



CI ADVISORY COMMITTEE

Meeting Minutes

December 7, 2023, 9:00AM – 11:00AM

Location: Correctional Industries (CI) Headquarters and Virtual TEAMS options

PRESENT

Committee Members: Senator Claire Wilson, Representative Mary Fosse, Christina Davis, Marianna Hyke, Terri Fortner

CI/DOC Staff: Jamie Dolan, Todd Cunnington, Lindsey Konrad, Ryan Sadler, Vicki Hoffman, Mimi Jansen, Sarah Goff, CI CMT

The meeting was called to order at 9:05 a.m.

WELCOME

Jamie Dolan, Director, welcomes everyone to the 4th Quarter Correctional Industries (CI) Advisory Committee Meeting. Jamie shares the dates for the 2024 Advisory Committee Meetings.

BUSINESS MEETING

- No quorum to vote for meeting minutes.
- Misty Patterson presents “Reentry Systems.”
 - Representative Fosse:
 - What is the demographic of those who have not completed Reentry services?
 - How much time on average does an incarcerated individual spend with the navigator?
 - Is there a reason for the 30-to-90-day release window for those offered services?
 - Is there an example of the Reentry folder?
 - Is there data to measure the success of Reentry?
 - After closing out is there a follow up with those who had services.
 - Senator Claire Wilson:
 - States she would like to chat more about Reentry with Representative Fosse and the fact that legislature needs give resources to those releasing.
 - Terri Fortner:
 - Asks if the navigators are housed inside the facilities currently. Misty replies with Washington Correction Center (WCC), and Washington State penitentiary (WSP). Terri expresses interest in housing a navigator at Spokane Valley Partners.

- Assistant Directors review Divisional Updates for appropriate operations in Correctional industries.
 - Senator Claire Wilson asks what operations CI has at Washington Corrections Center for Women (WCCW). Director Jamie shares that WCCW has TRAC, Braille, Textiles, and ProCAD (drafting).
- Overview shared on Annual Report, Fact Sheet, Market Share Report

NEW BUSINESS

Director Jamie Dolan briefly updates us on what a future dental Program would look like for Washington State Correctional Industries.

OLD BUSINESS

Deputy Director Todd Cunnington gives an overview of financials.

Deputy Director Todd Cunnington gives an update on the new License Plate Factory out of Washington State Penitentiary (WSP). Our newly upgraded equipment has arrived, and we are looking forward to the side-by-side training.

Assistant Director Vicki Hoffman gives an update on Microsoft Dynamics (D365).

OPEN FORUM: 10:25 a.m.

Member of the public comments on the CI Advisory Committee Member application process. The meeting resumes at 10:28 a.m.

Conclusion of meeting

Director Jamie Dolan informs the members that we will be undertaking general revisions of the Advisory Committee BYLAWS. A special committee will be formed at our March 21, 2024, meeting.

The meeting adjourned at 10:53 a.m.