

## **Correctional Industries (CI) ADVISORY COMMITTEE**

Meeting Minutes

September 7, 2023, 9AM – 11AM

Location: CI Shared Conference Room and Microsoft Teams.

### **PRESENT**

Committee Members: Representative Mary Fosse, Christina Davis, Terri Fortner, Suzanne Gordon, Chris Elwell, and Loren Taylor

Guest Speaker                      Chris Self

CI/DOC Staff:                      Sean Murphy, Danielle Armbruster, Jamie Dolan, Todd Cunnington, Ryan Sadler, Vicki Hoffman, Lindsey Konrad, Sarah Goff, Karen Tarver and CMT Members

**The meeting was called to order at 9:00 AM.**

### **WELCOME**

Correctional Industries (CI) Director Jamie Dolan welcomed everyone and conducted an official roll call. Jamie introduced Deputy Secretary Sean Murphy to welcome everyone to the team.

Department of Corrections (DOC) Deputy Secretary Sean Murphy welcomed everyone and thanked the CI Advisory Committee members for their continued service on the committee. The Deputy Secretary also shares the importance of the work being done by CI Advisory Committee.

DOC Assistant Secretary Danielle Armbruster welcomed everyone to the meeting and spoke about updates in education and training needed to be successful.

CI Director Jamie Dolans welcomes new members Representative Mary Fosse and General Public Member Christina Davis.

### **BUSINESS MEETING:**

Director Jamie Dolan shares the legislature has funded the Washington State Institute for Public Policy at Evergreen State College to conduct a 2-year study due June 2025. The study will cover a comprehensive list of all positions offered by CI to the incarcerated positions, a detailed list of commissary items purchased by the incarcerated population, an evaluation of the monthly gratuities rates, and a comparison of cost savings to Washington State when goods are purchased through CI as appose to private sector.

**Meeting Minutes:** Quorum not met to vote on approval of June 2023 meeting minutes.



**Division Updates:** The CI Executive Management Team (EMT) reviewed the division updates in detail.

**Financials Update:** Todd Cunnington, Deputy Director, gave high level briefing on financial year to date.

### **NEW BUSINESS**

**Incarcerated Gratuities and Senate Bill 5131 Update:** Director Jamie Dolan gives a high-level overview of the Incarcerated Gratuities and the impact on CI from Senate Bill 5131

### **OLD BUSINESS**

**Dynamics 365:** Vicki Hoffman, Assistant Director, gave an updated timeline on D365 throughout CI.

**License Plate Update:** Deputy Director Todd Cunnington reported on the Washington State Penitentiary (WSP) License Plate Shop's new equipment and site location.

**Commercial Drivers Licenses (CDL) Program:** Director Jamie Dolan gave an update on the Class A CDL Program for incarcerated individuals.

**GUEST SPEAKER:** Chris Self shares his story since entering prison in May 2015.

### **QUESTIONS REGARDING DIVISION UPDATES:**

Representative Mary Fosse asks about Food Manufacturing and gardens at Washington State Penitentiary (WSP). Specifically, about who runs the gardens and the poundage of food that goes to Food Services. Director Jamie Dolan responds to Fosse that CI was able to purchase seed for the gardens and that we will get her the information. The Deputy Director adds some clarification on where the produce goes to. Representative Mary Fosse inquires on whom she can reach out to in regards of the Certificate of Proficiency (COP) and other certificates given by CI.

### **OPEN FORUM 10:25 AM:**

Member of the public Suzanne Gordon asks about the 2-year study by the Washington State Institute for Public Policy and the importance of fresh produce to our incarcerated population. From the public, Kehaulani Walker asks about the license plate production and who is profiting from the sales. Director Jamie Dolan says that we have a contract with the Department of Licensing and defers to Todd Cunnington.

Kehaulani Walker moves on and asks about Senate Bill 5131 and who is implementing it. Jamie responds with a partnership between CI and DOC. CI's part is the service aspect of filling the orders, while DOC is the business aspect.

Director Jamie Dolan asks for any other questions.

Director Jamie Dolan gives closing remarks.

**MEETING ADJOURNED: 10:34 AM**



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