



Meeting Minutes
Iowa Prison Industries Advisory Board
Wednesday, March 28, 2018
Via Teleconference

Present: Dr. Doug Hillman, Robert Carr, Jennifer Gardner, Terry Goodman, Dr. Jenny Foster, Sheila Wilson, Dan Clark.

Absent: Bonnie Winther.

Staff: None.

Guests: None.

I. Call to Order.

Dr. Doug Hillman called the meeting to order at 9:02am on March 28, 2018.

II. Approval of Minutes.

Ms. Gardner made a motion to approve the minutes submitted for the Board's meetings held on September 29, 2017, October 19, 2017 and October 25, 2017. The motion was seconded by Dr. Foster. All were in favor and the minutes were approved.

The board meeting held December 8, 2017 failed to have a quorum, and so no official minutes were offered, although Mr. Clark's notes from the meeting are posted to the Board's website.

III. Election of Board Chair and Vice Chair.

Dr. Hillman requested nominations for the positions of Advisory Board Chair and Vice Chair. Ms. Gardner made a motion to nominate Dr. Hillman as Chair, and Mr. Carr as Vice Chair. That motion was seconded by Dr. Foster. The motion passed unanimously, and Dr. Hillman was elected and agreed to serve as Chair, and Mr. Carr was elected and agreed to serve as Vice Chair.

IV. Report on Private Contractor Sales.

Mr. Clark informed the Board of two sales to private contractors since the previous Board meeting. Dr. Hillman asked if there were any questions or comments. There were none.

Dr. Foster departed the meeting at 9:30am due to a prior commitment.

V. IPI Farms Review.

At the December meeting, Mr. Goodman had requested an analysis of IPI Farm operations, specifically the possibility of leasing all farm parcels instead of actively farming or custom farming. Mr. Clark was assisted by Ms. Gardner, the Board's agricultural representative, in performing the analysis.

Mr. Clark reviewed the 5-year financial statement for the Newton farm, comprised of 60 crop acres, 386 acres of pasture/timber/grass, and 799 acres that are rented to another farmer. During the five year period, which included years with high commodity prices as well as years with low commodity prices, the Newton farm would have lost money every year were it not for the rental income from the 799 acres. In addition, the farm employed just 1.3 offenders on an FTE basis during 2017. IPI employs one full time staff person at the Newton farm, and one part time staff person.

Ms. Gardner stated that in her experience, the Newton farm did not have sufficient scale / size to succeed in modern agriculture, and that it was difficult to provide significant work training opportunities to short-term minimum security offenders on a farm – the equipment and tasks involved can be dangerous.

Mr. Clark reviewed the farms at Mitchellville and Rockwell City, which are custom farmed for IPI – there are no full time staff or offenders working at these farms. Mr. Clark explained that in previous years, there had been a requirement in annual legislative appropriations bills that IPI maintain all farming operations, and IPI had complied with this requirement by having the Mitchellville and Rockwell City sites custom farmed. Mr. Clark informed the Board that this language was dropped from the appropriations bills as of 2016, and that he and Ms. Gardner recommended that the two farms simply be rented out as IPI does in Eldora, Independence and Woodward, rather than custom farmed.

Ms. Gardner noted that the farm at Ft. Madison (Montrose) was able to provide more work training (7.9 offender FTEs during 2017) due to the garden operation there. Ms. Gardner planned to visit the farm later this year, and see if IPI could expand and improve its marketing of fruits and vegetables. She also noted that the Anamosa farm, with 605 crop acres and 820 acres of pasture / timber / grass, was of a much larger scale than Newton. (The IPI farm in Anamosa provided work training to 1.9 offender FTEs during 2017).

Ms. Gardner made a motion to recommend that by 2019, IPI discontinue farming and livestock operations at the Newton site, and rent out the ground instead. In addition, to recommend that IPI discontinue custom farming the Mitchellville and Rockwell City sites, renting the farms as is done at other sites. And finally to request that Mr. Clark assist the IPI full time staff person in an attempt to find alternate employment.

During discussion of the motion, Dr. Hillman asked whether it was feasible to rent the pasture and grass acres at Newton, and Ms. Gardner thought so, yes. She stated that livestock producers were often willing to transport animals a fairly long distance, and that since the Newton farm had stockades and other infrastructure, she thought it would be attractive to potential renters.

The motion was seconded by Mr. Goodman. All were in favor and the motion passed unanimously.

VI. Traditional Industries YTD Financial Review.

Mr. Clark reviewed results for IPI Traditional Industries, which is running a deficit of \$1.4 million for the fiscal YTD. Although IPI typically runs a deficit this time of year, Mr. Clark said it was unlikely that the peak months of April – June would result in a positive Net Sustainable Income for FY18. He said the poor results were primarily due to sluggish orders from state agencies and the universities, all of which are facing budgetary challenges. In addition, IPI had experienced inventory write-downs in Anamosa, and more than \$200,000 in expenses related to the retirement SLIP incentive program. Nevertheless, the IPI revolving fund cash balance had grown substantially versus last year, as the various IPI shops had successfully reduced inventory levels.

VII. Prison House Building Project / SF2225.

Mr. Clark reviewed the status of the proposed project to build affordable houses at the Newton site. Senate File 2225 had been introduced in an effort to fund the infrastructure required to operate the program – primarily a double security fence and a warehouse to store construction materials. Governor Reynolds had recommended an appropriation of \$1 million toward this infrastructure, but Mr. Clark said it was uncertain what the legislature would do, given the fiscal constraints for the state. He promised to inform the Board when the legislative session concluded.

Mr. Carr departed the meeting at 10:15am.

VIII. New Business.

Ms. Wilson asked that the agenda for the June meeting in Clarinda include discussion regarding IPI program participants (item VII from the September meeting).

Ms. Wilson asked Mr. Clark whether IPI had been in contact with the Iowa Restaurant Association in regards to opportunities in the field of culinary and food service. Mr. Clark stated that the DOC apprentice program was in fact working with this organization as part of the training curriculum.

IX. Adjourn

Ms. Gardner made a motion to adjourn the meeting, which was seconded by Mr. Goodman. The meeting adjourned at 10:20am.

Minutes submitted by:



Dan Clark, Director

Minutes approved by:



Dr. Doug Hillman, Chair