



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

Meeting Minutes

March 2, 2023, 9AM – 11AM

Location: CI Shared Conference Room and Microsoft Teams.

### **PRESENT**

Committee Members: Chris Elwell, Terri Fortner, Loren Taylor, and Karen Dove

Guest: Aaron Fowler-

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

Meeting called to order at 9:00AM

### **WELCOME**

CI Director, Jamie Dolan, welcomed everyone and conducted an official roll call. Jamie introduced Loren Taylor as the new General Public Committee Member and welcomed back Terri Fortner for another 3-year term as a Business Committee Member!

Department of Corrections (DOC) Deputy Secretary Sean Murphy welcomed everyone and thanked the CI Advisory Committee members for their continued service on the committee.

Danielle Armbruster welcomed everyone to the meeting and spoke about COVID-19 being the new normal in our prison's and how we are getting back into in person meetings.

### **BUSINESS MEETING**

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

**Division Updates:** The CI Executive Management Team (EMT) reviewed the division updates in detail. Chris Elwell asked Ryan Sadler what type of projects incarcerated individuals work on. Ryan discussed the various projects incarcerated workers do such as space design, and furniture layouts. No other questions were asked.

### **Questions regarding Division Updates**

No questions were asked

### **NEW BUSINESS**

**Commercial Drivers Licenses (CDL) Program:** Kylie Corcoran, CDL Project Manager, gave an update on the Class A CDL Program for incarcerated individuals. Joining with Department of License (DOL) would give incarcerated individuals with 12 months or less until release the training and licensing of a



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Class A CDL. Currently, drivers that have a CDL are in high demand in Washington State (WA). Chris Elwell spoke about the critical shortage of CDL Drivers and the support Sound Transit is willing to give this program.

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

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

**OLD BUSINESS**

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

**Mattress Update:** Deputy Director, Todd Cunnington, advised on the new mattresses being put in all WA Prisons. There was a short delay due to raw material issues, Coyote Ridge Corrections Center (CRCC) mattress shop is aiming to have all order done by June 2023.

**GUEST SPEAKER:** Aaron Fowler told his story of being incarcerated in WA DOC Prisons and his experience working for CI at Cedar Creek Corrections Center (CCCC). Aaron is now the Education Program Project Manager at Cedar Creek where he was once housed as an incarcerated individual.

**OPEN FORUM**

10:25AM. There were no participants from the public who joined. The open forum concluded at 10:30AM.

**GUEST SPEAKER:** Aaron Fowler continued his success story.

**Meeting Adjourned 10:44AM**