain and expand work training programs which develop marketable job skills, instill and promote positive work ethics, and reduce the tax burden of corrections.

Our Core Values

- **Lead:** We walk the talk to motivate change.
- **Humanity:** We provide opportunity for second chances.
- **Connections:** We foster understanding and mentor growth.
- **Teamwork:** We build unity and strength through collaboration.
- **People:** We inspire and empower individual success.

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WASHINGTON STATE
CORRECTIONAL INDUSTRIES

BRaille SERVICES

Washington Corrections Center for Women (WCCW)

Program Participants: 20
Programming Hours: 6,269
Certificates Issued: 4
Vacant Positions: 0

MAJOR ACCOMPLISHMENTS:

- Normal operations with zero impacts of COVID-19 quarantines.
- Three transcribers earned certificates in Unified English and one transcriber earned a certificate in Music.
- Four apprentices met and exceeded their lesson progression.
- 35,387 braille and 6,820 tactile pages were created.
- Met contract deadlines.
- A tactile workshop was created to aid apprentices in their training.

FOCUS AREAS:

Certifications:

- Provide dedicated time for participants to study for exams.

Training:

- New lesson schedule to allow apprentices more time to complete lessons while keeping up with tactile production.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue working with Ogden Resource Center in creating a virtual group training schedule.

COMMUNICATIONS

Monroe Correctional Complex (MCC)
Washington State Penitentiary (WSP)

Program Participants: 65
Programming Hours: 23,000
SOC Certificates Issued: 1
Certificates (other) Issued: 1
Vacant Positions: 50

MAJOR ACCOMPLISHMENTS:

- License plate production at WSP has improved but remains a challenge due to a shortage of available workers. Supplemental third-party plates have helped bring us closer to current with the Department of Licensing (DOL) orders.
- Load study requirements and production floor layouts were completed for license plate production. New equipment will begin to arrive in March. Full production is anticipated by the first fiscal quarter of 2023.
- Correctional Industries and the MCC administration could not find a suitable remedy for the low number of available workers for print and sign operations. Coupled with the need for updating equipment, the decision was made to close the print and sign businesses. Staff, worker and union notifications have been made and both shops close February 2023.
- Although MCC has experienced impacts on production in the license tab shop due to COVID-19, it continues to produce tabs and decals on time for DOL.

FOCUS AREAS:

License Plate Production Area:

- Continue progress with the assistance of facility maintenance team members at WSP to ready the new area for receiving and installing new license plate equipment. We anticipate the need to reach out to contractors for some of the work.

Closure of Print and Sign Businesses:

- Completing and delivering remaining orders for customers.

Costing and Pricing:

- Costs have increased over the past two years for materials, wages and operating expenses. Prices have been adjusted accordingly and submitted to the DOL for the upcoming fiscal year.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue open communication with the DOL regarding order status for standard embossed and specialty digital license plates.
- Work with WSP to promote and recruit workers for license plate operation.
- Receive and install new equipment for license plates.
- Ensure the disposition of no longer needed print and sign equipment.

COMPUTER AIDED DESIGN SERVICES

Washington Corrections Center for Women (WCCW)

Program Participants: 7

Programming Hours: 1,868

Vacant Positions: 0

MAJOR ACCOMPLISHMENTS:

- Drafting completed for 50 new projects — a total value of \$1,684,464.16.
- In-house training is going well, as several of our most experienced drafters were released. We are working on on-boarding new individuals to the program.
- Time has been dedicated weekly for furniture production training proving great results, with fewer errors and increased knowledge being obtained by the drafters on the product offerings.

FOCUS AREAS:

Training:

- Dedicated training with the lead drafter as a team and continue furniture product knowledge training and team building with new workers.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue to improve training sessions throughout the week to make most of time allowance.
- Compile information on drafting times and processes that will be used to submit a decision packer for consideration of a service fee being established for computer aided design services.

FOOD MANUFACTURING

Airway Heights Corrections Center (AHCC)

Program Participants: 136

Programming Hours: 72,433

SOC Certificates Issued: 7

Vacant Positions: 40

MAJOR ACCOMPLISHMENTS:

- Implemented regularly scheduled overtime twice a month (on the weekends) and traded capacity to manufacture frozen meals, cold trays and handheld items by shutting down the bakery and purchasing some bakery items. This action was due to reduced incarcerated workforce (11% less than the previous quarter) and helped us meet the needs of the Department of Corrections (DOC) food services.
- Two staff trained as facilitators for the Makin' It Work training course. Sixteen incarcerated workers graduated from the first class. An annual schedule is in place with twice as many classes planned than expected.

FOCUS AREAS:

Workforce:

- Operations ran at reduced capacity because there were fewer workers available than required to meet the overall demand.

Shared Space:

- Food services at AHCC operated out of the food factory due to the kitchen closure for phase two of their construction project in November. This facilitated the continuity of food services but reduced the overall output of manufactured food products from the factory.

Short-notice Sales:

- There were extraordinarily high levels of short notice sales. That, coupled with the workforce shortage, drove the decision to work two weekends a month, every month, and continue to operate without bakery operations. The purchase of finished good bakery products provided support of other operations.

Inventory Reduction Efforts:

- Reducing inventory for raw materials and finished goods continues to be a priority. The food manufacturing group has reduced inventory by over \$1,250,000 in the past four months. The new off-site storage location meets food manufacturing's need to store excess inventory.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Focus on the reentry guiding principles and continue to have discussions with staff and incarcerated individuals about how we can better exemplify aspects of how to embrace change and be open to learning.
- Focus on lean processes and set up forums for discussion and training on specific related topics.

FOOD SERVICES

Airway Heights Corrections Center (AHCC)
Coyote Ridge Corrections Center (CRCC)
Monroe Correctional Complex (MCC)
Washington Corrections Center (WCC)
Washington State Penitentiary (WSP)

Program Participants: 610 - Monthly Average (Sept-Nov)
Programming Hours: 88,629 - Monthly Average (Sept-Nov)
SOC Certificates Issued: 11
Certificates (other) Issued: 86
Vacant Positions: 34 - Monthly Average (Sept- Nov)

MAJOR ACCOMPLISHMENTS:

- Continued to support Department of Corrections (DOC) food services locations with menu planning, alternative products and operational advice during COVID-19 outbreaks. Notation that COVID-19 demands have lessened.
- Collaborations with Correctional Industries (CI) food manufacturing to support inventory build-up for response needs for COVID-19 outbreaks, capital project at AHCC and potential closure from the outbreak.
- Seasonal DOC menus were released for fall/winter. Returning to stock food items is 'on again/off again' as food supply chain disruptions continue. The goal remains to return to menus as written.
- Religious, cultural and family-centered events are being conducted with outside guests at some events. Observances for the upcoming year are in the planning phase.
- Challenges remain regarding the incarcerated workforce for food services needs. Some improvements are noted with cohorts going away.

FOCUS AREAS:

Statewide Operational Support:

- Continues, with a focus on vendor distribution location changes and new driver clearances. Food services administration remains the conduit to food services statewide with all vendors; including Washington contract vendors, CI food manufacturing and CI customer care. Ongoing support with menu planning, operational advice, etc.

Product Supply, Consistency and Costing:

- Vendor collaborations to source and approve alternative food items.
- AHCC food manufacturing: Support customer care with resources, facility communications, product selection, etc.

Dietitian Support:

- Monthly meetings. Ongoing collaborations with the DOC dietary manager to assist in menu planning, product review, approvals for substitution items, support for medical diets and information requests. Continued partnership with the Department of Health state dietitian.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

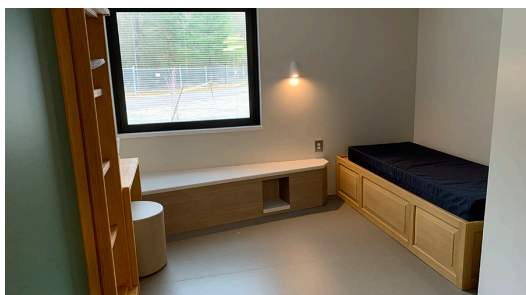
- Continue support for all DOC facilities. Monitor the food supply and collaborate with AHCC food manufacturing to return to the 'new normal'. Support facilities in a full return to dining rooms.
- Provide support for upcoming Ramadan and Passover religious observances.

FURNITURE BRAND AND SALES

Correctional Industries Headquarters (CI HQ)

MAJOR ACCOMPLISHMENTS:

- The furniture division of Correctional Industries (CI) sits at \$83,000 in the negative through November, 2022. This is roughly \$275,000 ahead of forecast and significant as orders are usually very high level towards the end of the fiscal year in June 2023.
- The recently completed installation of office furniture for the State Investment Board's flagship Seattle location was valued at over half a million dollars. With no real warranty issues, the customer commended CI for its efforts in quality of work, collaboration and working in their timeline
- Correctional Industries furnished all interior spaces of the Maple Lane project including staff offices and work stations; meeting and breakroom spaces; wellness area, patient areas including bedrooms; lounge areas; sensory, life skills, and group rooms; and the dining room.



FOCUS AREAS:

Future Sales:

- Correctional Industries will partner with the Department of Social and Health Services and Washington State Health Care Authority to furnish three 16-bed facilities identical to Maple Lane on a Vancouver behavioral health community-based campus. This project had a total value of \$222,433.00.

Online Presence:

- After significant vendor price increase over the past two years, we are beginning to see a stabilization with less volatility in costs for certain raw materials for example wood products. Though metal products continue to trend upwards, it is at a significantly slower pace than any time over the last few years. The frequency which products are being added to the CI website is increasing. Providing these products as shoppable items online allows customers to purchase them without having to request a quote from their account executive first, and frees up the account executives to concentrate more so on larger orders, complex orders.

End-of-Year Inventory:

- With the deadline approaching to purchase materials before the fiscal year end, there is always a delicate balance between anticipating customer need and having too little or too much inventory come July 1st. With long overdue improvements in the supply chain, there is much better access to raw materials and components than what has been experienced the last two years which will allow for a bit more flexibility in fulfilling orders.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue to add shoppable products online. Both the exposure and access for customers will help to drive sales.
- Market newer products to include new adjustable height base for at home use, showcasing massive transportation space savings and ease of assembly.
- Refresh CI headquarters showroom to better present and market CI manufactured items including Aloft, Elevate, and Transit tables.

FURNITURE MANUFACTURING

Stafford Creek Corrections Center (SCCC)

Program Participants: 173

Programming Hours: 46,089

SOC Certificates Issued: 6

Vacant Positions: 114

MAJOR ACCOMPLISHMENTS:

- Started Making it Work classes for the incarcerated workers to increase their soft skills while providing the required training to be eligible for a level 4.
- Utilized \$14,000 worth of glass that has been in our inventory for more than three years; was previously mis-ordered.

FOCUS AREAS:

Product Pricing:

- Continued to focus on timely pricing adjustments for our product offerings. In the past three years, furniture - like all divisions - has seen rapid, and at times unforeseen raw material increases. Although these have stabilized, it is important that we continue to assess these increases to make timely adjustments and protect our margins of profit for program sustainability.

Microsoft D365:

- Training and information gathering for the D365 team as we work toward bringing on supporting lines of business (transportation/warehousing). The furniture division is one of the last lines of business that will be brought into the new system, however, the knowledge, data, and input on decisions for the supporting lines that are slated ahead of this are occurring.

Security Programming Chair:

- The security programming chair, which allows for a safe and secure environment for high-risk individuals, has experienced a large increase in costs for the outsourced fabrication of specialty parts. With renewed interest, and facilities returning to normal programming, the demand for the chair has increased.

Bunk Bed Federal Certification:

- The SCCC furniture factory along with the furniture brand manager have researched and identified a lab to complete certifications of the bunk bed offerings which will allow it to be marketed and sold to non-institution settings.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue to work through the backlog of outstanding late orders and work to get back to our regular manufacturing and delivery lead times.
- Recruitment and hiring of vacant positions; wood shop supervisor and engineering manager.

INCARCERATED INDIVIDUAL SERVICES

Airway Heights Corrections Center (AHCC)
Monroe Correctional Complex (MCC)

Program Participants: 125

Programming Hours: 34,479

SOC Certificates Issued: 4

Certificates (other) Issued: 6 - Makin' It Work

Vacant Positions: 31

MAJOR ACCOMPLISHMENTS:

- Successfully staffed and operated all programs through multiple significant inclement weather events.
- Maintained quality operations with no interruptions to service to customers across Washington through the busy 2022 holiday season to include Veteran's Day, Thanksgiving, Christmas and New Year.
- Provided input on Department of Corrections (DOC) policies 440.000 Personal Property for Offenders and 450.120 Packages for Offenders which are currently pending revision.
- Facilities have lifted COVID-19 cohort restrictions. Reduced restrictions may allow individuals from all four units at Twin Rivers Unit to be hired and/or return to their positions. It is anticipated that worker numbers will increase to the numbers allowed in the job shop schedule.

FOCUS AREAS:

Recruitment, Staffing and Training:

- Recruiting, hiring and training new staff continues to be a high priority statewide. The organizational chart was restructured to improve the reporting structure. Filling open warehouse operator positions will allow both the package programs and commissary to operate at their full potential, in a safer environment and with more time for higher level staff to focus on details of the programs.

Inventory and Customer Satisfaction:

- Continue to work with vendors to increase inventory levels and decrease late/out of stock items. Increased inventory will decrease up shipment timelines and eliminate significant percentage of customer frustrations.

Incarcerated Workforce:

- Increase incarcerated workforce levels to better manage production requirements, fill shop job schedule and provide opportunities to more individuals to excel.

Upcoming Tour:

- Prepare incarcerated workforce, staff, and operations for upcoming National Correctional Industries Association training conference tour scheduled in April 2023.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Increase inventory levels to improve overall customer experience and allow programs to function properly.
- Expand the property catalog offerings based upcoming policy revisions and generate renewed excitement in the program.
- Decrease food and property package order upload and production timelines, decrease the number of canceled items through continued collaboration with USG to ensure inventory is shipped early in the program and replenished regularly to avoid out of stock items.
- Utilize the new tablets to streamline our all program catalog distribution.
- Visit facilities served by the commissary program to review processes, discuss any current challenges with current operations, and identify any opportunities for improvements.

LAUNDRY

Statewide

Program Participants: 136
Programming Hours: 61,200
SOC Certificates Issued: 4
Certificates (other) Issued: 4
Vacant Positions: 34

MAJOR ACCOMPLISHMENTS:

- Increased our incarcerated worker numbers throughout our laundry operations that were impacted by COVID-19.
- Approximately three million pounds of laundry was processed for the 12 Department of Corrections (DOC) facilities over this reporting period.

FOCUS AREAS:

Management Transition:

- As Ray Gilbreath transitions after 40 years of state services into retirement, Wes Marcum is assuming the statewide laundry management position and we're happy to have him in this new role. Management will be visiting each facility/camp during the transition period.

Financial Operations:

- Continues to work with DOC on determining appropriate cost-per-pound rates to ensure full cost recovery for the current fiscal year.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continued support of incarcerated workers, staff, and facilities in the best performance of laundry services.
- Begin forecasting work for equipment and operational needs in fiscal year 2024.

MCNEIL ISLAND STEWARDSHIP

McNeil Island

Program Participants: 6
Programming Hours: 880
Vacant Positions: 12

MAJOR ACCOMPLISHMENTS:

- New well is online and fully operational, with a ceremonial ribbon cutting scheduled for 1/26/23.
- McNeil Island Operations staff completed all Department of Ecology (DOE) corrective action plan items for Butterworth and Eden Dams.
- Following a theft of copper, oil from a transformer was found to have been leaking into Luhr Creek and island operations staff began initial containment. The National Response Center (NRC) was alerted for spill response assistance and additional cleanup efforts were completed. NRC was very complimentary regarding our staff's initial response and containment efforts.
- Marine vessels Callahan and Chinook passed their dry dock inspections and received new Certificates of Inspection (COI).

FOCUS AREAS:

Recruitment:

- Begun recruitment and hiring processes for an electric supervisor, senior deckhand, port captain and marine vessel operator.

Key Watcher and Key Control:

- New Key Watcher should be arriving by the end of January 2023, allowing for controlled limited access and accountability for Island staff.
- Key blanks and cores were received to complete a complete re-keying of all areas under the stewardship. Island operations staff have coordinated with the Washington Corrections Center (WCC) to deploy WCC locksmith to complete the re-keying of locks, and orientation to the Key Watcher to be in compliance with Department of Corrections (DOC) Policy 420.550 Key Control.

Spill Protection Containment Control Plan:

- Landau Associates engineers continue to draft the Spill Prevention Control and Countermeasure Plan/Facility Response Plan with an estimated completion date of March 15, 2023.
- Cowlitz Clean-Sweep is scheduled to decommission the tank farm and fix the flange at the main dock.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- The Secure Community Transition Facility lift station pump and rail system will be replaced soon as part of a funded project managed by the Department of Social and Health Services.
- Marine Operations is coordinating with Glostien to finalize approved plans for Barge 1 re-decking and structural work as required to be in compliance with United States Coast Guard. The current certificate expired September 2022. Currently, Barge 1 is out of service, leaving Barge 2 the only one in use.
- Marine vessel McNeil is scheduled for dry dock on March 14, 2023, and will receive a new COI.
- The replacement of the starboard engine for marine vessel Callahan engine rebuild is currently being completed by Marine Mechanics and will be replaced prior to March 14, 2023.
- Marine operations are discussing with the United States Coast Guard for approval of DOC-provided CPR and First Aid training. The McNeil Island Stewardship will have its own First Aid/CPR instructor certified by February 2023.

OPTICAL

Airway Heights Corrections Center (AHCC)

Program Participants: 46
Programming Hours: 16,898
Vacant Positions: 4

MAJOR ACCOMPLISHMENTS:

- Three incarcerated workers who took the American Board of Opticianry (ABO) training course passed their final exam. The ABO training allows them to have a deeper understanding of the work they do in the lab and taking the final exam helps prepare them for the certification test. We plan to start another class in February 2023 with six more incarcerated workers and one optical staff.
- The average number of days a job spent in the lab was 5.3 days. Our customer care team has been working toward getting caught up and is now entering orders that came through the day before. We currently have 47 jobs over 15 days late, 27 of which are contact lenses, and they are experiencing long delays due to supply chain issues.

FOCUS AREAS:

Remote Ordering for Providers:

- Continued work with local IT and Ocuco software company to test the communication between the remote system and our lab system. We have submitted test orders into the remote system successfully, however, we can only transmit one order at a time. We are troubleshooting with Ocuco so we can transmit 100+ orders at a time as we can receive more than 500 orders daily.

Provider Information:

- Last quarter we sent information forms out to our providers requesting they update their contact information, insurances they accept, and patients they provide services to. As the forms are returned, we are updating our master list. We have received about 50 percent of the forms back and will determine which providers may be inactive and remove them from the master list and our system.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue to work on remote data entry and resolve the issue preventing the system from transmitting more than one order at a time.
- Remove all inactive providers from the Labzilla system and make updates to active providers to ensure our information is accurate and up to date.
- Create a reference sheet for Health Care Authority to better assist their clients in finding an office for their optical needs.



SAFETY AND RISK MANAGEMENT

Correctional Industries Headquarters (CI HQ)

MAJOR ACCOMPLISHMENTS:

- As facilities are coming out of COVID-19 restrictions and impacts, sites/operations can focus their attention back to the basics — proper and documented training, safety meetings, and safety culture.

FOCUS AREAS:

Management Transition:

- As Ray Gilbreath transitions into retirement, Wes Marcum is assuming the statewide safety and risk management position. Management will be visiting each facility/camp during the transition period.

Safety Audits:

- The Department of Corrections has discontinued the typical 2-year safety audit cycle. Moving forward, we are promoting a more involved safety culture agenda with little bits of focus/review on a constant basis. This provides ownership of this developing safety culture on our staff and operations throughout our facilities.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue to support incarcerated, staff and operations.

SERVICE AND DELIVERY

Correctional Industries Headquarters (CI HQ)

Program Participants: 10

Programming Hours: 4,230

SOC Certificates Issued: 1

Certificates (other) Issued: 3 - Forklift

Vacant Positions: 13

MAJOR ACCOMPLISHMENTS:

- The installation team completed several large projects. The most complex project was completed over the holidays at the State Investment Board in Seattle. There were many logistics issues including limited to no street parking. Staff and incarcerated worked long hours, including weeknights and weekends, to complete on time.
- Spokane Community College classrooms were completed in November.
- Delays in the production has been challenging over the past three years. Customers have requested partial or incomplete orders. The Service and Delivery Division (SDD) planned effectively to make maximum use of staff and incarcerated workers' resources to make this happen. Furniture production has improved at Stafford Creek and the lead time for some orders has decreased from six to four months. With COVID-19 restrictions lifting and transportation lead time improving, the furniture division is looking to get orders in the 60-to-90-day timeline.
- Western Washington University and the University of Washington projects were completed as planned. Beds and bunks are in place and students were able to utilize those rooms when returning from break.
- The SDD has been creative to keep all CI logistical needs met including food, mattresses, furniture, license plates, textiles, raw materials, and COVID-19 supplies for both the Department of Corrections (DOC) and Department of Health. Our partnership has been invaluable to get through the last 33 months of the pandemic, not just for DOC, but all agencies, school districts and emergency response areas. With the new food storage facility in Fife, we are working through a new system on pick-ups and delivering to the storage unit.
- The SDD staffing levels are now fulfilled. Required DOC Correctional Worker Core (CORE) training for new hires should be completed by end of March 2023.

FOCUS AREAS:

Incarcerated Workforce:

- Coordinating with Cedar Creek Corrections Center (CCCC) to increase the number of available workers for its program. CI workforce development and management staff will meet with CCCC early 2023 to address some of the shortfalls in incarcerated workers. Information-sharing sessions and the selection process will be on the agenda for discussion. This will allow for more stability in the program and provide opportunities for individuals working toward reentry.
- Working with CI staff statewide to put a standardized incarcerated orientation in place for CI programs.

Communications:

- With fewer COVID-19 restrictions, SDD has started weekly in-person meetings. Monthly meetings with the consolidated distribution center are planned to improve communication in the warehouse.

Late Orders:

- Ongoing communication with all production facilities to get caught up and deliver all orders.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Ensure all staff members with a commercial driver's license (CDL) have obtained their P1 Bus passenger Endorsement. Currently, there are two staff scheduled to take the exam and field test in February 2023, and four in late March 2023.



- Review CI's current furniture state contract for the installation and delivery rates, and work with the Department of Enterprise Services on the language for the update.

TEXTILES

Airway Heights Corrections Center (AHCC)
Clallam Bay Corrections Center (CBCC)
Coyote Ridge Corrections Center (CRCC)
Washington Corrections Center (WCC)
Washington Corrections Center for Women (WCCW)

Program Participants: 216
Programming Hours: 50,626
SOC Certificates Issued: 6
Vacant Positions: 48

MAJOR ACCOMPLISHMENTS:

- Approval from the Department of Corrections (DOC) for newly developed gender responsive pants for the incarcerated. Samples were produced, wear tested, and approved for production.
- Approval for gender responsive pajamas that will be made available for the incarcerated. The new pajamas will be available in the same gray color as the t-shirts utilized at all institutions.
- Washington State Parks and Recreation re-branding efforts required their staff uniforms to include the new logo. This increased business for Correctional Industries (CI).
- Alaska Department of Corrections extended their mattress contract with us for another year.
- New gray fabric for DOC mattresses has arrived.

FOCUS AREAS:

Microsoft D365:

- Staff continue to learn and train in our new Microsoft D365 operating system with anticipated go-live usage beginning in February 2023.

Costs and Pricing:

- We have observed rising material, operating, and transportation costs within textiles which have necessitated increasing prices of our finished goods.

Standard Operating Procedures:

- Updating current standard operating procedures to adjust to the new D365 operating system and determining staff roles.

Sock Production:

- Costs to produce socks has been determined to be prohibitive to being a sustainable operation. The decision was made to discontinue sock production by the end of January. Socks will be purchased from outside vendors for fulfillment of orders.

Washington Women's, Infant, and Children (WIC) Program:

- We have worked with WIC and added two additional vendors expanding their offerings for the people they serve.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Resume and complete replacement mattresses for all DOC facilities.
- Solidify the transition to Microsoft D365 with everyone on the textiles team utilizing the system.
- Bid Alaska Youth Academy for bedding and linens.
- Development of scrubs samples for DOC health services.

TRAC

Mission Creek Corrections Center for Women (MCCCW)
Washington Corrections Center for Women (WCCW)

Program Participants: 16
Programming Hours: 4,875
Certificates (other) Issued: 33

MAJOR ACCOMPLISHMENTS:

- Trades Related Apprenticeship Coaching (TRAC) at MCCCW completed Class #63 early December. Six graduates received certificates of completion for each construction trade that we partner with. Since graduation, two graduates joined a construction apprenticeship upon release; Ms. Gooch joined the Carpenters and Ms. Guzman joined the Ironworkers.
- Aerospace Joint Apprenticeship Committee (AJAC) at WCCW completed Class #4. Eight students received certificates of completion with the manufacturing academy in late December. This class was special due to the facility being able to partner with us and help create a great space to be able to facilitate this class on a higher custody level inside the campus. This was not available for medium custody before. This was a great opportunity for these women. One graduate has released; Ms. Vickers is doing very well at her new job. She is making a living wage and enjoying learning new things.

FOCUS AREAS:

TRAC Class #64:

- WCCW started a new class on January 23rd. There are nine students from multiple living units. They are actively learning safety and the basics in construction. We are scheduling our community partners to come into the facility for site visits. This class is expected to graduate in May.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue work with community partners. Attend various trainings and job events to help our community corrections staff connect incarcerated to living wage jobs throughout the state.

WORKFORCE DEVELOPMENT

Statewide

SOC Certificates Issued: 47
Certificates (other) Issued: 37

MAJOR ACCOMPLISHMENTS:

- Fifteen (15) staff completed and are certified trainers for Makin' It Work as of October 2022. They are located at all institutions and will be able to teach the soft skill development course to the incarcerated workers. Planning is underway to hold another course for additional staff trainers.

FOCUS AREAS:

Staffing:

- Hiring is underway for the two workforce development navigator positions. One will be located at Airway Heights Corrections Center supporting Eastern Washington facilities and the second will be located at CI headquarters supporting Western Washington facilities.

Makin' It Work

- Efforts are underway to reestablish regular Makin' It Work courses for the incarcerated population in all CI programs statewide. This soft skill development course will provide them the opportunity to gain confidence in the workplace and deal with difficult situations as they arise.



FareStart:

- Ongoing conversations with FareStart about the partnership and collaboration regarding reentry services post-release.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Work with all CI general managers to ensure workforce development is consistent among the sites. Ongoing evaluation regarding the incarcerated worker on-boarding handbook, corrective action processes, as well as evaluation processes.

ETHNICITY BREAKDOWN

CI CLASS II PROGRAM PARTICIPANTS

TOTAL: 1,566

Airway Heights Corrections Center

- Asian/Pacific Islander - 2%
- Black - 9%
- Amer. Indian/AK Native - 4%
- Other - 0%
- Unknown - 2%
- White - 83%
- Hispanic: All Races - 15%

Monroe Correctional Complex

- Asian/Pacific Islander - 4%
- Black - 17%
- Amer. Indian/AK Native - 6%
- Other - 1%
- Unknown - 1%
- White - 72%
- Hispanic: All Races - 13%

Cedar Creek Corrections Center

- Asian/Pacific Islander - 10%
- Black - 34%
- Amer. Indian/AK Native - 0%
- Other - 0%
- Unknown - 0%
- White - 55%
- Hispanic: All Races - 3%

Olympic Corrections Center

- Asian/Pacific Islander - 0%
- Black - 0%
- Amer. Indian/AK Native - 0%
- Other - 0%
- Unknown - 0%
- White - 100%
- Hispanic: All Races - 0%

Clallam Bay Corrections Center

- Asian/Pacific Islander - 11%
- Black - 22%
- Amer. Indian/AK Native - 0%
- Other - 0%
- Unknown - 0%
- White - 67%
- Hispanic: All Races - 22%

Stafford Creek Corrections Center

- Asian/Pacific Islander - 8%
- Black - 28%
- Amer. Indian/AK Native - 1%
- Other - 2%
- Unknown - 1%
- White - 61%
- Hispanic: All Races - 3%

Coyote Ridge Corrections Center

- Asian/Pacific Islander - 5%
- Black - 13%
- Amer. Indian/AK Native - 3%
- Other - 1%
- Unknown - 4%
- White - 74%
- Hispanic: All Races - 25%

Washington Corrections Center

- Asian/Pacific Islander - 8%
- Black - 20%
- Amer. Indian/AK Native - 4%
- Other - 2%
- Unknown - 1%
- White - 66%
- Hispanic: All Races - 11%

Larch Corrections Center

- Asian/Pacific Islander - 0%
- Black - 43%
- Amer. Indian/AK Native - 14%
- Other - 0%
- Unknown - 0%
- White - 43%
- Hispanic: All Races - 14%

Washington Corr. Ctr. for Women

- Asian/Pacific Islander - 12%
- Black - 12%
- Amer. Indian/AK Native - 2%
- Other - 5%
- Unknown - 0%
- White - 70%
- Hispanic: All Races - 9%

Mission Creek Corr. Ctr. for Women

- Asian/Pacific Islander - 0%
- Black - 0%
- Amer. Indian/AK Native - 0%
- Other - 0%
- Unknown - 0%
- White - 100%
- Hispanic: All Races - 0%

Washington State Penitentiary

- Asian/Pacific Islander - 4%
- Black - 27%
- Amer. Indian/AK Native - 8%
- Other - 3%
- Unknown - 1%
- White - 58%
- Hispanic: All Races - 14%

DOC PRISON POPULATION

TOTAL: 12,404

Airway Heights Corrections Center

- Asian/Pacific Islander - 2%
- Black - 10%
- Amer. Indian/AK Native - 6%
- Other - 1%
- Unknown - 1%
- White - 79%
- Hispanic: All Races - 23%

Monroe Correctional Complex

- Asian/Pacific Islander - 5%
- Black - 18%
- Amer. Indian/AK Native - 5%
- Other - 2%
- Unknown - 1%
- White - 70%
- Hispanic: All Races - 15%

Cedar Creek Corrections Center

- Asian/Pacific Islander - 8%
- Black - 28%
- Amer. Indian/AK Native - 4%
- Other - 1%
- Unknown - 0%
- White - 59%
- Hispanic: All Races - 8%

Olympic Corrections Center

- Asian/Pacific Islander - 7%
- Black - 17%
- Amer. Indian/AK Native - 7%
- Other - 5%
- Unknown - 0%
- White - 65%
- Hispanic: All Races - 8%

Clallam Bay Corrections Center

- Asian/Pacific Islander - 6%
- Black - 21%
- Amer. Indian/AK Native - 8%
- Other - 2%
- Unknown - 0%
- White - 63%
- Hispanic: All Races - 25%

Stafford Creek Corrections Center

- Asian/Pacific Islander - 6%
- Black - 21%
- Amer. Indian/AK Native - 4%
- Other - 2%
- Unknown - 1%
- White - 66%
- Hispanic: All Races - 12%

Coyote Ridge Corrections Center

- Asian/Pacific Islander - 4%
- Black - 19%
- Amer. Indian/AK Native - 6%
- Other - 1%
- Unknown - 1%
- White - 69%
- Hispanic: All Races - 17%

Washington Corrections Center

- Asian/Pacific Islander - 5%
- Black - 18%
- Amer. Indian/AK Native - 7%
- Other - 1%
- Unknown - 0%
- White - 69%
- Hispanic: All Races - 16%

Larch Corrections Center

- Asian/Pacific Islander - 4%
- Black - 25%
- Amer. Indian/AK Native - 4%
- Other - 0%
- Unknown - 0%
- White - 66%
- Hispanic: All Races - 13%

Washington Corr. Ctr. for Women

- Asian/Pacific Islander - 5%
- Black - 12%
- Amer. Indian/AK Native - 7%
- Other - 6%
- Unknown - 1%
- White - 69%
- Hispanic: All Races - 16%

Mission Creek Corr. Ctr. for Women

- Asian/Pacific Islander - 7%
- Black - 4%
- Amer. Indian/AK Native - 5%
- Other - 3%
- Unknown - 1%
- White - 80%
- Hispanic: All Races - 13%

Washington State Penitentiary

- Asian/Pacific Islander - 4%
- Black - 21%
- Amer. Indian/AK Native - 7%
- Other - 2%
- Unknown - 0%
- White - 66%
- Hispanic: All Races - 17%