

CI ADVISORY COMMITTEE DIVISION UPDATE

WASHINGTON STATE CORRECTIONAL INDUSTRIES

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

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.

Points of Contact

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WASHINGTON STATE
CORRECTIONAL INDUSTRIES

BRaille SERVICES

Washington Corrections Center for Women (WCCW)

Program Participants: 20

Programming Hours Worked: 6,386

SOC Certificates Issued: 4

Certificates (other) Issued: 2

Vacant Positions: 3

MAJOR ACCOMPLISHMENTS:

- One transcriber recently released with the intent to continue her braille work through Ogden Resource Center.
- Two apprentices have started the process of becoming certified at the most basic state and national levels. The process includes nearly a year of lessons and a multi-part examination. Two apprentices are at the end of the same process and are preparing for the examination.
- A senior transcriber is teaching the in-house created Tactile class to two apprentices. The braille program at WCCW is currently the only program offering the collage-style tactile, which can take hours to complete and are highly sought-after for grades K-12.
- One transcriber received her Formats Certification this year. Two transcribers have taken the Formats exam and two transcribers are on the waitlist. The Formats certification, while secondary, is the most important certification for a transcriber. Each attempt at being certified costs \$175, and is limited to only two individuals at a time being allowed to take the eight week examination.
- Two senior transcribers are close to completing the national UEB (Unified English Braille) Nemeth completion course, which takes about a year to complete. Three transcribers are on the waitlist to request the course examination. There is a limitation of only two individuals at a time being able to take the certification exam. Only Nemeth certified transcribers are allowed to complete any math/technical book, which leads to high demand for the certification. Nine transcribers are currently enrolled in the in-house created Nemeth course instructed by a certified senior transcriber. The in-house course curriculum is approved by the National Braille Association, with the WCCW transcriber who created it named as an author. The course is being provided by ORC to prison Braille programs in other states.
- A two-part music certification for transcribers who can read music is available as an alternative or addition to the Nemeth certification. One transcriber is nearly done with the second part, while another is working on the first part.

- In the Braille community, sighted proofreaders are much sought after. There are numerous requirements that must be met before beginning one of the two courses available for the Proofreading Certification. One transcriber is waiting to begin the course.

FOCUS AREA:

Training:

- Two senior apprentices and two new apprentices are working on their lessons to be trained in Braille. Two fully certified transcribers are working to keep up with the constantly changing rules and standards books for a multitude of codes. The 12 other transcribers are all currently pursuing certifications that will allow the Braille department to continue to take on a variety of transcription jobs in any code requested.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- The Braille department strives for continuous improvements of perfection of continued and active communications with ORC at the Washington State School for the Blind. Managing of timelines on projects continues to improve with weekly and monthly tracking systems in place. Proofreading abilities continue to improve to provide the best quality of work for the state of Washington and states across the nation.

COMPUTER AIDED DESIGN SERVICES

Washington Corrections Center for Women (WCCW)

Program Participants: 6

Programming Hours Worked: 1,494

Vacant Positions: 1

MAJOR ACCOMPLISHMENTS:

- Two new drafters, one a re-hire, were hired on in December and are going through the training process (practice jobs, product training, etc.).
- Completed the first calendar year of instituting drafting fees; totaling \$34,800 in earnings.
- Received 22 new projects totaling \$1.3 M in product.
- Completion of Stafford Creek Corrections Center collaboration on “Executive Suite” offerings.

FOCUS AREAS:

Worker Release:

- Preparing for the release of two drafters in 2026; a junior drafter in January and a senior drafter in June.

Training:

- Continue training new drafters to ensure all work and projects are aligned with program procedures and processes. This will help in giving customers the best representation of their space.

Projects:

- Continue to work on the Pritchard building and Western State Hospital projects with anticipated first phases of installation to be at year end 2026.

FOOD MANUFACTURING

Airway Heights Corrections Center (AHCC)

Program Participants: 121

Programming Hours Worked: 58,235

Vacant Positions: 52

MAJOR ACCOMPLISHMENTS:

- Awarded competitive bid contract for Santa Clara County Jail for five years, with a forecasted \$20M in sales.
- Sourced and provided whole muscle turkey and pumpkin pies for DOC holiday food service.
- Manufactured safety stock for DOC in preparation of potential cold and flu outbreaks.

FOCUS AREAS:

Work Training Programs:

- Maintaining and expanding work training by collaborating with DOC facility staff to increase program participation.

Other Programmatic Focuses:

- Continue to develop marketable job skills and instilling positive work ethics while reducing tax burden.

FOOD SERVICE

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

Program Participants: 574 - Monthly Average
Programming Hours Worked: 90,721 - Monthly Average
SOC Certificates Issued: 23
Certificates (other) Issued: 12
Vacant Positions: 71 - Monthly Average

MAJOR ACCOMPLISHMENTS:

- Conducted food service area site visits at AHCC, WSP, CRCC, WCC, CBCC, and OCC. Discussed and reviewed the facility layout, financials, personnel/staffing status and challenges, incarcerated workforce status, associated challenges with menu compliance, and various concerns from the food services staff.
- Met with the Department of Enterprise Services (DES) to implement the approved vendors who were awarded the bulk foods contract for the state. Recommended updates to strengthen competition, improve delivery consistency, and ensure cost compliance under DES procurement frameworks.
- In accordance with RCW 39.26.090, Food Services, during the 2025 calendar year, had purchased over 2M pounds of Washington-grown fruits and vegetables from commercial vendors, supporting local agricultural businesses. In addition, the WSP Garden to Prisons Program produced 250,000 pounds of fruits and vegetables distributed to WSP, AHCC, and CRCC.

FOCUS AREAS:

Nutrition and Policy Alignment:

- The updated Dietary Guidelines for Americans are under joint review by food services and health services. Confirmed current menus support healthy nutritional requirements, no immediate menu changes are required. Minor adjustments to be addressed during the fall menu revision cycle to ensure deliberate implementation and menu stability.

Statewide Food Service Managers Meeting:

- Many subjects were addressed at the meeting including: religious food program support, nutrition and therapeutic diet support, food manufacturing support, safety and risk management, and financial outlooks.

Menu Revisions:

- Created and published a new revision to the Statewide Dietary Guidelines for Americans Compliant Menu, including new menus for the therapeutic diets.
- Food services has implemented a monthly special meal initiative across facilities typically scheduled for the last Friday of each month. This effort supports responsiveness to stakeholder input while maintaining required nutrition operational and fiscal standards. Recent examples have included meals such as beef pot roast with traditional sides and double cheeseburgers, both of which have received positive feedback while remaining consistent with operational and nutritional guidelines.
- The menu is balanced and positions DOC food services beyond compliance of regulatory guidelines by balancing nutrition and improving acceptability. The statewide menu is expected to increase meal participation, improve actual nutrition intake, and reduce food waste while supporting effective nutrition delivery fiscal responsibility and the well-being of the incarcerated population.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue support for all DOC food service facilities. Monitor the food supply and collaborate with the food manufacturing operations to ensure product is available as required.

FURNITURE BRAND AND SALES

Correctional Industries Headquarters (CI HQ)

MAJOR ACCOMPLISHMENTS:

- Installation is complete at Camp Murray. The project consisted of 20 barracks rooms of UW style furniture with a loft bed, 36" wardrobe, desk with adjustable surface, stackable dresser, nightstand, and navigator chair without arms in each. There was good coordination with the delivery/installation team and the customer resulting in a very smooth and successful project.
- Future projects include:
 - WSDOT Lakewood (\$25K) 2026
 - Camp Murray (\$304K) 2026
 - Western State (\$9M) phased project first delivery 2026 - 2028
 - Maple Lane- Chelan Unit (\$39K) June 2026
 - Olympic Heritage Behavior Health/DSHS (\$150K) June 2026
 - DSHS HQ (\$1.1M) June 2026
 - Pritchard Building (\$280K) August 2026
 - DSHS Fircrest (\$1.2M) 2027
 - Ferndale City Hall (\$500K) 2027
 - Secretary of State Archives (\$35K) 2027
 - Department of Commerce (\$35K) 2027

FOCUS AREAS:

New Products:

- Continuing to add new products to the standard product lines, looking to add a new seating line that is more in line with customers needs and will replace the current Rage and Summit Seating line which has not been well received.

Trash and Recycle Bin Line:

- Nearing completion of adding a line of trash and recycle bins both indoor and outdoor to the CI website.

Fire Gear Racking Catalog:

- Marketing is putting the finishing touches on a created fire gear racking catalog and will be adding it to the CI website.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continued customer outreach, with non-mandated customers as a focus. This is a whole sales team effort that includes sales calls, email blasts, in-person visits, and tradeshow/conferences as budget allows.

FURNITURE MANUFACTURING

Stafford Creek Corrections Center (SCCC)

Program Participants: 166 - Monthly Average

Programming Hours Worked: 16,561 - Monthly Average

SOC Certificates Issued: 16

Vacant Positions: 41

MAJOR ACCOMPLISHMENTS:

- The UW project for dorm furnishings has started well. In December, 20 of each product was completed. UW ordered a total of 800 wardrobes, bunk beds, desks, and mobile pedestals, which leaves 780 of each product remaining to be produced.

FOCUS AREAS:

UW Dorm Furniture:

- Monitoring the shop floor to ensure raw materials move smoothly without bottlenecks. In addition, creating uniform procedures for tasks like machine setup and programming for each product to reduce errors, and ensuring these practices become a daily habit to maintain efficiency over time.

Press Brake Machine:

- The CNC press brake has been broken for about four months, with the computer system failing. Working with the manufacturer and IT to remedy the issues. IT will be continuing to work on a resolution for the repair.

Tariffs and Price Increases:

- Continuing communications with vendors about tariffs and other price hikes for raw materials. As pricing changes occur, adjusting finished goods pricing accordingly to reflect the new raw material price increase.

Range Chair Replacement :

- The sales team and the factory have assessed that the Range chair is not a good fit for the program. The team is working on replacing it with a higher-quality chair with better ergonomics through an option being assessed from Bay Product Development.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Preparing for the biennium despite it being a smaller year budget-wise statewide.

INCARCERATED INDIVIDUAL SERVICES

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

Program Participants: 160
Programming Hours Worked: 44,588
SOC Certificates Issued: 10
Certificates (other) Issued: 4 - Financial Literacy
Vacant Positions: 7

MAJOR ACCOMPLISHMENTS:

- The commissary and food package program offered 20 holiday products which are not available the rest of the year to celebrate the holidays and provide variety.
- Launched in-house incarcerated worker sensory testing. Prior to new sensory process, a small team of individuals from CI's food group R&D lab participated in sensory testing of commissary products. The new process provides approximately 10 times the amount of input for consideration of products, ensuring a wider sampling.
- Completed remaining 2025 site visits. Program leadership makes annual site visits to all facilities to engage the staff who support the programs as well as incarcerated customers seek feedback and improvements to programs.

FOCUS AREAS:

Product Offerings:

- Continue to review product offerings and identify areas where quality products can be offered and pass along cost savings to the population to help mitigate rising costs of goods nationwide.

Customer Service/Vendor Management:

- Continue to work with vendor partners to ensure products are in stock and available to customers, and any issues with orders are dealt with in a timely manner.

Incarcerated Worker Recruitment/Retention:

- Workgroup has been established to identify how to incentivize CI work to improve low worker numbers, particularly at AHCC, and retain experienced workers across CI shops statewide. Incarcerated Services has been an active participant in this workgroup and looks forward to implementing identified strategies in the future.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Implement identified product offerings that expand available choices for the population. Continue to focus on incarcerated worker participation in workforce development classes such as Making it Work, Financial Literacy, and Job Hunters.

LAUNDRY

Statewide

Program Participants: 127

Programming Hours Worked: 57,150

SOC Certificates Issued: 4

Certificates (other) Issued: 3 Association for Linen Management (ALM)

Vacant Positions: 33

MAJOR ACCOMPLISHMENTS:

- Clallam Bay Corrections Center - New washer ordered and install scheduled for third quarter.
- Monroe Correctional Complex - Installed two new dryers.
- Washington Corrections Center - New dryer purchased to replace existing asset.

FOCUS AREAS:

Training and Certification:

- Continuing to work toward ALM certification, providing Makin' It Work training, and issuing Certificate of Proficiency (SOC - Standard Occupational Codes) certificates in recognition of longevity and performance.

Safety Audit:

- Continue to audit all staff and incarcerated worker files in assigned tasks with required documented training of any equipment used during those assigned task to assure documentation of safety training for staff and incarcerated workers.

Repairs:

- Ongoing lint vacuum system repairs at the Washington State Penitentiary.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Ongoing engagement with statewide laundry operators through monthly staff meetings for best practices conversations and idea sharing.
- Continue supporting an active preventative maintenance program on equipment throughout the state.

LICENSE SERVICES DIVISION

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

Program Participants: 23
Programming Hours Worked: 8,142
SOC Certificates Issued: 3
Vacant Positions: 17

MAJOR ACCOMPLISHMENTS:

- For the fourth quarter of 2025, the tab shop produced 276,200 vessel tabs for 2027.
- Improving communications between license plates and the Department of Licensing (DOL).
- Streamlining operational processes within the license plate operation has increased efficiency and overall output, which helped increase on-hand stock to better fulfill DOL's orders.

FOCUS AREAS:

Worker Recruitment:

- Both shops are attempting to build consistent head count and sustainable teams within their operations. The preference for incarcerated worker recruitment will be to focus more on individuals who understand the program's long-term and short-term goals and want to be a part of a successful operation that builds their readiness for release, rather than just having "bodies to fill seats." This remains challenging due to the disparity in deductions mandated by statute depending on class of work.

Building Consistent Inventory:

- Continue to aim for building a consistent inventory of on-hand plates so orders can be picked directly from existing stock in the warehouse rather than waiting for orders to be completed in the shop before orders are shipped.

Customer Satisfaction:

- Continue to build upon the confidence DOL has in Correctional Industries to provide high-quality products on time.

Updated Tab Equipment:

- Currently working with the equipment vendor for updated digital equipment to produce license plate tabs. The plan is to begin moving to this new equipment incrementally in the next quarter.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue to build stock. The team is committed to looking for more efficient ways to complete business needs, training similarly committed workers, and instilling what the end goal looks like.
- Utilizing better avenues to work with long distance diagnostic team to complete faster, more efficient repairs as needed.
- Fulfilling orders on time with minimal remakes due to errors, as well as addressing any concerns DOL may have in a timely and professional manner.
- Have the license plate and tab leaders continue to build relationships with Custody Unit Supervisors and Counselors which will help in recruiting workers that fit the needs of the programs.

MCNEIL ISLAND STEWARDSHIP

Cedar Creek Corrections Center (CRCC)

Program Participants: 11

Programming Hours Worked: 4,349

Certificates (other) Issued: Forklift Certification

Vacant Positions: 9

MAJOR ACCOMPLISHMENTS:

- Power infrastructure upgrades: Worked with the contractor to reconnect power to the barge slip.
- Power restoration: Fire suppression contractors restored services for the CI warehouse and Emergency Operations Unit (EOU) training center.
- Washington Department of Fish and Wildlife began work at Floyd's Cove (road removal) and Bodley Creek (16' box drain culvert) on Nov. 15, 2025.
- In-water inspection of barge #2, the marine vehicle McNeil, and marine vehicle Chinook conducted in October 2025.
- Swing engine project: Reassembly of the swing engine, DD8V71, for the steel boats was completed in October 2025.
- Department of Transportation (DOT) inspections: The DOT bridge inspection team was onsite October 15-17, 2025, completing the biennial inspections of the docks and floats. This inspection also includes an underwater inspection. The results of these inspections will help guide the docks and floats capital project, which is expected to begin in the spring.

FOCUS AREAS:

Surplus of Equipment and Vehicles:

- Continued work with Department of Corrections (DOC) and the Department of Enterprise Services (DES) to surplus all old and unused vehicles and equipment.

New Fuel Storage Tank:

- KPFF, engineering contractor with DOC, is still working on the plan to add a new 25,000-gallon fuel storage tank near the fuel farm. Currently in the final permitting stages with Pierce County.

Marine Department Project:

- The marine department under new management will continue work on tool and equipment accountability to be completed by summer 2026.

Assisting with Moving EOU Offices:

- Currently the EOU offices are located on a parcel that is not the DOC deeded parcel. Now that the training center is complete, the offices will be moved to the training center. In addition, the building where ammunition is stored is not on DOC deeded parcel. All ammunition will be moved to the training center as well.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- DOC/MIS is currently still working with an environmental engineering firm (Terracon) to look at the soil that has been found during the Department of Natural Resources phase two restoration work at Still Harbor. The soil had an odor and samples have come back positive for oil and gas. Currently working on next steps for this process and awaiting a meeting with the Washington State Department of Ecology to look at next steps for affected areas.
- Continued work with Capital Projects on two large projects for the McNeil Island Marine Department. The first is the infrastructure repair/maintenance on McNeil docks, floats, and causeways. This project is in the final stages of acquiring permits from the Army Corps of Engineers.
- Begin construction on new fuel storage areas.
- Continue to remove old equipment that DES does not want with appropriate vendors.
- Capital Projects is moving forward with the parcel analysis for McNeil Island.

OPTICAL

Airway Heights Corrections Center (AHCC)

Program Participants: 56

Programming Hours Worked: 20,819

SOC Certificates Issued: 3

Certificates (other) Issued: 2 - Makin' It Work

Vacant Positions: 9

MAJOR ACCOMPLISHMENTS:

- Decision Document submitted for Automated Lab Equipment.
- After a lengthy process of site visits and data gathering with Satisloh North America, MEI systems Inc., their competitors and facility maintenance, the optical team submitted the final version of the Automated Optical Equipment Decision Document to request an overhaul of equipment and upgrade technologies. In the request are an automated system with blockless technology to significantly reduce cost and environmental impact from current practices, and outdated, obsolete equipment to improve the final product and turnaround times, and give incarcerated individuals more valuable training in skills in automated large optical lab manufacturing for increased employability upon release. This technology has become the standard used throughout the optical industry in government and corporate facilities, including Costco, MassCorr (Massachusetts Correctional Industries), California Correctional Training and Rehabilitation Authority or CALCTRA (formerly CALPIA), as well as the United States Armed Forces.

FOCUS AREAS:

CI Supervisor 2 (CIS2) Position :

- Final approval and recruitment of CIS2 position, IQ06 completed. Updated CIS2 position in optical where candidate was selected and brought on board in January 2026.

Security Camera System for Lab:

- As a result of a security audit, optical has requested security cameras be installed within the lab due to potential security concerns/staffing within the lab. The request was approved, and has been ordered for installation within optical areas, and compatible with facility IT network. Projected to be completed in late March 2026.

Data Entry Backlog:

- At the end of the quarter, one Customer Service Specialist 2 (CSS2) position is vacant due to an extended leave of absence. This has created a backlog of data entry throughout our customer care department, resulting in increased past due jobs within the lab. Customer service staff completed overtime through the regular work week to maintain data entry and work on a non permanent CSS2 recruitment over the next quarter.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Remote Order Entry: Continuing multi-year efforts to move closer to the current environment by exploring other methods to retrieve the data inputted by doctor offices.
- Recruitment of a non-permanent CSS2 to cover position left open through an extended leave of absence.
- Update and resubmit security camera equipment order for lab.
- Working on inventory changes to keep frame selection current with modern styles and color choices. A new catalog with exciting new shapes and colors will be launched late this summer, in time for the back to school season. Optical takes great pride in the quality and variety that are on offer to the clients of the WA Health Care Authority, moving away from stereotypical "state" glasses.

SAFETY AND RISK MANAGEMENT

Statewide

MAJOR ACCOMPLISHMENTS:

- Holding monthly statewide CI Safety Coordinators meetings.
- Engaging both CI Safety and Facility Safety officers in cultural conversations and collaborations.
- Initiating a 'standardized training library' for all operations across the state to access a complete packet of materials needed for documented training.

FOCUS AREAS:

Safety Training Library:

- Organize a complete library of training materials for every operation and every task to provide documentation, organization, and easily accessible mandatory training materials throughout our statewide facilities and operations.

Staff Training:

- Initiate procedure to document staff training completion within all CI operations of any and all equipment used.

Incarcerated Worker and Staff Training:

- With statewide stakeholder input, updating documents for training of both Class II workers and staff on transportation loading/unloading trailers training and have signed documentation of the training being completed.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Start a pilot project within CI operations to focus attention on how we conduct the business we are engaged in and how we can do that business safer.
- Start new calendar year of safety audits starting with Airway Heights Corrections Center in March 2026.

SERVICE AND DELIVERY

Correctional Industries Headquarters (CI HQ)

Program Participants: 28

Programming Hours Worked: 9,480

SOC Certificates Issued: 1

Vacant Positions: 6

MAJOR ACCOMPLISHMENTS:

- Completed assistance of warm closure for Mission Creek Corrections Center for Women.
- Began receiving and storing raw material metal for furniture factory at the secondary warehouse. The incarcerated workers assisting in the offloading and storage of these materials are using skills they never have before and exercising safe practices.
- Returned inventory for Fast Fulfillment furniture program to the Service Delivery Division (SDD) warehouse. This provides an opportunity for the incarcerated workers to learn different warehousing practices and also supports faster delivery to customers.
- Both the material and Fast Fulfillment handling have given the incarcerated workers and clerks more opportunities to collaborate in a manner that leads to creative ideas and positive interactions in the workplace.

FOCUS AREAS:

Incarcerated Workers and Staff Training:

- SDD had six incarcerated workers attend preparatory Job Hunters training and of those six, five participated in the mock interviews event on December 18. The event was well-attended, providing impactful experiences to both the participating individuals as well as community partners.
- Staff and incarcerated worker tool safety training records were audited and are all complete/up to date.

Furniture Factory Collaboration:

- Assisting in the receiving and storage of metal raw materials for the furniture division to allow for reduced cost of raw material on an 800 unit order for the University of Washington. This is also providing incarcerated workers with experience in offloading sheet and tube metal and planning handling and storage.

Cost Saving Measures:

- Reduction of staff with the abolishment of four positions in the install team due to lack of work with reduced furniture orders.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Next forklift class scheduled for February.
- Incarcerated Employee Recruitment: SDD is still coordinating with Cedar Creek Corrections Center (CCCC) to increase the number of available workers for its program with the goal of 40 incarcerated participants. This will allow for more stability in the program and provide opportunities for individuals working toward reentry. Skilled incarcerated workers are leaving monthly due to release dates and transfers. SDD will continue to work with CCCC to increase the numbers of workers for the program.
- Surplus of excess equipment and vehicles.

TEXTILES

Airway Heights Corrections Center (AHCC)
CI Headquarters Consolidated Distribution Center (CDC)
Coyote Ridge Corrections Center (CRCC)
Washington Corrections Center (WCC)
Washington Corrections Center for Women (WCCW)

Program Participants: 169

Programming Hours Worked: 29,256

SOC Certificates Issued: 10

Certificates (other) Issued: 31 - Makin' It Work

Vacant Positions: 28

MAJOR ACCOMPLISHMENTS:

- Training site business offices to start processing credit card payments through Microsoft Dynamics 365 (D365) to streamline payments and eliminate the batching process.
- Two Consolidated Distribution Center (CDC) staff completed Correctional Worker CORE Academy.
- Entering into a contract with University of Washington Medical Center for patient clothing (sweats).
- Working with the Department of Social and Health Services (DSHS) to supply their uniforms.

FOCUS AREAS:

Collaboration:

- Working with the Laundry Division in the processing of purchase orders and accounts payable, as well as sales order and accounts receivable processes in D365. Anticipate going live in February 2026.

Inventory Accountability:

- Through the focus on continuous improvement, the Textiles Division has changed how inventory movement is processed. All inventory movement must be approved and posted by the Operations or Materials Manager. Doing this will allow the business to assign responsibility by defining who is accountable for any variance as well as physical controls. Physical controls are completed by implementing regular cycle counts and audits to ensure inventory on-hand and in the system match.

Purchasing Process:

- Consolidating procurement processes involves:
 - Centralizing purchasing functions
 - Reducing the number of suppliers
 - Standardizing workflowsThese steps will improve efficiency, leverage buying power, and reduce costs by analyzing and reacting to spending trends.

CI Supervisor Assistant (CISA) Hiring:

- Coyote Ridge Corrections Center (CRCC) production requires an additional staff member, a CISA in order to support the mattress factory and textiles shop for shop coverage during leave and training periods by other staff and to avoid having to shut down due to lack of coverage.

STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Continue to look for streamlining opportunities in utilizing D365.
- Finding opportunities for supplying other customers with CI's great products.
- Locking in outstanding potential orders with customers the textiles team have been in talks with.

WORKFORCE DEVELOPMENT

Statewide

MAJOR ACCOMPLISHMENTS:

- Rounding up a full year of holding mock interview events at all major DOC prison facilities, the Workforce Development (WD) team held events at Stafford Creek Corrections Center (SCCC) in November and CI Headquarters in December.
- Grays Harbor employers and regional employers from as far north as Seattle participated in SCCC's event, providing substantive and practical employer perspectives and feedback to the incarcerated participants.
- Incarcerated individuals who participated in the CI Headquarters event included McNeil Island Stewardship (MIS) CI workers and one (out of the two) CI Laundry operations workers from Cedar Creek Corrections Center in addition to headquarters warehouse workers. DOC Deputy Secretary Scott Russell attended the morning session while Reentry Assistant Secretary Danielle Armbruster attended the afternoon session of the event.
- On October 29, the Brand and Mission Administrator and Community Employment Navigator co-presented with Kansas CI on the National Correctional Industries Association (NCIA)'s "Engaging Employers and Community Partners" webinar. They shared information on their strategies and best practices on employer engagement and building partnerships, as well as initiatives and activities supporting employment readiness.
- To close out an eventful calendar year, the WD Navigator for east side prison facilities facilitated nine Financial Literacy classes at Airway Heights Corrections Center, Coyote Ridge Corrections Center, and Washington State Penitentiary, serving 115 incarcerated individuals for the last quarter of the year.

FOCUS AREAS:

WD Team Recruitment:

- Both the WD Navigator for west side facilities and the Community Employment Navigator positions were vacated by the end of the calendar year (December). With knowledge of this in November, steps were taken to expedite the recruitment and hiring in filling those roles. Interviews were conducted in December, with selection anticipated by the end of December/beginning of January.

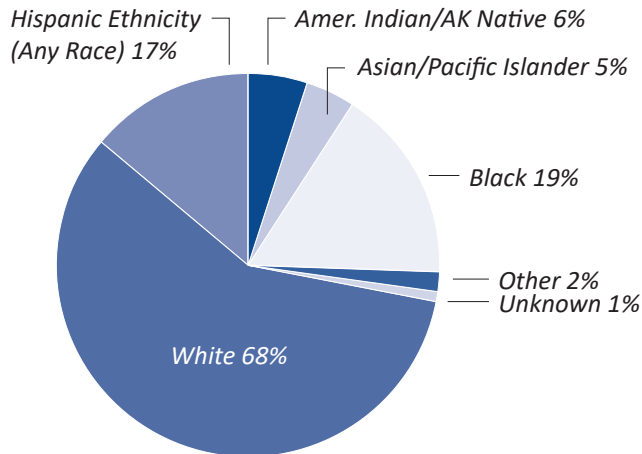
STRATEGIC PRIORITIES FOR UPCOMING QUARTER:

- Onboarding the new west side WD Navigator and the new Community Employment Navigator.

ETHNICITY BREAKDOWN

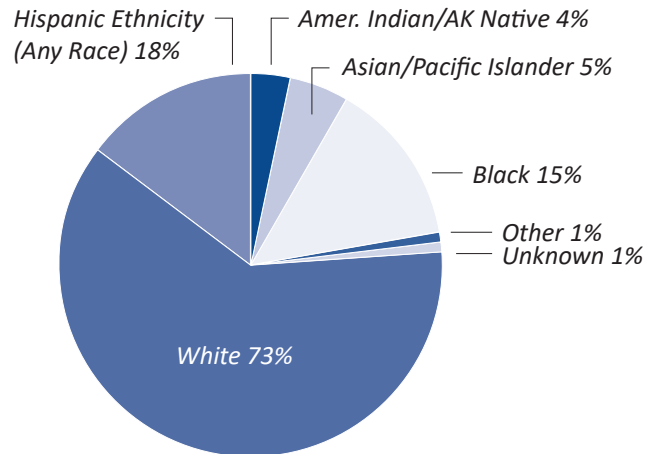
DOC PRISON POPULATION

TOTAL: 12,846



CI CLASS II PROGRAM PARTICIPANTS

TOTAL: 1,425



Airway Heights Corr. Ctr. - 1,801

- Amer. Indian/AK Native - 102
- Asian/Pacific Islander - 53
- Black - 183
- Other - 14
- Unknown - 15
- White - 1,434
- Hispanic (Any Race) - 374

Cedar Creek Corr. Ctr. - 410

- Amer. Indian/AK Native - 24
- Asian/Pacific Islander - 31
- Black - 106
- Other - 2
- Unknown - 1
- White - 246
- Hispanic (Any Race) - 47

Clallam Bay Corr. Ctr. - 705

- Amer. Indian/AK Native - 52
- Asian/Pacific Islander - 57
- Black - 179
- Other - 11
- Unknown - 5
- White - 401
- Hispanic (Any Race) - 170

Coyote Ridge Corr. Ctr. - 1,964

- Amer. Indian/AK Native - 86
- Asian/Pacific Islander - 93
- Black - 364
- Other - 28
- Unknown - 35
- White - 1,358
- Hispanic (Any Race) - 372

Monroe Correctional Complex - 1,455

- Amer. Indian/AK Native - 77
- Asian/Pacific Islander - 63
- Black - 231
- Other - 23
- Unknown - 10
- White - 1,051
- Hispanic (Any Race) - 244

Olympic Corrections Center - 241

- Amer. Indian/AK Native - 18
- Asian/Pacific Islander - 10
- Black - 60
- Other - 17
- Unknown - 0
- White - 136
- Hispanic (Any Race) - 29

Stafford Creek Corr. Ctr. - 1,839

- Amer. Indian/AK Native - 78
- Asian/Pacific Islander - 122
- Black - 357
- Other - 21
- Unknown - 19
- White - 1,242
- Hispanic (Any Race) - 150

Washington Corr. Ctr. - 1,528

- Amer. Indian/AK Native - 91
- Asian/Pacific Islander - 75
- Black - 274
- Other - 33
- Unknown - 12
- White - 1,043
- Hispanic (Any Race) - 287

Washington Corr. Ctr. for Women - 716

- Amer. Indian/AK Native - 54
- Asian/Pacific Islander - 43
- Black - 90
- Other - 41
- Unknown - 6
- White - 482
- Hispanic (Any Race) - 104

Washington State Penitentiary - 2,187

- Amer. Indian/AK Native - 166
- Asian/Pacific Islander - 91
- Black - 561
- Other - 49
- Unknown - 12
- White - 1,308
- Hispanic (Any Race) - 401

Airway Heights Corr. Ctr. - 400

- Amer. Indian/AK Native - 12
- Asian/Pacific Islander - 14
- Black - 44
- Other - 3
- Unknown - 6
- White - 321
- Hispanic (Any Race) - 77

Cedar Creek Corr. Ctr. - 35

- Amer. Indian/AK Native - 3
- Asian/Pacific Islander - 3
- Black - 10
- Other - 0
- Unknown - 0
- White - 19
- Hispanic (Any Race) - 3

Clallam Bay Corr. Ctr. - 10

- Amer. Indian/AK Native - 0
- Asian/Pacific Islander - 0
- Black - 5
- Other - 0
- Unknown - 0
- White - 5
- Hispanic (Any Race) - 1

Coyote Ridge Corrections Center - 297

- Amer. Indian/AK Native - 8
- Asian/Pacific Islander - 14
- Black - 43
- Other - 6
- Unknown - 4
- White - 223
- Hispanic (Any Race) - 84

Monroe Correctional Complex - 256

- Amer. Indian/AK Native - 10
- Asian/Pacific Islander - 13
- Black - 37
- Other - 5
- Unknown - 5
- White - 186
- Hispanic (Any Race) - 39

Olympic Corrections Center - 2

- Amer. Indian/AK Native - 0
- Asian/Pacific Islander - 0
- Black - 1
- Other - 0
- Unknown - 0
- White - 1
- Hispanic (Any Race) - 0

Stafford Creek Corr. Ctr. - 164

- Amer. Indian/AK Native - 4
- Asian/Pacific Islander - 156
- Black - 25
- Other - 2
- Unknown - 3
- White - 115
- Hispanic (Any Race) - 11

Washington Corr. Ctr. - 148

- Amer. Indian/AK Native - 3
- Asian/Pacific Islander - 10
- Black - 25
- Other - 4
- Unknown - 1
- White - 105
- Hispanic (Any Race) - 22

Washington Corr. Ctr. for Women - 24

- Amer. Indian/AK Native - 3
- Asian/Pacific Islander - 3
- Black - 0
- Other - 1
- Unknown - 0
- White - 17
- Hispanic (Any Race) - 5

Washington State Penitentiary - 89

- Amer. Indian/AK Native - 9
- Asian/Pacific Islander - 4
- Black - 27
- Other - 1
- Unknown - 0
- White - 48
- Hispanic (Any Race) - 13