



Meeting Minutes
Iowa Prison Industries Advisory Board
Friday, September 10, 2021
Meeting held at Newton / conference call

Present: Dr. Doug Hillman, Tim Diesburg, Dr. Jennifer Doke-Kerns, Greg Steggerda, Ralph Haskins, Dan Clark.

Absent: None.

Staff:

Guests: None.

I. Call to Order.

Dr. Doug Hillman called the meeting to order at 9:00am on September 10, 2021.

Mr. Clark welcomed new Board members Dr. Doke-Kerns from DMACC, and Mr. Haskins from the Iowa Board of Parole. Both new Board members spoke about their backgrounds. Mr. Clark expressed his thanks for them serving the citizens of Iowa, and informed the Board that the seats representing Agriculture and Labor have yet to be appointed.

II. Review and Approval of Previous Minutes.

Mr. Diesburg made a motion to approve the minutes for the meeting held online June 18, 2021. The motion was seconded by Dr. Doke-Kerns and passed unanimously.

III. Approval of new private sector subcontract program at ICIW.

Mr. Clark informed the Board that Timberline Manufacturing of Marion, IA had applied to participate in the private industries program, and had met the qualifications. Mr. Steggerda made a motion to approve the project, which was seconded by Dr. Doke-Kerns. During discussion of the motion, Mr. Clark explained that the company had been unable to hire enough qualified civilians, and wished to subcontract the production of certain wiring harnesses at the IPI program in Mitchellville. The women participating would receive \$10.93 per hour, as determined by IWD. The motion passed unanimously.

IV. Approval of new private sector off-grounds program at Diamond Crystal Brands in Mitchellville.

Mr. Clark informed the Board that Diamond Crystal Brands, which operates a food production facility in Mitchellville, had applied to participate in the private industries program, and had met the qualifications. Mr. Diesburg made a motion to approve the project, which was seconded by Dr. Doke-Kerns. During discussion of the motion, Mr. Clark explained that the company had been unable to hire enough qualified civilians, and wished to employ women from the Mitchellville institution to run packaging machines and to palletize product. Staff from the ICIW institution had met with the company, and women would be allowed to walk to/from the production facility. The women participating would receive at least \$11.79 per hour, as determined by IWD, but the company indicated they would likely pay more. Two former

participants in the program from years ago had worked for Diamond Crystal for more than 20 years. One recently retired and the second continues working there today.

Dr. Doke-Kerns asked how women working in private industry or any other IPI program balance their work with classes and treatment. Mr. Clark stated that he didn't think there was an easy answer to this, since most treatment and education classes are held during the day. At times there were efforts to hire treatment and educational staff for hours later in the day. Mr. Diesburg asked whether the women would be performing equipment cleanouts, and Mr. Clark stated that they were allowed to perform the operations listed in the company's job description only, which did not include any such maintenance or LOTO work. Mr. Clark also described the involvement of the institution's safety officer, who was responsible to ensure the company's training and safety programs were appropriate.

The motion passed unanimously.

V. Status of IPI Programs.

Mr. Clark provided an update for the Board regarding the IPI programs at the Iowa State Penitentiary in Fort Madison, and at the Anamosa State Penitentiary. The program at Fort Madison remains shut down since the staff killings on March 23rd, and Mr. Clark did not have a clear idea when the program would be allowed to resume. The plan is to produce textiles and mothball the equipment and tools used to manufacture furniture. In Anamosa, the Custom Wood and Metal Furniture shops are permanently closed. For the other programs, 21 incarcerated men are allowed to work each day, although no tool use is currently allowed.

In Anamosa, fencing to restrict movement is being constructed. Once this is completed, Mr. Clark expects that the programs will be allowed to bring additional participants into the program.

Dr. Hillman asked whether the wood or metal furniture programs could be relocated to another prison. Mr. Clark explained that there wasn't adequate and available space at the other institutions, and that the programs at the medium facilities had tightly restricted tools as well, so it seemed unlikely that any prison would allow a furniture shop.

Mr. Diesburg expressed his sadness at the end of furniture production, noting that the programs had trained hundreds of men in occupations that were in high demand, such as welding and powder coat painting.

Mr. Clark stated that the IPI program would have to pivot in order to prepare more men and women serving short sentences.

VI. Homes for Iowa, Inc. housing investment.

Mr. Clark had previously shared with the Board that Governor Reynolds had announced a new \$100 million investment in housing for the state, including \$10 million for Homes for Iowa, Inc. The investment will allow the HFI program to reach scale more quickly, and to train more incarcerated individuals in the building trades. In line with this increase, Mr. Clark said that IPI was working on program enhancements that better connect builders and contractors with the men working in the program, would address barriers that the men face after release in obtaining housing and transportation, and would follow each "graduate" in order to collect specific and useful data on success rates.

VII. Board Discussion Topic.

Mr. Clark asked the Board for its ideas on “training and certification for men and women serving shorter sentences”. There was good discussion and the following ideas were generated:

Internal auditing, such as ISO 9000
Basic math and basic literacy
Basic computer skills (email, Word, Excel, scheduling meetings)
Technology such as smartphones
Level 1 Mechanic (basic tool use, small motors and pumps, etc.)
Lockout / Tag out
Soft skills, basic employability skills
Basic quality, ASQ

Mr. Clark will include these in the discussions with DMACC for an overall program.

VIII. New Business.

There was none.

IX. Adjourn

Dr. Hillman asked for a motion to adjourn, which was offered by Mr. Steggerda and seconded by Dr. Doke-Kerns. The meeting was adjourned at 10:48am.

Minutes submitted by:



Dan Clark, Director

Minutes approved by:



Dr. Doug Hillman, Chair