



**Meeting Minutes**  
**Iowa Prison Industries Advisory Board**  
**Friday, December 8, 2017**  
**IPI Showroom, Des Moines, IA**

*Present:* Dr. Doug Hillman, Robert Carr, Jennifer Gardner, Terry Goodman, Dan Clark.

*Absent:* Bonnie Winther, Jenny Foster, Sheila Wilson.

*Staff:* Al Reiter, Ann Pollock, Bob Fairfax, Becky Bessine, Justin Opfer, Ann Baughman

*Guests:* Mike Norris (SEIRPC)

**I. Call to Order.**

Dr. Doug Hillman called the meeting to order precisely at 9:00am on December 8, 2017.

With just four members in attendance, the Advisory Board did not have a quorum and therefore no Action items were addressed.

**II. Approval of Minutes.**

This item was deferred until the next regularly scheduled meeting.

**III. Prison House Building Program.**

Mr. Norris and Mr. Clark gave an update on the proposed program to build low income housing onsite at the Newton Correctional Facility.

**IV. IPI Call Center Metrics.**

Mr. Fairfax reviewed recent call center projects for the Board.

**V. Prison Industry Enhancement (PIE) Program - Discussion.**

This item was deferred until the June 2018 meeting.

**VI. Election of Board Chair and Vice Chair.**

This action item was deferred until the next regularly scheduled meeting.

**VII. Offender Videos and Q&A with IPI Managers.**

Ms. Baughman played some videos of IPI program participants discussing the program. Following this, each IPI Manager provided a brief update for their respective operations.

**VIII. Approval of 2018 Meeting Dates and Locations.**

The following dates and locations were set for 2018:

Wednesday	March 28, 2018	9am	via Conference Call
Friday	June 1, 2018	9am	Clarinda Correctional Facility
Friday	September 14, 2018	9am	Iowa State Penitentiary (Ft. Madison)
Friday	December 7, 2018	9am	Iowa Correctional Institution for Women (Mitchellville)

Mr. Clark will send an appointment via email for each scheduled meeting.

**IX. New Business.**

Mr. Goodman requested an analysis for the Board regarding IPI Farm operations, specifically the possibility of leasing all farm ground instead of actively farming or custom farming. Mr. Clark agreed to present this report for the March 28 meeting, and will be assisted by Ms. Gardner, the Board's agricultural representative.

**X. Adjourn**

The meeting adjourned at 11:41am.

Minutes submitted by:



**Dan Clark, Director**

Minutes approved by:



**Dr. Doug Hillman, Chair**