



CI ADVISORY COMMITTEE

Meeting Minutes

June 6, 2024, 9:00AM – 11:00AM

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

PRESENT

Committee Members: Representative Mary Fosse, Loren Taylor, Chris Elwell, David Aiken, Terri Fortner, Dr. Faith Lutze, Christina Davis, Karen Dove, and Minna Long.

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

The meeting was called to order at 9:00 a.m.

WELCOME

Jamie Dolan, Director, welcomes everyone to the 2nd Quarter Correctional Industries (CI) Advisory Committee Meeting. Jamie Dolan welcomes everyone to the meeting.

BUSINESS MEETING

- **Approval of March 21, 2024, Meeting Minutes:**
 - A motion was made for approval and seconded. The minutes were approved as submitted.
- Director Jamie Dolan gives a high-level overview of the August 1, 2024, Textiles shop closure/consolidation.
- Assistant Directors review Operational Reports for appropriate sites.
- Financial overview given by Deputy Director of Correctional Industries Todd Cunnington.

NEW BUSINESS

Jamie Dolan speaks to the committee about revamping the CI Advisory Committee Guideline. The motion to pass was granted and seconded for approval of the 2024 Guidelines.

OLD BUSINESS

- Assistant Director Vicki Hoffman gives a brief overview of the scope of the Microsoft Dynamics 365 significant IT project.
- High-level overview of the Licensing Service Shop name change and completion of the new shop opening.



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Guest Speaker: Vatsana Muongkhoth

OPEN FORUM: 10:25

No questions were asked from the public.

Conclusion of meeting

Director Jamie Dolan concludes by thanking everyone for attending today's meeting.

The meeting adjourned at 10:41 a.m.

DRAFT