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MEETING  
STATE OF CALIFORNIA  
PRISON INDUSTRY AUTHORITY BOARD

ZOOM/VIDEOCONFERENCE

TUESDAY, OCTOBER 6, 2020  
10:03 A.M.

JAMES F. PETERS, CSR  
CERTIFIED SHORTHAND REPORTER  
LICENSE NUMBER 10063

A P P E A R A N C E S

BOARD MEMBERS:

Ms. Kathleen Alison, Chair

Mr. Darshan Singh, Vice-Chair

Dr. Armond Aghakhanian

Ms. Dawn Davison

Mr. Brent Jamison

Mr. Mack Jenkins

Mr. Bob Jenkins

Mr. Felipe Martin

Mr. Troy Vaughn

Ms. Kathleen Webb

STAFF:

Mr. Scott Walker, Executive Officer

Ms. Suzie Changus, Chief Information Officer

Mr. William Davidson, Chief Financial Officer

Mr. Randy Fisher, Assistant General Manager, Workforce  
Development Branch

Ms. Michele Kane, Assistant General Manager, External  
Affairs

Ms. Jessica Murray, Board Secretary

Mr. Jeff Sly, Chief Counsel

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1 P R O C E E D I N G S

2 CHAIR ALLISON: I call this meeting of the Prison  
3 Industry Board to order. It is 10:03 in the morning.

4 Welcome, Board members and attendees, and thank  
5 you for being here today for the Prison Industry Board  
6 meeting. I ask that you bear with me as this is my first  
7 meeting. And I would also like to note in light of the  
8 State's recommended social distancing measures, this Board  
9 meeting is being conducted via teleconference pursuant to  
10 the provisions outlined in Executive Order N-29-20.

11 If any of the members of the public who are on  
12 the line right now would like to comment, you will have a  
13 chance to comment at -- on each item following the items'  
14 presentation to the Board, also at the end of the meeting.

15 We will give out further instructions on how to  
16 raise your hand and let the organizer know you would like  
17 to speak. Each speaker will be limited to two minutes.

18 I would like the request everybody announce your  
19 full name and affiliation before speaking, so there's no  
20 confusion.

21 I would also like to introduce and welcome our  
22 newest Board Member, Troy Vaughn, who has recently been  
23 appointed by Governor Newsom. Mr. Vaughn has been the  
24 Executive Director and co-founder of Los Angeles Regional  
25 Reentry Partnership since 2011. He has been the Chief

1 Executive Offer and -- Officer and founder of the  
2 Christian Center Ministries since 1999. Mr. Vaughn is a  
3 community-based organization representative for the Los  
4 Angeles Public Safety Realignment Team.

5 Welcome, Mr. Vaughn

6 BOARD MEMBER VAUGHN: Thank you. It's my  
7 pleasure being here.

8 CHAIR ALLISON: Very nice. We will begin by  
9 asking the Board Secretary for the roll call.

10 BOARD SECRETARY MURRAY: Okay.

11 Chair Allison?

12 CHAIR ALLISON: Here.

13 BOARD SECRETARY MURRAY: Vice Chair Singh?

14 VICE-CHAIR SINGH: Here.

15 BOARD SECRETARY MURRAY: I see you. Thank you.  
16 Member Aghakhanian?

17 Member Davison?

18 BOARD MEMBER DAVISON: Here.

19 BOARD SECRETARY MURRAY: Member Jamison?

20 BOARD MEMBER JAMISON: Present.

21 BOARD SECRETARY MURRAY: Thank you.

22 Member Jenkins?

23 BOARD MEMBER JENKINS: Present.

24 BOARD SECRETARY MURRAY: Member Jennings?

25 Mr. Jennings, are you on the line?

1 Oh, there you. I didn't see you.

2 Member Martin?

3 BOARD MEMBER MARTIN: Present.

4 BOARD SECRETARY MURRAY: Member Kelly?

5 Member Vaughn?

6 BOARD MEMBER VAUGHN: Present.

7 BOARD SECRETARY MURRAY: And Member Webb?

8 BOARD MEMBER WEBB: Present.

9 BOARD SECRETARY MURRAY: Perfect. Let the record  
10 show that we have a quorum of nine members.

11 BOARD SECRETARY MURRAY: Thank you.

12 CHAIR ALLISON: Now, I would like to open up the  
13 floor for opening remarks from the Board members. Would  
14 any of the Board members like to share any opening  
15 remarks?

16 BOARD MEMBER JENKINS: This is Mack Jenkins. I'd  
17 like to just share quickly and publicly -- I just sent him  
18 a text, but welcoming my friend Troy Vaughn to CalPIA.  
19 You know, our paths have crossed. We've done some work  
20 together. I'm very happy to see him with us at CalPIA. I  
21 know he has a strong interest in helping to better the  
22 circumstances of justice-involved individuals. And I'm  
23 sure he will make a great contribution to the work we're  
24 doing at CalPIA. So I just wanted to say that publicly.

25 BOARD MEMBER VAUGHN: Thank you, Mack.

1 CHAIR ALLISON: Okay. We will move on to the  
2 General Manager comments. Mr. Walker.

3 EXECUTIVE OFFICER WALKER: Well, good morning,  
4 Ms. Chair and Board members. I want to welcome Chair  
5 Allison to this Board. Kathy has been a heck of a  
6 resource PIA for years, so this is not a new rodeo for  
7 her. She understands PIA. She's been engaged with and  
8 been supporting PIA for probably the last 20 years or so  
9 that I've known her. And so I don't suspect we're going  
10 to lose much, if anything, from Ralph. We're going to  
11 miss Ralph. He was a great Chair of this Board, but I  
12 think Ms. Allison will pick up right where he left off and  
13 continue to push us forward and use her curiosity to  
14 hopefully strengthen the things that we are doing. So,  
15 welcome.

16 CHAIR ALLISON: Thank you.

17 EXECUTIVE OFFICER WALKER: I'd also like to  
18 welcome Member Vaughn. Again, to echo Mack, I think  
19 you're going to do a lot of great work here. The  
20 resources you have down in L.A. County, if we can continue  
21 to leverage those to make the reentry process for the  
22 justice involved in individuals through PIA will be a huge  
23 step forward. So I really appreciate you and your  
24 willingness to help this Board to move forward.

25 With that, I'd like to just start talking about



1 the future of PIA. Now, as all of you know, I'm planning  
2 my retirement, so we're working through that. And I  
3 haven't established a date certain, because I want to make  
4 sure that we have a replacement in place, so you all have  
5 a replacement in place when I do that. So that date has  
6 not been set in stone. I will tell you that the  
7 advertisement, which you all should have got last Friday,  
8 went out last Friday for the recruitment effort on that.  
9 And the hope is that sometime by the end of this year,  
10 actually the mid-year Board meeting, we'll have somebody  
11 on board that you all can approve of and appoint at that  
12 time. And when it gets closer to that, I'll start looking  
13 at what -- what the date is. I want to make sure there's  
14 a smooth hand-off. And so we will work -- work through  
15 that.

16 With that, I will tell you that the future of PIA  
17 is very bright. One of the things that we've learned --  
18 I've learned even more or reinforced, I should say, about  
19 this organization through these COVID times is we have  
20 some of the best people in the State of California working  
21 for PIA. I think Mr. Martin said awhile back, you're only  
22 as good as the people you've got working for you. And I  
23 will tell you that I've got the best. These people knock  
24 it out of the park.

25 And it's interesting. You know, tough times kind

1 of make people show their true character of what they're  
2 made of. And I will tell you everybody on this executive  
3 team has stepped up. And you all should be very proud of  
4 the work that they've done through this, and not just  
5 them, the people that work for them. They've all just  
6 knocked it out of the park on this. And there was a lot  
7 of opportunities to just throw in the towel and say, you  
8 know what, I'm out. And none of them have done that. So  
9 I just want to publicly acknowledge the work that all of  
10 them have done and continue to do to support this  
11 organization and get us where we are today.

12           So with that, I won't belabor my talking points,  
13 but I do want to have Ray Meek come up here for just a  
14 minute. I want to make sure that the Board understands  
15 that during these times we're still organizationally  
16 moving forward with new product and product development.  
17 And so I thought it would be important to give the Board  
18 some perspective, again because these times of COVID, we  
19 kind of lose sight, things become disjointed. So I want  
20 to make sure you guys have a perspective of what we are  
21 doing organizationally to continue to move the  
22 organization forward.

23           BOARD SECRETARY MURRAY: Mr. Walker, real quick,  
24 I just want to let record show that Member Aghakhanian is  
25 on the line also.

1 EXECUTIVE OFFICER WALKER: Member Aghakhanian,  
2 thanks for joining us, buddy.

3 BOARD MEMBER AGHAKHANIAN: Good morning,  
4 everyone.

5 ASSISTANT GENERAL MANAGER MEEK: Good morning,  
6 Board members. My name is Raymond Meek. I'm the  
7 Assistant General Manager for the Marketing and Regulatory  
8 Compliance Division at CalPIA.

9 Scott has asked me to just spend a couple minutes  
10 giving you a quick overview of our product development and  
11 where we're going right now. We currently have nine items  
12 that are going through our product development process.  
13 They are currently in stage three. All nine of them are  
14 stage three of the process, which basically means they've  
15 gone through the initial screen by the Assistant General  
16 Manager of Operations and myself.

17 Once clearing that screen, they were put into a  
18 charter and presented to the entire executive team. All  
19 nine of these products were approved by the executive team  
20 to move forward to a 60 to 90 day assessment process. At  
21 the end of that of 60 to 90 day assessment process, the  
22 products we brought back via the executive summary to the  
23 entire executive team. And, at that point in time, they  
24 will be either moved forward into product development.  
25 They will be put on hold or they will be declined at that

1 point in time.

2           Some of these products are going to be put on  
3 hold when we get them there, just because of the manpower  
4 and the COVID situation that we're in right now. But we  
5 also wanted to make sure that as we come out of this, we  
6 are more than prepared to move forward.

7           So as I said, there's nine of them. There are  
8 four of them within our Food Enterprises, which will  
9 mostly be with CDCR. We are working currently with the --  
10 the Department Food Administrator on a new egg product.  
11 That egg product will be incremental revenue for CalPIA.  
12 Currently, the egg product is being purchased by CDCR, but  
13 it's being purchased under delegation. So different  
14 products at different price points per institution. So  
15 the food administrator is trying to kind of get his arms  
16 around that and make some consistency.

17           We also have created a new chicken sausage  
18 breakfast patty. We had a testing with the food  
19 administrator last week. And that would be a new item to  
20 CDCR. They are really excited about that, based on not  
21 only the nutritionals we're able to meet for them, but  
22 also that that could actually not only be a breakfast  
23 item, but also utilized for other meals, if needed.

24           And then we also are continuing to work forward  
25 on a new juice pouch and a new box lunch.

1           The other items that we're working on is we've  
2 got a couple of new items going through out chemical  
3 enterprise. That would be disinfecting wipes and a  
4 ready-to-use disinfectant. These items have come up via  
5 the COVID that we can hit another portion of the chemicals  
6 that we don't currently have, which is a high-touch  
7 disinfectant with a short dwell time. So we are working  
8 on those.

9           And then we are also working from our  
10 manufacturing perspective on a desktop height-adjust work  
11 surface, which we feel will be beneficial with the  
12 teleworking. And we have some agencies who are interested  
13 in that. We also have some road delineators. We've been  
14 working with Caltrans on road delineators and also working  
15 on embroidering and embellishment.

16           Should all of these products make it through and  
17 meet the initial estimates, we are looking at  
18 approximately five and a half to six million dollars worth  
19 of new revenue via these nine products.

20           EXECUTIVE OFFICER WALKER: Thank you, Ray.

21           ASSISTANT GENERAL MANAGER MEEK: You're welcome.

22           EXECUTIVE OFFICER WALKER: So -- you know, even  
23 during COVID struggles, and it is certainly struggles, you  
24 know, we are still pushing the ball forward. These folks  
25 are still pushing the ball forward. So I just wanted to

1 take a minute to give everybody that perspective, that  
2 we're not just sitting around. And I don't think anybody  
3 had that perspective, but we're continuing to move the  
4 organization forward, even during these challenging times.

5 So with that, that concludes my comments.

6 CHAIR ALLISON: Thank you. I just want to say  
7 that I've had the pleasure -- I grew up in prison,  
8 literally. I was 12 when I started, I swear. But I  
9 started at Avenal State Prison, which was an institution  
10 that was built as a programming institution. PIA was on  
11 the list at every yard, the big furniture factory and  
12 metal fab. So early in my career, I was introduced to  
13 prison industries.

14 Fast forward in my career and work with multiple  
15 institutions, and I was at the California Substance Abuse  
16 Treatment Facility and State Prison at Corcoran, they did  
17 not have the same PIA footprint. And so I worked with  
18 Scott and many others to make that happen and get some PIA  
19 programs at that institution. The rehabilitative efforts  
20 that PIA's programs do are -- are life-changing, in my  
21 opinion. I've been to many of the graduations, many of,  
22 what I call, the boutique programs, you know, the Last  
23 Mile and others. And it's just so heartwarming when you  
24 teach a man a skill that he didn't have before he came to  
25 prison, you've changed his life and the lives of his

1 family. And so it's really my pleasure to be here on your  
2 board. So I want to thank you for this opportunity.

3 And, Mr. Walker, can you take us to Action Item  
4 A.

5 EXECUTIVE OFFICER WALKER: Absolutely. So if you  
6 recall back in June at our annual plan, I talked about  
7 allocating \$2 million to the Central Office Contingency  
8 Fund, which the Board approved. And the conversation, at  
9 that time, was that that was going to be -- at some point,  
10 the plan was to use that to upgrade the manufacturing  
11 accounting planning system. The system is antiquated. I  
12 think the last update that the manufacturer did  
13 programmatically was probably ten years ago.

14 And we've been, for lack of a better term,  
15 kicking the can down the road on this program for quite a  
16 while. The support of it is getting more and more  
17 difficult. And we -- we -- we really need to get to a  
18 place where we've got a system that gives the folks that  
19 are running this organization better information.

20 One of the things that we do right now is we make  
21 the best we can out of that system, because that's what  
22 we've got. We've built a whole bunch of additional ad hoc  
23 stand-alone systems off to the side. And the interesting  
24 part about that is if you don't know that they're there,  
25 you don't know that they're there.

1           And so trying to get information out of the  
2 system is a challenge. We feed a lot of data into it in  
3 the warehouses, particularly in accounting. But the  
4 return on that investment is very poor. And I will tell  
5 you the cost to upgrade the system is as much as replacing  
6 with a new one that has a lot more flexibility.

7           And I can get into all the details of the nuances  
8 of why this system is a challenge. And I could also talk  
9 about the fact that you've got people in this organization  
10 that understand all of the nuances of that system, where  
11 the offline systems are. And I could also tell you that  
12 those people are retiring. And if we don't replace that  
13 system, at some point, it's going to -- it's going to  
14 force us to replace it on its time, not ours, and we're  
15 going to be -- it's going to be difficult for whoever is  
16 sitting in this chair to manage this organization  
17 effectively.

18           Right now, I will you that if I need some  
19 information on this organization, I usually go to ops  
20 folks, I go to the CFO, Bill, and I ask Bill. And through  
21 manual offline systems, I'll get what I'm looking for  
22 maybe a week later. And that's moving Heaven and Earth  
23 for them. And they've done a much better job with this  
24 system. But I will tell you, this system is going to be  
25 replaced. It's really a matter of whether we do it on our



1 timeline or we do it on the system's timeline, when it  
2 finally gives up and we can't get from here to there.

3           And so just to add a little more texture to this,  
4 I'll bring in Suzie Changus in, our CIO. She understands  
5 the technical side of this and where we're at, and can  
6 speak to that a little better than I can, the business  
7 side.

8           CHIEF INFORMATION OFFICER CHANGUS: Thanks,  
9 Scott.

10           Yes. Some of it, as Scott already mentioned, the  
11 investment in the current application, the vendor actually  
12 does not provide current upgrades or updates to the  
13 application, and actually supports sunseting the  
14 application as well -- so they are... it's not an active  
15 piece of what they do.

16           The security is decent inside the application,  
17 but to Scott's point, there are many, many side systems  
18 that we utilize to manage this organization, and those  
19 systems that try to feed data in and out, that leaves a  
20 security risk for us related to the data that they hold.

21           There is a programming language that supports our  
22 current application, which is greatly outdated. It is  
23 very difficult to find programmers that work on it. It's  
24 very specific. On top of it, it's difficult to find  
25 programmers that work on Infor LX as a product itself. So

1 it has been a great challenge trying to find people that  
2 can program the system.

3           Lots of reasons to upgrade a new system. Some of  
4 the very obvious ones are the configurability. We have a  
5 programming gap right now and need to get people to help  
6 support what needs to happen to make the system work. New  
7 systems don't require that level of programming, which is  
8 really helpful for us to maintain and stay on that  
9 application for years to come.

10           This security obviously will be improved by  
11 having everything in one system versus several systems.  
12 Modern user interface. If anyone has used our ERP system,  
13 it has a green screen and it's a little bit cumbersome.  
14 It's not user-friendly. It's not easy to navigate. So  
15 that would help a lot. And then to Scott's earlier point.

16           Our speed to reporting and metrics is very, very  
17 difficult currently. The new systems all provide  
18 reportability and data analytics at the touch of keyboard.  
19 So it's that ability to make decisions based on data  
20 that's in real time that will change the way that we are  
21 able to function moving forward.

22           And then, of course, streamlined business  
23 processes are standard out of the box in most places and  
24 the scalability and integration with other systems are  
25 things that we currently can't get what we need to do,

1 so...

2 EXECUTIVE OFFICER WALKER: Thank you, Suzie.

3 So the other thing that you mentioned there was  
4 what modern user interface. One of the things that we're  
5 here for is to provide these offenders the opportunity to  
6 learn good skills, marketable skills, current skills, that  
7 I will tell you that nobody is using the system that we've  
8 got out there or the ones that are using it are far and  
9 few between. And so this also is just one more tool that  
10 we can put in their toolbox that they actually have access  
11 to and have understanding of a modern system.

12 The other thing -- last thing I'll add to this is  
13 the whole COVID, right. We never plan to be here, but  
14 here we are. And trying to manage some of these processes  
15 off site or get that workforce to engage in this thing has  
16 been a complete struggle, to where we've got to have  
17 people come in the office to do things, because we just  
18 can't do them remotely.

19 And so this may be a little late as we get this  
20 thing up and running, as I suspect it will be a year. But  
21 God forbid that something like this happens again, we'll  
22 be better positioned for that.

23 And so what I'm really asking here is not to  
24 allocate any more money, that we think the \$2 million is  
25 going to cover it. What I'm ask -- what I'm doing is what

1 I said I'd do in June, that when I got to the point where  
2 I think we're ready to start going down that path is I  
3 would come back and affirmative -- affirmatively, through  
4 this Board, tie that \$2 million contingency fund to the  
5 upgrade of our ERPLx system. And so what I'm asking for  
6 is for you all to vote to do that. Somebody asked me the  
7 other day whether you need -- you can do whatever you want  
8 right now. You don't need the Board's authority to do  
9 that, and that's a -- that's a fact.

10 But like I said in June, I wasn't going to do  
11 that. This is a large expenditure for this organization,  
12 and so I think the Board needs to weigh in directly on  
13 that. I will also tell you there's some concern about the  
14 cash position in PIA. This is going to impact that cash  
15 position. Right now, we're about \$32 million. I think  
16 that -- I get that. I understand that. It's going to  
17 impact. It's going to have about a \$400,000 a year  
18 depreciation going forward. I understand that.

19 Even with all that said, I think it is a smart  
20 maneuver. We looked at the cash position. And even given  
21 the COVID challenges and the up and down, which Bill will  
22 talk about when he gets up here with the finances, we  
23 still should maintain about \$32 million cash position  
24 throughout the year and close to year out on that. It's a  
25 little lower than I certainly would like, but I think that

1 this is a wise investment.

2 So with that, I would ask for the Board to  
3 approve that language that this affirmatively ties that \$2  
4 million contingency to the ERPLx upgrade.

5 CHAIR ALLISON: Thank you, Scott.

6 If any --

7 BOARD MEMBER DAVISON: Scott?

8 CHAIR ALLISON: Oh, sorry. Go ahead.

9 BOARD MEMBER DAVISON: Excuse me, Kathy. Scott,  
10 this is Dawn. I don't have a problem with the item. I'm  
11 ready to vote when you call the vote. I just wanted to  
12 say that I was not able to hear Suzie at all. I am on the  
13 road and I don't know if it's just me, but I was not  
14 able --

15 EXECUTIVE OFFICER WALKER: So, Dawn, we're having  
16 a little trouble hearing you as well, and so I don't know  
17 if -- can you hear me any better.

18 BOARD MEMBER DAVISON: Oh, no. I can hear you  
19 fine and I can hear Kathy fine. It was just Suzie, so --  
20 and maybe it's just me.

21 EXECUTIVE OFFICER WALKER: So what Suzie -- just  
22 to recap. What Suzie was talking about was just the  
23 ability to get people to upgrade, or update, or keep up to  
24 date that program. I'll tell you that one of the things  
25 we did. We had a guy retire and move to, I don't know,

1 Kansas or somewhere, and we literally had to have him as  
2 an RA to do programming from his new home state, because  
3 we couldn't find people to do that. So she was talking  
4 about the security of having everything in one versus  
5 multiple platforms, the difficulty getting people to  
6 program and understand that language, and the fact that it  
7 hasn't been supported and won't be supported going  
8 forward, as far as the data system structure language  
9 itself.

10 BOARD MEMBER DAVISON: Okay. Thank you.

11 CHAIR ALLISON: Thank you.

12 If any member of the public would like to make a  
13 comment on this item, please dial star 6. Our meeting  
14 organizer will place you in order and we'll call out your  
15 last four digits of your phone number, when it is your  
16 time to speak. Please state your name and affiliation, so  
17 that we can make a note for the record.

18 BOARD MEMBER MARTIN: This is Board Member Felipe  
19 Martin. I had a comment regarding the part of building on  
20 this topic, if you may.

21 CHAIR ALLISON: Please, go ahead.

22 BOARD MEMBER MARTIN: Thank you. As Scott and I  
23 previously spoke, I was one of the ones that raised my  
24 concern about spending the \$2 million in -- in this time  
25 period. Right now, the unknown is what's going to happen

1 next year, what's really going to happen with government,  
2 you know, what's the spending going to look like. I  
3 understand we can all project the anticipated spending  
4 based on what's going on right now. But I would be remiss  
5 if I didn't raise my hand and say, you know, we need to --  
6 cash is king in any business, regardless of whether it's  
7 ours, government, any business. So being that we're  
8 self-funded, I understand the need for the new system, the  
9 new ERP system. And it's absolutely a necessity. I don't  
10 disagree with that.

11 But spending the cash at this point in time with  
12 the uncertainty of the economy, and what's going to  
13 happen, where the cuts are going to come from, and what  
14 the government is going to look like next year, I really  
15 have a concern with spending that money at this present  
16 time without really seeing what's -- what's coming in the  
17 near future.

18 So while I'm ready to vote, I would have to say  
19 that I would have to vote against it. But I will  
20 nonetheless, you know, just wanted to express my opinion.

21 Thank you.

22 CHAIR ALLISON: Thank you. Are there any public  
23 comments?

24 BOARD SECRETARY MURRAY: Nobody in the queue.

25 CHAIR ALLISON: Is there any other member of the

1 Board what would like to speak?

2 Okay. Is there a motion to approve the action  
3 Item A.

4 BOARD MEMBER AGHAKHANIAN: So moved.

5 BOARD MEMBER VAUGHN: I second the motion.

6 CHAIR ALLISON: I need a first.

7 BOARD MEMBER VAUGHN: I thought somebody moved.

8 BOARD MEMBER AGHAKHANIAN: I did.

9 BOARD MEMBER VAUGHN: Oh. Okay. I thought we  
10 had a motion and --

11 BOARD MEMBER AGHAKHANIAN: I made the motion. I  
12 move.

13 CHAIR ALLISON: Is there a motion to approve?

14 BOARD MEMBER AGHAKHANIAN: Yes. I made the  
15 motion. Can you guys hear me?

16 BOARD SECRETARY MURRAY: Member Aghakhanian made  
17 it.

18 BOARD MEMBER VAUGHN: Oh, somebody -- I'm sorry.  
19 I heard the motion. Who was that?

20 BOARD SECRETARY MURRAY: Member Aghakhanian, are  
21 you -- are you muted on your side?

22 BOARD MEMBER AGHAKHANIAN: No.

23 BOARD MEMBER JENKINS: I can hear him. He made a  
24 motion.

25 BOARD MEMBER VAUGHN: And I second. I can hear



1 him too.

2 BOARD SECRETARY MURRAY: Oh, we can't hear him.

3 CHAIR ALLISON: Oh. Okay. So we have a motion  
4 and we have a second, correct?

5 BOARD MEMBER VAUGHN: Yes.

6 BOARD MEMBER JENKINS: Correct.

7 CHAIR ALLISON: Board Secretary, please call the  
8 roll.

9 BOARD SECRETARY MURRAY: All right. Member  
10 Aghakhanian?

11 BOARD MEMBER AGHAKHANIAN: Aye.

12 BOARD SECRETARY MURRAY: He did say aye.  
13 Member Davison?

14 BOARD MEMBER DAVISON: Yes.

15 BOARD SECRETARY MURRAY: Member Jamison?

16 BOARD MEMBER JAMISON: Yes.

17 BOARD SECRETARY MURRAY: Member Jenkins?

18 BOARD MEMBER JENKINS: Aye.

19 BOARD SECRETARY MURRAY: Member Jennings?

20 Oh, You're on mute, Mr. Jennings.

21 Can you unmute yourself?

22 I'll come back to you.

23 Member Martin?

24 BOARD MEMBER MARTIN: No.

25 BOARD SECRETARY MURRAY: Member Vaughn?

1 BOARD MEMBER VAUGHN: Aye.

2 BOARD SECRETARY MURRAY: Member Webb?

3 BOARD MEMBER WEBB: Aye.

4 BOARD SECRETARY MURRAY: And Vice-Chair Singh?

5 Mr. Singh, can you unmute yourself?

6 Mr. Singh?

7 Okay. He gave me a thumbs up.

8 BOARD SECRETARY MURRAY: And Chair Allison?

9 CHAIR ALLISON: Aye.

10 BOARD SECRETARY MURRAY: And, Mr. Jennings, can  
11 you unmute yourself?

12 Is that an aye or a nay?

13 Aye? Can you give me thumbs up or thumbs down?

14 BOARD SECRETARY MURRAY: Okay. Perfect. That  
15 was an aye.

16 CHAIR ALLISON: The motion carries.

17 BOARD SECRETARY MURRAY: Motion passes 9 to 1.

18 CHAIR ALLISON: Thank you. Mr. Walker, Action  
19 Item B.

20 EXECUTIVE OFFICER WALKER: So for action Item B,  
21 I'd like to call up Randy Fisher, the Assistant General  
22 Manager of Workforce Development to talk about the  
23 sunseting of the Compliance Program.

24 ASSISTANT GENERAL MANAGER FISHER: Good morning,  
25 everyone. Madam Chair, it's good to see you again. My

1 name is Randy Fisher and I'm the Assistant General Manager  
2 for Workforce Development for CalPIA.

3 Today, I would like to refer you to Board Item B  
4 in your binder. It is with respect to the Accessibility  
5 Compliance Testing Services Program that we refer to as  
6 the ACTS Program. We're requesting the Board take action  
7 to deactivate this particular program.

8 And some historical perspective. On October  
9 25th, 2018, the Board authorized the expansion of CalPIA's  
10 Digital Services Enterprise to include the ACTS Program  
11 that was going to be established at San Quentin State  
12 Prison. The program was designed to assist departments  
13 with mitigating services in accordance with a provision of  
14 AB 434 called the State website accessibility. That  
15 particular law was supposed to establish and require  
16 departments to do website evaluation, to change the format  
17 to provide access for persons with visual, hearing,  
18 genetic and mental disabilities.

19 The ACTS Program itself was going to focus on a  
20 few items. We are going to provide the departments the  
21 ability to provide testing of their websites and all the  
22 PDFs and all their documents, evaluate the overall content  
23 of those and report findings as they came in compliance  
24 with AB 434, as well as provide remediation assistance in  
25 fixing those problem on their behalf.

1           The program was funded for one full-time civil  
2 service staff. The position is currently still filled.  
3 Nine offender positions. And, at this time, we have five  
4 offenders that are currently in that program. The ACTS  
5 Program itself yearly cost was \$156,230. Unfortunately,  
6 the program has been unable to maintain sufficient  
7 revenues to support the program itself.

8           For the first half year operation of fiscal year  
9 18-19, the revenues only generated \$12,354 of revenue.  
10 For the first full fiscal year, and remember the yearly  
11 the cost was \$156,000 to operate, it only generated  
12 \$10,890 worth of revenue, which is only about 6.9 percent  
13 of the revenue the we need. And due to COVID and other  
14 factors specifically, for this year as well, we've only  
15 reached about \$500 worth of revenue through the program.

16           We have done some analytics with respect to this  
17 program. What we found out is that many departments now  
18 already have the ability themselves to perform these  
19 evaluations and make the changes in-house.

20           There are now free line automated assessment  
21 tools that are available. DGS offers a PDF remediation  
22 services in itself that departments can go to. And  
23 actually, the California Department of Technology has used  
24 its own free accessibility software called ACRbot that  
25 departments can now use on their own. Simply put, there

1 is not sufficient revenue potential to continue on with  
2 this program.

3 We are recommending that the Board approve the  
4 sunset of this program. If approved, the program we will  
5 be able to activate by approximately November 1st of 2020.  
6 As a point of clarification, the five offenders and the  
7 one civil service staff we will transition to the coding  
8 7370 program at San Quentin State Prison.

9 So in short shall, we're moving this forward to  
10 the Board. If you have any questions, I'd be happy to  
11 answer them.

12 BOARD MEMBER VAUGHN: Yeah, Randy. Hi, this is  
13 Troy. Good seeing you again. And thank you both for you  
14 and the staff for coming to visit with me last week or the  
15 week -- two weeks now? But I really enjoyed our time  
16 together.

17 Just a quick question. In terms of notification  
18 of the sunset of program, once we move on it, how are we  
19 communicating that to, you know, our partners or to the  
20 public? How is that outward-facing communication going to  
21 happen as relates to forwarding these other resources that  
22 you just cited to those people who are being used to us  
23 providing it.

24 ASSISTANT GENERAL MANAGER FISHER: Sure. So  
25 we -- the normal process, we go through our marketing

1 department, notifies departments who have actually started  
2 this program, and then the departments send the requests  
3 to us. What we'll do is if it's deactivated, if other  
4 departments come through and ask us for those specific  
5 services, we'll let them know that we no longer provide  
6 those and pass that out. I'm assuming we could also issue  
7 a notification to the departments as well just to make it  
8 easier for them.

9           With respect to the staff and the offenders  
10 involved, the offenders have been closed out quite frankly  
11 for a while because of COVID already. There's no  
12 operation going on. Our staff member -- civil service  
13 staff member is actually a -- one of our award winners for  
14 his performance last year. He's been notified of the  
15 possibility and he knows where he's moving, so the  
16 transition is rather smoothly with the offenders as well  
17 as with the employee.

18           BOARD MEMBER VAUGHN: Thank you.

19           EXECUTIVE OFFICER WALKER: So, Troy, we're going  
20 to notify the State CIO as well. They're kind of a  
21 clearinghouse for all of these kind of efforts. So we get  
22 something over to them just to make sure they're aware  
23 that this didn't work out. We work with them hand-in-hand  
24 to try to figure out a way to make this work ad nauseam.  
25 Suzie and Randy met with them multiple times trying to

1 figure out some avenue to make this work. We just can't  
2 get there. So we'll notify them, because that's where  
3 the -- most State agencies go to kind of start that  
4 process.

5 BOARD MEMBER VAUGHN: Thank you.

6 CHAIR ALLISON: Thank you. If any member of the  
7 public would like to make a comment regarding the item,  
8 please dial star six. Our meeting organizer will place  
9 you in order and we call you out by the last four digits  
10 of your phone number, when it is time for you to speak.  
11 Please state your name and affiliation, so we can make a  
12 note for the record.

13 BOARD SECRETARY MURRAY: Nobody in queue.

14 CHAIR ALLISON: Nobody in the queue.

15 Is there a motion to approve Action Item B?

16 BOARD MEMBER VAUGHN: So moved.

17 BOARD MEMBER AGHAKHANIAN: Second.

18 BOARD MEMBER JENNINGS: Second.

19 CHAIR ALLISON: Do I have a second?

20 BOARD SECRETARY MURRAY: Do we have a second?

21 BOARD MEMBER JENKINS: Yes, there were several  
22 seconds.

23 BOARD SECRETARY MURRAY: I'm sorry, we can't hear  
24 on this side.

25 BOARD MEMBER JENKINS: Okay. Well, if you --

1 BOARD SECRETARY MURRAY: Member Aghakhanian?

2 BOARD MEMBER AGHAKHANIAN: I seconded it.

3 CHAIR ALLISON: Okay.

4 BOARD SECRETARY MURRAY: Mr. Aghakhanian, we got  
5 you.

6 CHAIR ALLISON: Board Secretary, please call the  
7 roll.

8 BOARD SECRETARY MURRAY: All right.

9 Member Aghakhanian?

10 BOARD MEMBER AGHAKHANIAN: Aye.

11 BOARD SECRETARY MURRAY: Okay. I have an aye for  
12 him.

13 Member Davison?

14 BOARD MEMBER DAVISON: Aye.

15 BOARD SECRETARY MURRAY: Member Jamison?

16 BOARD MEMBER JAMISON: Yes.

17 BOARD SECRETARY MURRAY: Member Jenkins?

18 BOARD MEMBER JENKINS: Aye.

19 BOARD SECRETARY MURRAY: Member Jennings?

20 Mr. Jennings, I'm sorry, I can't hear you on this  
21 side. Can you give me a thumbs up or a thumbs down.

22 BOARD MEMBER JENNINGS: (Thumbs up,)

23 BOARD SECRETARY MURRAY: Perfect. Thumbs up.

24 Member Martin?

25 BOARD MEMBER MARTIN: Aye.



1 BOARD SECRETARY MURRAY: Member Vaughn?

2 BOARD MEMBER VAUGHN: Aye.

3 BOARD SECRETARY MURRAY: Member Webb?

4 BOARD MEMBER WEBB: Aye.

5 BOARD SECRETARY MURRAY: And Vice-Chair Singh?

6 I'm sorry, I can't hear you. Can you give me a  
7 thumbs up or thumbs down?

8 Mr. Singh, can you give me a thumbs up or thumbs  
9 a down.

10 VICE-CHAIR SINGH: (Thumbs up.)

11 BOARD SECRETARY MURRAY: Okay. Perfect. Thumbs  
12 up.

13 And Chair Allison?

14 CHAIR ALLISON: Aye.

15 BOARD SECRETARY MURRAY: Thank you. Motion  
16 passes 10 to 10.

17 CHAIR ALLISON: The motion carries.

18 Mr. Walker, can you take us to Action Item C.

19 EXECUTIVE OFFICER WALKER: Absolutely. So Action  
20 Item C, I'd like to invite up our Chief Counsel, Jeff Sly,  
21 to kind of talk about the new regulation. This is really  
22 just an interesting reg that we're kind of following along  
23 hand-in-hand with CDCR to recognize achievements of folks  
24 that have participated, worked at, struggled with getting  
25 a GED and providing them some sort of -- not some sort of,

1 a certification that shows that they engaged in that  
2 process and made it as far as they could.

3 CHIEF COUNSEL SLY: Good morning. Jeff Sly,  
4 Chief Counsel. Mr. Walker pretty well summed up what this  
5 action item is about. The Certificate of Attendance and  
6 Participation, otherwise known as a CAP, is the program  
7 that we're talking about.

8 This got started because the Prison Law Office in  
9 the Clark class action lawsuit that represents the inmates  
10 that participate in the Developmental Disability Program  
11 raised concerns that these gentlemen or ladies, in spite  
12 of whatever best efforts they have, are not able to obtain  
13 a high school diploma or a GED. And as such, they thought  
14 that it was interfering with their ability to continue  
15 for -- participating in PIA programs, because of the  
16 requirement that we have that inmates must work towards a  
17 diploma, either high school or GED, while participating in  
18 our programs. And there's a period of time that they're  
19 given in order to accomplish that.

20 So CDCR created this CAP program as a way to  
21 bridge that gap, to give the inmates in the DDP program an  
22 opportunity to earn a certificate that reflects their  
23 participation and they've asked us to accept that and  
24 recognize that CAP certification, the same as we do high  
25 school diplomas and GEDs for the purpose of participating

1 in our programs. And this amendment accomplishes that.  
2 So we're asking you to approve that.

3 CHAIR ALLISON: May I ask a question? Is there  
4 milestones associated with the CAP certificate?

5 CHIEF COUNSEL SLY: Not that I'm aware of. It's  
6 just -- it's just purely recognizes the attendance that  
7 they participate for four years.

8 CHAIR ALLISON: Thank you.

9 BOARD MEMBER JENKINS: And I also have a  
10 question. This is Member Jenkins. And Scott and I talked  
11 about this, but I don't remember, because I know, Scott, I  
12 think you answered this question. But what -- what  
13 percentage of the inmates would this impact roughly? Do  
14 we know how many or a percentage standpoint?

15 EXECUTIVE OFFICER WALKER: Yeah, so I misspoke  
16 when we talked. It's about one and a half percent of the  
17 population at CDCR, I believe - Ms. Allison, you might be  
18 able to speak to this - that are DDP certified and have  
19 only been categorized as identified. So it's about one  
20 and a half percent of the Department.

21 BOARD MEMBER JENKINS: So that's one and a half  
22 percent of the total institutional population or people  
23 that are in our programs?

24 EXECUTIVE OFFICER WALKER: Institutional  
25 population. There's about -- I'm not sure of the exact

1 number in our program, Mack, but the institution it's  
2 about one and a half percent of the population.

3 BOARD MEMBER JENKINS: Okay. Thank you.

4 CHAIR ALLISON: Any other comments?

5 Thank you. If any member of the public would  
6 like to make a comment regarding this item, please press  
7 star six. Our meeting organizer will place you in order  
8 and will call out the last four digits of your phone  
9 number when it's your time to speak. Please state your  
10 name and affiliation, so we can make a note for the  
11 record.

12 BOARD SECRETARY MURRAY: And we do not have  
13 anybody in the queue.

14 CHAIR ALLISON: Is there a motion to approve  
15 Action Item C?

16 BOARD MEMBER AGHAKHANIAN: (Raised hand.)

17 BOARD SECRETARY MURRAY: I have Dr. Aghakhanian.

18 CHAIR ALLISON: Do I have a second?

19 BOARD MEMBER JENKINS: I'll second it.

20 BOARD SECRETARY MURRAY: And I'm sorry, who was  
21 that?

22 BOARD MEMBER JENKINS: Mack Jenkins, I think.

23 BOARD SECRETARY MURRAY: I'm sorry. Thank you.

24 (Laughter.)

25 CHAIR ALLISON: Board Secretary, please call the

1 roll.

2 BOARD SECRETARY MURRAY: Okay. Member  
3 Aghakhanian?

4 BOARD MEMBER AGHAKHANIAN: (Thumps up.)

5 BOARD SECRETARY MURRAY: Okay. I got an aye.  
6 Member Davison?

7 BOARD MEMBER DAVISON: Aye.

8 BOARD SECRETARY MURRAY: Member Jamison?

9 BOARD MEMBER JAMISON: Yes.

10 BOARD SECRETARY MURRAY: Member Jenkins?

11 BOARD MEMBER JENKINS: Aye.

12 BOARD SECRETARY MURRAY: Member Jennings?

13 BOARD MEMBER JENNINGS: (Thumbs up.)

14 BOARD SECRETARY MURRAY: I a got a thumbs up from  
15 him. Thank you.

16 Member Martin?

17 BOARD MEMBER MARTIN: Yes.

18 BOARD SECRETARY MURRAY: Member Vaughn?

19 BOARD MEMBER VAUGHN: Aye.

20 BOARD SECRETARY MURRAY: Member Webb?

21 BOARD MEMBER WEBB: Aye.

22 BOARD SECRETARY MURRAY: Vice-Chair Singh?

23 VICE-CHAIR SING: (Thumbs up.)

24 BOARD SECRETARY MURRAY: I got a thumbs up from  
25 him also.

1           And Chair Allison?

2           CHAIR ALLISON:   Aye.

3           BOARD SECRETARY MURRAY:   Thank you.

4           Motion passes 10 to 10.

5           CHAIR ALLISON:   Okay.   Motion carries.

6           Mr. Walker, Action Item D.

7           EXECUTIVE OFFICER WALKER:   So Mr. Sly is going to  
8 present this as well.   And really what this is is  
9 recognizing the -- the evolution, for lack of a better  
10 term, of CalPIA.   And we've got beyond what we call  
11 traditional work programs.   We've added a lot of CTE  
12 programs, which you're all aware of.

13           And so really what this does is just keeps the  
14 regulations up to speed with the times.   Nothing is  
15 changing.   The -- we're already establishing pay rates for  
16 CTE programs where it makes it sense.   It's still at the  
17 discretion of the General Manager.   This just really  
18 provides some clarifi -- clarification in the regulation  
19 to comport with where we are today in our programming,  
20 both work and CTE programs, so Jeff.

21           CHIEF COUNSEL SLY:   So simply put, all we're  
22 doing is basically removing the word "work" from the first  
23 subsection (a) of 8006 and then changing the focus of the  
24 other changes we have to the other two regulations to  
25 emphasize participation as opposed to work.   So it's

1 participating in all PIA programs. And so that change  
2 just -- as Scott just pointed out, that's what it's going  
3 to accomplish. So again, we're asking you to approve that  
4 change as well.

5 CHAIR ALLISON: Any comments from the Board?

6 Thank you.

7 If any member of the public would like to make a  
8 comment regarding this item, please dial star six. Our  
9 meeting organizer will place you in order, and we'll call  
10 out the last four digits of your phone number, when  
11 you're -- when it's time for you to speak. Please state  
12 your name and affiliation, so we can make a note on our  
13 records.

14 There is no public comment at this time.

15 Is there a motion to approve Action Item D?

16 BOARD MEMBER AGHAKHANIAN: (Hand raised.)

17 BOARD SECRETARY MURRAY: Okay. I have Dr.  
18 Aghakhanian.

19 BOARD MEMBER VAUGHN: I second.

20 BOARD SECRETARY MURRAY: Thank you, Mr. Jenkins.

21 BOARD MEMBER JENKINS: It was actually Troy.

22 BOARD SECRETARY MURRAY: Oh, I'm sorry.

23 BOARD MEMBER JENKINS: Yeah.

24 BOARD SECRETARY MURRAY: I screwed up on my side.  
25 I'm sorry.

1 (Laughter.)

2 BOARD SECRETARY MURRAY: Okay. I'll call the  
3 roll now.

4 Member Aghakhanian?

5 BOARD MEMBER AGHAKHANIAN: (Hand raised,)

6 BOARD SECRETARY MURRAY: Okay. I have a aye from  
7 him.

8 Mr. Davison

9 BOARD MEMBER DAVISON: Aye.

10 BOARD SECRETARY MURRAY: Member Jamison?

11 BOARD MEMBER JAMISON: Yes.

12 BOARD SECRETARY MURRAY: Member Jenkins?

13 BOARD MEMBER JENKINS: Aye.

14 BOARD SECRETARY MURRAY: Member Jennings?

15 BOARD MEMBER JENNINGS: (Thumbs up.)

16 BOARD SECRETARY MURRAY: Got a thumbs up.

17 Member Martin?

18 BOARD MEMBER MARTIN: Yes.

19 BOARD SECRETARY MURRAY: Member Vaughn?

20 BOARD MEMBER VAUGHN: Aye.

21 BOARD SECRETARY MURRAY: Member Webb?

22 BOARD MEMBER WEBB: Aye.

23 BOARD SECRETARY MURRAY: Vice-Chair Singh?

24 Mr. Singh, can you give me a thumbs up or thumbs  
25 down?



1 VICE-CHAIR SINGH: (Thumps up.)

2 BOARD SECRETARY MURRAY: Thumbs up. Okay.

3 And Chair Allison?

4 CHAIR ALLISON: Aye.

5 BOARD SECRETARY MURRAY: Thank you.

6 Motion passes 10 to 10.

7 CHAIR ALLISON: Motion carries.

8 EXECUTIVE OFFICER WALKER: Yeah. Yeah. Just  
9 give Mack an update.

10 CHIEF COUNSEL SLY: So before I go, I was asked  
11 to kind of give an update with regards to the recording,  
12 the monitoring, the logging of our 602 Prop -- new program  
13 we established for tracking grievances and appeals. And  
14 essentially what we did was we created a database. It's  
15 an Excel database in a shared drive that we have that  
16 allows all the grievances and all the appeals coordinators  
17 to record the grievances with the appeals that are  
18 received by whatever institution gets them.

19 So the database captures the dates of the  
20 grievances come in over the appeals. It also calculates  
21 time frames and deadlines for responses, as well as when  
22 the responses are sent out. It also includes information  
23 that identifies the name of the inmate, the location where  
24 the inmate submitted the grievance or the appeal, and a  
25 brief description of the nature of the grievance or the

1 appeal.

2           The grievance coordinators and appeals  
3 coordinators, as well as other designated staff members,  
4 including members of the legal unit have access to this  
5 database in order to be able to monitor the status and the  
6 progress of the process.

7           The shared drive contains individual folders for  
8 each institution. Each institution is responsible for  
9 maintaining its log and tracking of the grievances, as  
10 well as maintaining copies of all the grievances filed and  
11 all the responsive documents related to each grievance.

12           The Legal Office here at central office maintains  
13 the log and the tracking of all appeals and staff  
14 complaints, and all the responsive documents and the  
15 responses, and documents related to each.

16           This database has statistical capabilities, so  
17 reports can be generated. So information like the  
18 location of grievances filed can be tracked, dead -- make  
19 sure deadlines are being met and any other information  
20 that Mr. Walker may want to get.

21           That's all I have basically.

22           EXECUTIVE OFFICER WALKER: And so if you recall,  
23 I think, Mack, you brought up the point when we were  
24 talking last Board meeting about the new 602 inmate appeal  
25 process that CDCR and PIA adopted. You guys adopted

1 regulations for PIA. Cited that our appeal process, there  
2 was a notion that we didn't have a good system to direct  
3 or maybe even any system to necessarily track it at a  
4 level to understand where the hot spots were. And so  
5 this -- in response to that, the legal unit has created  
6 that tracking process, so that we can identify where we've  
7 got hot spots, where we've got areas or opportunities to  
8 improve.

9           And so I just wanted to give you all some  
10 background and some update on the progress there. So  
11 we've got that in place. We've got the new appeal process  
12 in place and we will be using that as we move forward.

13           BOARD MEMBER JENKINS: Well, thank you very much.

14           I think that's really important obviously. And  
15 it sounds like, from what Jeff was saying, that there is  
16 an ability to withdraw or track and examine quite a bit of  
17 data, from what that sounded like. And without sounding  
18 ominous, I just -- I want to clarify does the data also  
19 allow for certainly you, Scott, and the Board, if we need  
20 it to be, to see if there is one staff member who's coming  
21 up repeatedly as a subject of a grievance? Did I also  
22 hear that in terms of the ability to track data?

23           EXECUTIVE OFFICER WALKER: Absolutely.  
24 Absolutely. And so, you know, whether it be a person,  
25 whether it be an institution, whether it be a specific

1 issue that we're just organizationally not addressing the  
2 right way or the best way, all of those touch points will  
3 be available in that program, so that we can hopefully  
4 look at that, get information, and go out and try to help  
5 people calibrate to the way that we should be running  
6 things and not necessarily the way that we are.

7 BOARD MEMBER JENKINS: I think that's excellent.  
8 Thank you for the follow-up.

9 CHAIR ALLISON: Mr. Walker, you may proceed to  
10 Information Item E.

11 EXECUTIVE OFFICER WALKER: Absolutely. So  
12 Information Item E, Mr. Davidson. Bill Davidson is going  
13 to come up here -- our Chief Financial Officer, as you all  
14 know, and really just -- what I want him to do is just  
15 give everybody an update on the financial fiscal health  
16 shape of CalPIA and where we are first to COVID. They've  
17 done a lot of -- a lot of work putting together a model,  
18 again it's offline outside of our current ERPLx system, as  
19 far as the financial stuff.

20 But what we're looking for -- what we were  
21 looking for in the direction was to put something together  
22 where we could model the opening and closing of  
23 enterprises, so that we can make adjustments throughout  
24 the year, so that we're not scrambling at the end of the  
25 year, when we have a better opportunity to restrict

1 spending and change the trajectory, particularly of some  
2 enterprises.

3           And so it's a very nimble tool. I will tell you  
4 that it really can get literally a day up and a day down,  
5 which is becoming our new norm, to some degree. An  
6 example would be in VSP, which we have our optical  
7 program. Last week, I think we were shut down for two  
8 days because there was an outbreak there. And the tool  
9 allows us to put that in and then have some conversations  
10 that make some assumptions about whether we're going to be  
11 able to recover that revenue, or that revenue loss. And  
12 if it's lost, how do we then manage throughout the rest of  
13 the year to try to bring that enterprise in on track.

14           And so they've done a lot of work on that. But I  
15 wanted to touch base with the Board just to give everybody  
16 a perspective of where we stand as clear as we can today.  
17 We're certainly going to be doing a mid-year this year,  
18 which is going to have a lot of adjustment to that in  
19 December sometime. And we'll have -- you know, we'll have  
20 a picture -- a better picture of where we're going to be  
21 then.

22           But I wanted him to talk today about where we  
23 are, so everybody understands where PIA is, not just this  
24 current year. We can also talk a little bit about where  
25 we ended up at and where we're going to end up after all

1 the numbers are said and done for last year.

2 SO, bill.

3 CHIEF FINANCIAL OFFICER DAVIDSON: So good  
4 morning, everybody. It's really nice to be here today and  
5 welcome Chair Allison and Member Vaughn. I'm grateful for  
6 your partnership with us, and your support, and look  
7 forward to continuing to work as we go forward. And  
8 obviously, wish we could all be here together in person  
9 today, but it's nice to have this -- this Zoom platform.

10 And as Mr. Walker mentioned, I was asked to  
11 provide a fiscal overview, an update for the fiscal year  
12 that just recently ended and then also an update on the  
13 current fiscal year.

14 So I'll start with the prior fiscal year, 19-20.  
15 And as you'll recall, at the meeting revise, which was  
16 presented back in December of last year, we projected to  
17 end the fiscal year with a net profit of a little over \$3  
18 million. Obviously, that plan was developed, submitted  
19 and approved prior to the outbreak of the COVID-19  
20 pandemic, which certainly had an impact on our operations  
21 and our profitability, as we did have to close down  
22 factories for, in some cases, you know, a short period of  
23 time and in other cases for long durations of time. So  
24 again, this had a definite impact on our -- our  
25 operations.

1           But the initial onset of the pandemic back in  
2 March of this year, we put into place a number of fiscal  
3 control measures to help reduce expenditures, to control  
4 costs, and to monitor the availability of our cash on hand  
5 just to ensure that we had sufficient cash on hand.

6           And some of these measures included putting in  
7 place some budgetary reductions that we actually did prior  
8 to the outbreak of COVID-19 in early March of this year.  
9 We put in budgetary reductions in all field locations and  
10 central office divisions.

11           We also began daily monitoring of expenditures to  
12 really enforce and promote budgeted adherence to ensure  
13 that all areas were adhering to their established budgets  
14 and not overspending.

15           We also put in place a delay of some  
16 expenditures. And again, this was more from a cash  
17 preservation perspective, extended for payments that  
18 didn't need to be made right at the moment in order to  
19 avoid penalties or take advantage of early payment. We  
20 delayed those again just to preserve as much cash on hand,  
21 because we didn't know what the impact was going to be.  
22 We also delayed any unnecessary capital purchases and put  
23 in place a hiring freeze for vacant positions.

24           And so these are some of the early control  
25 measures that we put in place that absolutely helped

1 mitigate the impact of COVID-19 on our operations.

2           As you recall, I believe it was the March Board  
3 meeting, Mr. Walker shared, at that point in time, we  
4 estimated that the impact of COVID-19 could be an impact  
5 of up to a \$6 million loss on the PIA for the year. We  
6 didn't have a loss that large. Fortunately, these  
7 measures made a big impact. But we did end fiscal year  
8 '19, it looks like we'll be just under \$600,000 at a loss.  
9 And again, that's primarily due to those factories being  
10 closed and us not being able to generate the revenue that  
11 we otherwise would if they were open.

12           At that same time, while, yes, a number of those  
13 variable costs did go away, as we didn't produce those  
14 items, but the fixed costs, such as, you know, paying our  
15 employees, paying rent, utilities, pro rata, those types  
16 of things, did continue. And so that's one of the factors  
17 that contributed to that loss.

18           In addition, toward the end of the year, we took  
19 advantage of some opportunities to make some large bulk  
20 purchases on things like gloves, surgical masks and other  
21 items that became very scarce and hard to procure. And so  
22 when opportunities came to make sure that we could  
23 purchase and have those items on hand, we took advantage  
24 of those opportunities, but those again were items that we  
25 spent, that we were not budgeted and we hadn't previously



1 planned for. So those are some of the factors that led to  
2 kind of how we're ending the 19-20 fiscal year.

3 On the cash balance side, you know, we were able  
4 to maintain a fairly prudent cash balance, of June 30th,  
5 at the end of last fiscal year, got a \$46 million cash on  
6 hand, which is a little over two months of operating  
7 revenue for us. So that's the 19-20 update.

8 Jumping over to the current fiscal year,  
9 obviously we recognize that COVID-19 didn't go away at  
10 June 30th, as much as I think we all had hoped, at least  
11 we'd be at a different point right now, but it's -- you  
12 know, those issues are ongoing. So it's crucial that we  
13 continue to monitor, and assess and evaluate, and respond  
14 and react to those issues. We continue to have factories  
15 that open, and then close, and open again. And so we have  
16 to monitor and take into account what that impact is.

17 So we put into place the following measures to,  
18 one, track our current financial activity, two, project  
19 what's going to happen in the coming months, and then make  
20 real-time decisions to address any issues as they arise.  
21 So it's -- I monitor the current activity. We have in  
22 place, and this is something we didn't have at this time  
23 last year, but we do have the capability today to monitor  
24 our activity in real time, so we can tell you -- and we're  
25 better on the revenue side than on the expenditure side.

1 We can tell you, at any point in time, what our actual  
2 revenue is year-to-date.

3           The same thing on the expenditure. Although, I  
4 will say that some expenditures, there's a little more  
5 delay in those being entered into the system and  
6 recognized. So we -- we have to, you know, make some  
7 adjustments on the revenue -- or the expenditure side.  
8 But we're in a much better place today than we were a year  
9 ago to be able to track in real time what our revenue and  
10 expenditures are.

11           And so we've put together teams from the fiscal  
12 side, from the operations side, and from the sales and  
13 marketing side for each enterprise to look on the -- and  
14 actually they are meeting and discussing on a weekly basis  
15 the activities and what's going on with those enterprises.  
16 And we're focusing on looking at, you know, I would say  
17 what their sales have been to date, what the status is on  
18 the factories within their enterprise, are they open or  
19 are they closed, what is the availability of offenders,  
20 because that's a big driver and a big impact is the  
21 availability of the offender workforce.

22           And, you know, it's been a struggle for the first  
23 couple of months, but we're seeing improvement in many  
24 areas as far as that goes. But that's something that we  
25 closely monitor, looking closely at what do we have in

1 open orders and projected orders for the coming months and  
2 throughout the year.

3           And so there -- again, we meet together on a  
4 weekly basis to discuss, and monitor, and review these  
5 activities, and then on a monthly basis, preparing and  
6 providing a report to show, where they are currently and  
7 where they project to be over the rest of the fiscal year.

8           And so we'll take that for each enterprise, for  
9 each central office division, and roll that up into a  
10 cumulative PIA look, so that we can identify, you know,  
11 where are we tracking and where are we heading. And for  
12 those enterprises or those factories where we're seeing,  
13 you know, they're not going to meet what was projected in  
14 the annual plan, what adjustments and changes do we need  
15 to make to mitigate those impacts. And we can do things  
16 such as, you know, if there's an opportunity for a price  
17 increase, can we do that? Is there an opportunity to  
18 reduce expenditures in those specific enterprises? Rather  
19 than doing CalPIA-wide cuts like we did last year, we can  
20 be much more strategic and surgical in how we do that and  
21 do it for those enterprises specific.

22           You know, do we need to do a hiring freeze? Kind  
23 of a last case scenario, would we need to do any type of  
24 layoffs or -- you know, and those are just some -- some  
25 examples of the things -- of course, it would vary

1 depending enterprise to enterprise, but that's kind of the  
2 process that we have in place as we go forward.

3           Again, each enterprise fiscal team, and  
4 operations team, and marketing team working together to  
5 assess, and monitor, and watch what's going on.

6           Where we are currently. Through the end of  
7 September, we're at about \$200,000 in the black. So we  
8 are operating positive for the first three months. Very,  
9 very conservatively, we're still looking -- we're  
10 projecting to be in the black for the year. Right now, if  
11 things continue as we're operating right now, about  
12 \$500,000 in the black, but still on the plus side.  
13 Obviously, if we see an increase in offender availability  
14 and, you know, things -- you know, that number can  
15 improve, but that's kind of where we're projecting and  
16 looking to be right now.

17           So that's a -- yeah, one of the things that we  
18 did as well, when the whole COVID started, we put in place  
19 a team to really track all of our COVID-19 expenditures  
20 with the hope that we would have an opportunity to seek  
21 reimbursement for some of those expenditures. And so,  
22 we've been working closely with Cal OES and with FEMA.  
23 And to date, we've submitted seven different applications  
24 for reimbursement. And FEMA is very specific in what's  
25 allowable and not allowable. So while I'd love to say

1 we've got millions of dollars in reimbursements that we  
2 submitted, we actually have about almost 450,000 in  
3 reimbursements that's been submitted cumulatively among  
4 those seven applications.

5 We're very hopeful that -- and confident that  
6 FEMA will ultimately approve all of them. They've  
7 approved one of the seven that we've submitted to date.  
8 Two others are in the final stages of just wouldn't -- I  
9 think there's 11 or 12 total steps that they have to go  
10 through. Two of them are in that 12th and final step.  
11 And the other four are in varying stages

12 FEMA right now has been very focused on the  
13 wildfires. So their attention to our reimbursement over  
14 the past couple of weeks, we haven't seen a whole lot of  
15 movement, but we expect over the coming days and weeks to  
16 see some -- some movement on that. But again, that will  
17 be again not a huge chunk of money, but still nice to  
18 have, you know, that that's been submitted. And we're  
19 continuing to monitor that and each month submit  
20 additional requests, because this is an ongoing event, and  
21 so we'll continue to submit additional requests as we go  
22 forward.

23 CHAIR ALLISON: Excellent. Thank you, Mr.  
24 Davidson. I will say that the adult institutions has  
25 worked with the CCHCS, which is our -- our health care

1 side of the house to do what we call a roadmap to  
2 reopening. We have eight institutions progressing to  
3 phase 2 this week. And instead of an entire institution  
4 going down if there's an outbreak, let's say, on facility  
5 A, it doesn't impact B, C and D. And so that was a market  
6 change to how we're going to manage COVID going forward.

7 And so hopefully, you'll see even more  
8 participation in the programs because of this, you know,  
9 change. And so we're excited to get that going. And we  
10 anticipate if things continue to go well -- right now,  
11 we're tracking three specific institutions with outbreaks,  
12 but the others seem to be coming off of these all  
13 themselves. But we did have a institution that had never  
14 had an outbreak, and so those are opening up, as I said,  
15 this week. And so more to come for next week. So it's  
16 very exciting.

17 CHIEF FINANCIAL OFFICER DAVIDSON: Great news.

18 CHAIR ALLISON: Mr. Walker, Information Item F.

19 EXECUTIVE OFFICER WALKER: And for information  
20 Item F. I would like to call Ms. Changus to kind of bring  
21 us up to speed and certainly Member Davison and Member  
22 Jenkins, who were instrumental in putting together the  
23 subcommittee that I think are very important to the  
24 transparency of this organization and the oversight of  
25 this organization.

1           There's been a lot of conversation about this  
2 over the last year. So this is really an affirmative step  
3 moving forward to not just reactivate some of the  
4 subcommittees, but make sure that there's enough structure  
5 to those subcommittees and understanding of what those  
6 outcomes look like, so that there's some deliverables at  
7 the end of the subcommittee's efforts.

8           And so they've gone through -- and I want to  
9 publicly thank, Member Jenkins and Member Davison and  
10 certainly Suzie, they've done a hell of a job of kind of  
11 framing this up. There was not a lot of framing here to  
12 start with. And so this is really a good step forward for  
13 this organization to reengage in some more Board oversight  
14 of the organization and really help the General Manager  
15 and the folks in this organization leveraging your  
16 experience and your knowledge to move the organization  
17 forward.

18           And so with that, I'll turn it over to Suzie to  
19 kind of walk through this for you.

20           CHIEF INFORMATION OFFICER CHANGUS: Thank you,  
21 Scott. So just a quick update. I won't go through the  
22 entire binder. Hopefully, you got the opportunity to see  
23 it.

24           CHAIR ALLISON: Suzie, can you raise your voice a  
25 bit.

1 CHIEF INFORMATION OFFICER CHANGUS: Of course.

2 CHAIR ALLISON: I'm struggling hearing you, so  
3 I'm sure Dawn will as well.

4 CHIEF INFORMATION OFFICER CHANGUS: Yes. I get  
5 that a lot, so I will definitely project. So as Scott  
6 mentioned in July, Board Member Davison and Jenkins and I  
7 began working on the ad hoc committee to really review  
8 what was previously there.

9 In the information item, we have the proposed  
10 subcommittees, the meeting frequency, the scope of what  
11 those committees will do, the PIA staff involvement, and  
12 then, of course, to be filled in more completely at a  
13 later point, will be the appointed Board members.

14 Very important to the team, of course, was  
15 defining the expectations, as well as appropriate roles  
16 and responsibilities, and really understanding that a  
17 Board member's involvement is to provide guidance and  
18 expertise, recommendations and oversight in these  
19 subcommittees.

20 And, of course, as I mentioned, each subcommittee  
21 does now involve a department liaison within PIA where  
22 appropriate. So we'll go through that as well.

23 A couple of notes is that the committees are all  
24 standing -- proposed standing, with the exception, of  
25 course, of the ad hoc committee. The Finance and Audit



1 Subcommittee proposal is to combine them. Previously,  
2 they were separate, but they're both obviously fiscally  
3 involved, so we're proposing to combine those committees.

4 But the Committee Chair at each Board meeting  
5 would report on the work done by the Committee since the  
6 last update. Of course, that will fluctuate depending on  
7 the meeting cadence as proposed.

8 And then, of course, the work has begun on the GM  
9 recruitment effort, as Mr. Walker has announced his  
10 retirement. And so I wanted to thank Board Members  
11 Davison, Jenkins, Jennings, Martin and Webb for their  
12 support on this effort to help us stay on track.

13 A couple of other next steps is we are in the  
14 process of reviewing the current Board procedures and  
15 making -- proposing updates where appropriate to account  
16 for the subcommittee changes that might be adopted, a  
17 recommendation obviously at the next Board meeting of an  
18 action item, so that we can review and present to the  
19 entire Board and move forward, and then, of course, an  
20 appointment by Chair Allison for those committees, and I'm  
21 assuming volunteering would be welcomed in all cases.

22 But yes, just to mimic what Mr. Walker said, a  
23 huge thanks to Board Member Davison and Jenkins, you guys  
24 have done excellent work on this, and, of course, for the  
25 opportunity to help support working on this effort.

1           So any questions?

2           EXECUTIVE OFFICER WALKER: And so the notion at  
3 this point would be to -- for the Board to kind of review  
4 this. There's some input that I've got from the Board.  
5 One of them was some of the meeting cadence is as needed.  
6 And there's some concern by Board members that as needed  
7 was going to equate to never at some of those, as far as  
8 the meetings.

9           And so what I'm looking for hopefully is some  
10 feedback from the Board here that addresses that question.  
11 Now, some of these have cadence they have monthly or  
12 quarterly, some don't. And so I think the Board needs to  
13 weigh in on what they believe the cadence should be for  
14 those ones that done have it, agree with the cadence of  
15 the ones that do. The other thing that is not designated  
16 in here is the number of members. So are we looking for  
17 three members per committee, are we looking for more than  
18 three members?

19           And so what I'm hoping to do over the next couple  
20 of months is frame all of that up with a little more depth  
21 on the deliverables, for lack of a better term - they did  
22 a great job here - and then come back in December, I would  
23 hope, and actually vote on each one of those subcommittees  
24 to establish them. And then after the first of the year,  
25 start working with Chair Allison to volunteer to start

1 plugging members into those different subcommittees.

2           That's kind of the next steps on this thing. But  
3 I certainly would like to hear feedback from all of the  
4 Board members or any of the Board members as it relates to  
5 what we've got here on this page and any thoughts about  
6 how we could improve this. And certainly, again, the role  
7 here -- the goal here, I should say, is the increased  
8 engagement of the Board to provide some insight,  
9 knowledge, direction as it relates to oversight of the  
10 organization.

11           It's a part of what I'd be remiss in not saying  
12 is there still needs to be a bright line between oversight  
13 and day-to-day operations. This is not to take place of  
14 the General Manager. The general manager still has to be  
15 responsible and accountable for the day-to-day operations.  
16 But I think there's a real opportunity in a lot of this  
17 stuff to leverage the experience the Board brings to help  
18 that General Manager make some good decisions -- better  
19 decisions maybe even as they move forward.

20           BOARD MEMBER JENKINS: This is Mack. I just -- I  
21 want to weigh in just a little bit here and I expect Dawn  
22 might have her own comments. But one, I very much  
23 appreciate the summary that Suzie has put together and  
24 particularly appreciate Scott the comments that you just  
25 made, because we were particularly mindful when we were

1 working that moving this forward for the greater Board, we  
2 did not and don't, as one Board member I will tell you,  
3 think it's important not to usurp the authority of the  
4 General Manager, but at the same time take advantage of  
5 the collection of Board members and their respective  
6 expertise and create a structure that allows the Board  
7 member with their collective expertise and interest to  
8 contribute to the overall mission of PIA. That's really  
9 the kind of balance that -- that we had some dialogue  
10 about.

11           And we talked specifically too about the cadence  
12 and the frequency of some of these. So again, I really  
13 want to commend Suzie, by the way, for her work on this  
14 and again for the summary. But those things -- the things  
15 that you mentioned, Scott, were definitely a part of our  
16 conversation.

17           BOARD MEMBER DAVISON: This is Dawn. I exactly  
18 agree with Mack. Those were the things that we discussed.  
19 There's a difference between governance and everyday  
20 operations. And we, as the Board, are interested in  
21 getting into the nuts and bolts of everyday operations.  
22 We're -- we want to have oversight. We wanted to have the  
23 ability to have governance. And by establishing these  
24 committees, that's actually doing that and that's what  
25 we're looking for.

1 I wanted to say thank you to Suzie. She has been  
2 absolutely fabulous in trying to get this together for  
3 Mack and I and for the rest of the Board. We -- we're  
4 looking for history. And unfortunately, there is not a  
5 lot of history for us to go by, so -- and in part, we're  
6 trying to recreate the wheel in a little bit of a way.  
7 And so -- particularly in bylaws. So we're going to go  
8 ahead and do that.

9 So we welcome Board feedback, like Scott said, in  
10 any of what Suzie put out there, in which she succinctly  
11 put out there in this two sheets that you see in your  
12 Board book, because this was our -- the three of our minds  
13 put together and what we thought would be good for Board  
14 oversight and we definitely need your input on it.

15 The other thing that I just want to make a  
16 comment on is with committees come some work. And Board  
17 Chair Allison will be reaching out to Board members for  
18 volunteers for these specific committees. So I hope that  
19 all of you will be willing to put the work in, so that we  
20 can have the appropriate oversight.

21 But thank you to Suzie.

22 CHAIR ALLISON: Dawn, thank you for your  
23 comments. Thank you, Suzie, for all your hard work.

24 Mr. Walker, Information Item G.

25 EXECUTIVE OFFICER WALKER: Information Item G,

1 I'd like to bring up Randy Fisher again, the Assistant  
2 General Manager for Workforce Development to talk about  
3 the progress Workforce Development has made during these  
4 times. I will also just mention again ad nauseam how  
5 impressed I am with the staff for keeping these efforts  
6 going that are very -- I mean, at the core of what we do,  
7 the certification, the training, and their ability to keep  
8 that -- that fire burning, even during this uncertain  
9 time, is to be commended.

10 So with that, I'll turn it over to Randy.

11 ASSISTANT GENERAL MANAGER FISHER: Good morning,  
12 everyone again.

13 My name is Randy Fisher. And what we do on a  
14 regular basis is we report to the Board on our Industry  
15 Employment Program statistics. So I have a Board item for  
16 you is if you would turn to Item G of that, we'll talk  
17 about the topics.

18 I'm going to talk a little about our cred --  
19 accredited certifications and how many we've had in this  
20 period, our apprenticeship program. I'd also like to  
21 speak briefly on the workforce development coordinators  
22 and their efforts -- excuse me -- our transitions to  
23 employment program, and lastly, which will be Item H,  
24 we'll talk a little about our lost hours.

25 So we've had a difficult quarter with respect to

1 a lot of our programs right now. The closure that we have  
2 of all our programs made some drops in some of our  
3 statistics and some of our process that we've gone  
4 through, so I'll report on some of those. But overall,  
5 we're still moving forward with our accreditations and our  
6 process.

7 Our certification specifically are set up based  
8 from nationally recognized organizations and companies  
9 throughout the nation. And so we use those for  
10 certification processes. We have actually 134 unique  
11 accredited certifications statewide. For example, we have  
12 a food service -- food handling certification that's  
13 provided by the National Restaurants Association. And we  
14 also have the Certified Washroom Technician Program, which  
15 is also associated -- with the Association for Linen  
16 Management.

17 And we are, on a regular basis, reviewing those  
18 and looking for additional ones that we can add and fit  
19 into the niches of our program to provide more  
20 accreditation, so when an offender gets out, they can  
21 actually use those documents to find employment.

22 So for the fourth quarter of fiscal year 19-20,  
23 we did have a drop in our actual offender enrollments. We  
24 had 2,442 enrollments that were put in in the fourth  
25 quarter. That is down from last year at this time -- to

1 the fourth quarter, which is about 4,894. So we've had a  
2 significant drop.

3           However, if you compare last full year's versus  
4 the 19-20 fiscal year, we had 16,672 actual certifications  
5 issued this year and last year, we had 17,363. So we're  
6 actually on a path to do better than last year until COVID  
7 came in and caused us some difficulties.

8           Also, we had 2,546 accredit certifications that  
9 were closed in the program and that happens on a regular  
10 basis. Seventy percent of those closures were considered  
11 successful completions. That means that they maintained  
12 certification and that they are accredited and it goes  
13 into their pro -- into their system, so that we can track  
14 that for them and provide it to them when they leave.

15           And the other 30 percent are -- are various  
16 factors, offender has moved, offender failed the exam,  
17 which when we will let them take it again. So that's a  
18 continual process that we work through with respect to the  
19 certifications.

20           Are there any questions about that before we move  
21 on to the apprenticeship program?

22           Okay. So our apprenticeship program is about  
23 2018, just a couple years ago, we partnered with the  
24 Division of Apprenticeship standards with the Department  
25 of Industrial Relations. And we actually established



1 apprenticeship programs in nearly every enterprise that we  
2 have.

3           And if you go to page three - excuse me - of your  
4 binder, you'll see a listing of the apprenticeships that  
5 we have currently established, how many registered and  
6 certificates issued. So the good news we're reporting  
7 with this is in the fourth quarter, we had 916  
8 offenders, who completed a statewide apprenticeship  
9 program. Last year, we only had 417, so we actually had  
10 120 percent increase from last year of people that  
11 actually were certified in apprenticeship programs and  
12 moving forward. So we're -- probably, if the COVID hadn't  
13 hit it, we might have increased significantly, even more  
14 so than we did already, but we had a good year under that  
15 category. Any questions on that particular apprenticeship  
16 program?

17           I can also let you know that my staff are now  
18 going through our apprenticeships and doing a review or an  
19 audit. We're going to do a comparison between the  
20 national standards and the apprenticeship programs, what  
21 we do in the facilities, making sure that they're still in  
22 compliance, we're still giving proper training and  
23 experience level, so when they get out, it will be a true  
24 apprenticeship that they can use when they get on the  
25 outside.

1 BOARD MEMBER JAMISON: Randy, just one question  
2 for you. What -- what do you attribute the jump  
3 year-over-year in to the certificates issued and then how  
4 does that -- I understand it's a jump from 2018, but how  
5 does it compare to years prior as well. I mean, is  
6 this -- is this a pretty big leap from '16 and '17 as  
7 well?

8 ASSISTANT GENERAL MANAGER FISHER: Yeah, so we  
9 didn't actually have a lot apprenticeship programs back in  
10 '16 and '17 is my understanding. We actually made a full  
11 force move back in 2018. We had some of our CTE programs,  
12 which is called a pre-apprenticeship program back then,  
13 but this was a new effort we had done in about 2018. I  
14 think one of the increases we had -- what basically is the  
15 first year operation getting it established, getting  
16 moving forward, and then this last fiscal year, where we  
17 really saw an excel in that program and people pushing it.

18 Does that help?

19 BOARD MEMBER JAMISON: It does. And these are  
20 fantastic numbers. Congratulations on this.

21 ASSISTANT GENERAL MANAGER FISHER: Thank you.

22 EXECUTIVE OFFICER WALKER: Yeah, and so just a  
23 little more texture to that. You know, one of the  
24 things -- and Brent, I don't think you were on the Board  
25 when we started down on this road, but PIA used to give a

1 certificate to offenders that had up from 500 to 2,000  
2 hours in a specific job assignment. And there was no  
3 validation that they had learned any skills or were any  
4 better. It just was validation that they stood in front  
5 of a license plate press for X amount of hours.

6           And one of the things that we wanted to do was  
7 make sure that these folks had marketable skills that were  
8 tested. And so that's where the whole apprenticeship  
9 thing kind of was the second phase. The first phase is we  
10 went to SOC code for each job, and we used the SOC code  
11 guidance to provide some testing that offenders had to  
12 complete before they moved up in the pay ranges. And this  
13 was the next step in that evolution to not only recognize  
14 and put in some structure, so folks are actually getting  
15 the training that they purport to get. That way when they  
16 go and they're successful in gaining employment, they  
17 actually know what it is they profess to know, and so  
18 they're not muddying the waters for people following  
19 behind them.

20           But the other benefit to partnering with DIR, as  
21 you know, is to -- we put this -- all this information in  
22 and then start going into DIR's database. And so there's  
23 a validation employers can do independent of PIA that  
24 they've actually accomplished those skills and have that  
25 training. So it's kind of like a two-step validation in

1 moving all of our programs slowly but surely to that --  
2 and actually not even slowly. We're moving them all to  
3 that end, so there's a lot more structure in this, and  
4 that the fact when somebody gets out and goes to some  
5 employer and professes to have some level of skill or some  
6 ability to validate that, and they actually have those  
7 skills.

8           So those numbers when we come back from COVID are  
9 going to continue to increase dramatically, which is, I  
10 think, another opportunity to give these folks every  
11 opportunity you can before they get out.

12           BOARD MEMBER VAUGHN: This is great. This is  
13 very impressive and going definitely in the right  
14 direction. I'm just curious in terms of having the  
15 ability to see the outcomes of actual employment obtained  
16 once they're released. I think that's an important next  
17 step in the evolution of tracking data.

18           Here is that really -- you know, since we do have  
19 a connection where they can verify the skills that they  
20 actually obtained are accurate, the next part of the  
21 evolution should be us finding the process that we can  
22 actually track actual employment that they get, as a  
23 result of (inaudible)

24           ASSISTANT GENERAL MANAGER FISHER: Exactly. You  
25 broke up just a little bit. But we do -- or actually one

1 of the development areas is trying to track the offenders  
2 after they get out and how they can go through and seek  
3 employment and the amount of time that they -- if they  
4 received employment, how long they're at that employment.

5           We do have a program now, which I think most are  
6 familiar with, is that when an offender passes through  
7 some of our pre-apprenticeship programs for CTE, if they  
8 get a job with the union apprenticeship and then become  
9 under that progress, we'll actually pay their union dues  
10 and provide them a set of basic tools that they can  
11 utilize to go through.

12           That's proven to be a bit of an advantage for us,  
13 because the unions then request those dues reimbursements,  
14 and then that helps us to track to say, yes, they actually  
15 did receive employment. So that's a factor we've been  
16 utilizing also.

17           Okay. So workforce development. Overall, what I  
18 wanted to talk a little bit about was our Workforce  
19 Development Coordinator Task Force. As most of you are  
20 aware CalPIA established in 2019 a group of retired  
21 annuitants who were tasked with several assignments with  
22 respect to CalPIA to give them some resources to the  
23 administrators out there in the field.

24           One of their primary goals was to establish a  
25 process where they go to all classification committees at

1 the prisons and meet with those groups and try and fill  
2 our vacancies, and increase our waiting list. That was a  
3 highly successful program. We reported on that I believe  
4 last time with respect to that program and it was very  
5 successful.

6 We also tasked this group for providing two other  
7 items, one is the Transition to Employment Program, which  
8 I'll talk about a little bit later. And then also the  
9 newest item we're working on is the essential skills work  
10 book. So two of our my staff, Regina Banks and also Robin  
11 Harrington have spent the last several months developing  
12 an essential skills workbook, and unfortunately you  
13 probably can't see it very well. But this document is  
14 basically part of a pilot program that we're establishing  
15 at nine institutions.

16 What it is, it's basically a book that deals with  
17 the issue of soft skills and how an offender, when they're  
18 employing with us at CalPIA hopefully, and then especially  
19 on the outside, skills that they may not normally acquire  
20 but they need to have, communication skills, verbal and  
21 non-verbal skills, enthusiasm, attitude, positive attitude  
22 in the workplace, things as simple as if you're going to  
23 be off for a day or something, you let your employer know.  
24 You don't just not show up.

25 And it's a whole basic document that we've

1 assigned these workforce development coordinators.  
2 They're taking 15 offenders at nine of these institutions.  
3 They're running through this program. It's about a  
4 two-month program. It's in partnership with our  
5 coordinators, as well as our administrators. And they'll  
6 go through this assessment with the offenders and go  
7 through there's -- there's examples that they do. There's  
8 tests or examinations, thought processes, and they go  
9 through that.

10           At the end of that period of time, around  
11 January, we're going to do some evaluations with the  
12 administrators, the coordinators, as well as the offenders  
13 to see and maybe some -- get some measurements as to how  
14 successful we believe that program is. If it works well,  
15 we will work possibly to expanding this program throughout  
16 the State of California.

17           We have discussed this thing with CDCR at several  
18 meetings. Mr. Walker and I attended some with Connie  
19 Gibson, and they're also very interested in the program  
20 and asked to assist with some of their YOP, their youth  
21 offenders at one of their institutions. So we're helping  
22 to partner with them as well. So that's a new program we  
23 had started. We'll probably report on that, folks, maybe  
24 in January of sometime later in the fiscal year on how  
25 that program works out.

1 Any questions on that topic?

2 BOARD MEMBER JENKINS: Not a -- I guess  
3 question/comment. This is Mack again. One, I'm -- I will  
4 be really, really interested in how that program works  
5 out. You know, again in the interests of trying to make  
6 support employment for as many of the individuals leaving  
7 our programs as possible.

8 And as you were talking, Randy, one of the things  
9 that jumped into my mind was our last meeting on the  
10 recidivism study with UCI.

11 ASSISTANT GENERAL MANAGER FISHER: Yes.

12 BOARD MEMBER JENKINS: And you might remember  
13 that one of the things that I brought up there was some of  
14 the metrics that we're talking about in that recidivism  
15 study. And if you remember, Dr. --

16 EXECUTIVE OFFICER WALKER: Turner.

17 BOARD MEMBER JENKINS: Pardon?

18 EXECUTIVE OFFICER WALKER: Susan Turner.

19 BOARD MEMBER JENKINS: Yes, Dr. Turner mentioned  
20 something about that it would be really good if the study  
21 could be constructed in such a way as to look at  
22 employment attainment in some way. So I'm not suggesting  
23 that that -- what you just talked about -- well, I guess  
24 it just made me think about connecting the two together,  
25 but it sounds like what you just talked about is at a



1 smaller stage, but as we continue to work on developing  
2 that recidivism study, including the metrics of employment  
3 is something I think that we should be focused on.

4 EXECUTIVE OFFICER WALKER: Absolutely. So there  
5 is a connection here, Mack. One of the things that we're  
6 trying to do is have that connection post-incarceration.  
7 And so the Workforce Development Coordinators are not  
8 going to end at the point these folks walk out of an  
9 institution. They're going to continue to monitor their  
10 progress and their success when they get out and part of  
11 that's employment.

12 And we've got to go back, and I've talked to  
13 Randy about this, and take another run at the EDD and see  
14 if we can't start to create a better pipeline for  
15 information to monitor the success to our offenders. As  
16 you know, I think you've heard me talk about we tried this  
17 some years ago and it just was a -- it just didn't work  
18 out well.

19 But I think that, you know, much like we talked  
20 about the UCI recidivism study, you know, it's -- it's --  
21 what we need is something that's instructive, right, that  
22 tells us, you know, where we're having the biggest impact  
23 on these offenders and how we're going -- or maybe  
24 conversely where we're not having an impact on programs,  
25 programs that aren't having an impact so that we can

1 calibrate.

2           But I think that whole employment piece is  
3 certainly part of that picture. And so what I've  
4 challenged the folks to do, the Workforce Development  
5 Coordinators, is to be able to provide that feedback. And  
6 it is at a much smaller scale. It's not PIA wide, but I  
7 think it's a step in the right direction to engage those  
8 probation officers or parole officers, the individuals  
9 themselves. And then, Troy, this is kind of where I  
10 envision you helping out as well with some of these folks  
11 to some of those resources out there with housing needs,  
12 with drug treatment needs, with transportation needs. All  
13 of those things coming together that give us the best  
14 outcome. But employment certainly is key, because that's  
15 kind of our -- our swim lane.

16           BOARD MEMBER VAUGHN: Yeah, I agree with you,  
17 Scott. I think this -- this is definitely my lane. I'm  
18 very interested in serving on the Incarcerated Persons  
19 Employability Committee to help do several things, I  
20 think, really is to solidify the credibility of our  
21 certification. I think that's going to be key. And so as  
22 the Board members, you know, I see our role as not just  
23 governance, but also the ability to use our resources and  
24 relationships that are in the community to help promote  
25 basically the credibility of the work that we do as

1 around -- as it relates to our certifications.

2           The more we do that, then we move into  
3 conversations with helping to have conversations with the  
4 EDD office and setting up opportunities for housing and  
5 other drug supportive services in the community, so that  
6 when people are returning home, they have a landing place  
7 and then we can continue that work. I'll be having a  
8 conversation in this regard this afternoon with Dave Bates  
9 from Five Keys, because I know he's been having a  
10 conversation with you, Randy.

11           And so, you know, I just think that this is where  
12 we -- we stay focused on our work and our support of staff  
13 in things that they're doing while people are actually in  
14 custody, to be that bridge for -- for them when they come  
15 out, and we begin to create the capacity in this vein.

16           So I'm very excited about this area, because I  
17 think this is the key to not only our success but also the  
18 success of people that we're serving.

19           ASSISTANT GENERAL MANAGER FISHER: Yeah. In  
20 fact, we did have a conversation with Mr. Bates again just  
21 yesterday, so we're already working on that process. So  
22 thank you for connecting us with that.

23           BOARD MEMBER DAVISON: This is --

24           BOARD MEMBER MARTIN: I have a questions. This  
25 is Felipe.

1           Go ahead, Dawn.

2           BOARD MEMBER DAVISON: Oh, thanks, Felipe.

3           I just wanted to say that -- that I think that  
4 this is fantastic. It's really two-pronged for me,  
5 because going to back to prior thought that we had  
6 regarding our PIA programs, the fact that (inaudible) and  
7 employability is one part, and of course that is the  
8 bridge to what we can do for our --

9           EXECUTIVE OFFICER WALKER: Hey, Dawn? Dawn, if  
10 you could --

11          BOARD MEMBER DAVISON: Yeah.

12          EXECUTIVE OFFICER WALKER: -- if you could  
13 speak -- I know you're driving -- I know you're driving  
14 out in the middle of nowhere probably about how, but  
15 you're really hard to under -- to hear -- not understand,  
16 but hear.

17          BOARD MEMBER DAVISON: Oh, I'm sorry. I don't --  
18 I don't know what else to do. I am. I'm in the middle of  
19 nowhere right now.

20          Maybe I should yell. Will that -- does my volume  
21 help.

22          EXECUTIVE OFFICER WALKER: Yeah, it helps a  
23 little.

24          BOARD MEMBER DAVISON: Okay. I'll make it quick.  
25 It's a -- these -- this type of program is a bridge to

1 employability on the outside, which is truly what we want  
2 to do for our incarcerated people. But the other part of  
3 it that I don't want us to lose site of is that we're --  
4 to the employability that we have in PIA. And it goes  
5 back to the time that I spent in the Governor's office  
6 where I was working on with Governor Brown some packages  
7 for the inmates that wanted to get out, is the PIA really  
8 are rehabilitative programs. And the work and the soft  
9 skills are really rehabilitative in themselves.

10           And so I don't want us to lose site of that fact.  
11 And by just pilot programs and looking at the soft skills,  
12 I think that that -- that is going to enhance that as  
13 well.

14           So since you can't really understand me, I'll  
15 leave it at that.

16           EXECUTIVE OFFICER WALKER: So what I heard you  
17 talk about was not losing sight of the rehabilitative  
18 aspect of folks that are certainly going to the Board and  
19 the people that you reviewed for Governor Brown when  
20 you're reviewing cases over there.

21           And so Randy can actually talk a lot about what  
22 the interaction he's having with BPH and Jennifer Shaffer  
23 over there about recognizing or -- yeah, maybe recognizing  
24 is the best term -- PIA as a rehabilitative program,  
25 because there's been some back and forth and around and

1 around on that over the years.

2           And so really what they have asked us for is to  
3 put together a form that really we -- that our staff would  
4 fill out that talks about the progress that each one of  
5 these offenders has made in our programs and a bunch of  
6 different elements. And so we've done that. I think  
7 we're going to kick that off later this year before the  
8 end of the year.

9           ASSISTANT GENERAL MANAGER FISHER: End of the  
10 month, I believe.

11           EXECUTIVE OFFICER WALKER: Within the month and  
12 so -- do you want to add anything else?

13           ASSISTANT GENERAL MANAGER FISHER: Yeah, so  
14 there's two pieces working with the Board of Parole  
15 Hearings. The first one is we are actually starting to, I  
16 believe at the end of this month, we're going to go give a  
17 presentation to all the Board of Parole Hearing Officer  
18 assistants and talk to them about CalPIA programming. In  
19 some situations, we get categorized by the Board of Parole  
20 Hearings into a category of just a work program, like a  
21 porter program and those kinds of things, which have some  
22 value.

23           But our programming is more at the level of an  
24 education type program, a vocational program and that  
25 stuff. So we've talked to the Board. They have agreed.

1 And we're going to be giving regular presentations to the  
2 Board about our program itself, the certification value of  
3 that, the validity of the work we do. That it's not just  
4 you're -- you're in their working on the press all day.  
5 There is a learning factor involved in that.

6           The other thing the Board requested, which we  
7 developed, is it's an evaluation process, for lack of a  
8 better term, similar that we have for State employees. An  
9 offender will come on board. They'll receive a  
10 certification -- an evaluation after 60 days. And then  
11 after six months, they'll get another performance  
12 evaluation for lack of a better term. And then we'll  
13 continue that process till they leave from us, because  
14 that then will give the offender, assuming they're being  
15 successful in doing a good job, a positive work record  
16 that the Board of Parole Hearings likes and they want to  
17 see.

18           And they specifically asked us to include that in  
19 the process, so when Corrections goes through and does  
20 their evaluations, that will also pop up on that process.  
21 So that's the one thing we're helping with Board of Parole  
22 hearings. We're hoping that we can also leverage that on  
23 the outside of certificate programs. We are starting to  
24 partner with other organizations on the outside. Mr.  
25 Bates is a good example down in Los Angeles. And, of

1 course, we're working with a lot of the unions. So we're  
2 developing some of those processes right now.

3 BOARD MEMBER MARTIN: So, Randy, this is Felipe  
4 Martin.

5 ASSISTANT GENERAL MANAGER FISHER: Yes.

6 BOARD MEMBER MARTIN: In the past, you've  
7 (inaudible) finding a way to get all of those certificates  
8 into the -- the offender's hands, and so that they have  
9 access to them, because a lot of them just have a folder.  
10 And I know you said, well, we can create a card or have  
11 them access it in a different fashion. Has anymore been  
12 done on that to where they can access it? I know with our  
13 organization, we actually allow all of our employees to  
14 access any certificates that they may have, either their  
15 W-2s or payroll records all from an access point from  
16 anywhere on -- you know, on any website. So do we have  
17 something like that for the inmates?

18 Because obviously, as an employer on this side,  
19 if someone comes to me that has certificates and they're  
20 readily accessible for them, it makes it easier for me to  
21 employ and verify that, hey, these guys have been trained  
22 on these things.

23 ASSISTANT GENERAL MANAGER FISHER: Yes. So we  
24 kind of have a three-pronged approach with respect to that  
25 process. So one of the processes we have established now



1 is that when an offender completes a certificate is that  
2 it goes into what's called the ERMS system. We have a  
3 system -- it's a correction system that's tied to SOMS.  
4 And so what happens to that certificate is we had some  
5 difficulties - I think we reported at the last Board  
6 meeting or the Board meeting before - that those records  
7 weren't getting into that system. It's important for it  
8 to get into the system, because when an offender goes off  
9 to parole and to probation, it needs to show up on their  
10 records, so the parole agent or probation officer can help  
11 them find employment.

12 So we've partnered with Corrections. We've  
13 actually developed a more accurate system now that gets  
14 those documents directly into the SOMS system on the  
15 Correction side through ERMS, So it can be looked up. And  
16 we audit check that now and trying to increase that.

17 The other point that we do -- another factor is  
18 right now the Workforce Development Coordinators are  
19 actually tasked with meeting with the offenders before  
20 they leave and doing an assessment of what the needs they  
21 have. They'll be receiving -- the Workforce Development  
22 Coordinators will get an actual listing of, let's say,  
23 Randy -- offender Randy Fisher is getting out. All of my  
24 credentials and information that we'll be talking to the  
25 coordinators about, do they want to have employment in

1 that area, if they've completed an apprenticeship program  
2 or pre-apprenticeship, so that we can give them that  
3 information.

4 And then when the offender leaves, we give them  
5 those documents as well, that they can access and take  
6 with them.

7 One of the problems that we believe is occurring  
8 though is once an offender gets out, they have a lot of  
9 things they have to take care of, right? Find a place to  
10 live, find a place that's safe, get involved with their  
11 parole or probation officer.

12 So the third prong that we have available now is  
13 that's on our website we have an email address that they  
14 can reach out to us and a phone number. And we maintain  
15 those records of theirs indefinitely. So they can also  
16 reach out to us and ask for a copy of those documents and  
17 we will forward them on to them, or if they give  
18 permission to an employer to go through that.

19 So those are the processes that we are refining  
20 right now. They're not all perfect. Actually, the best  
21 one that we think reliability-wise is when they call us  
22 for the data themselves, because then we actually have  
23 copies of that and we can give it directly to them.

24 BOARD MEMBER MARTIN: So, Randy, with the new  
25 system that we're getting, the new ERP system, is there a

1 way -- because I know with our ERP system, is there a way  
2 to create a log-in for those in -- offenders to be able to  
3 get those records without having to go through an email or  
4 a process, the parole agent? I can tell you that with our  
5 administrative staff, when we allow them to go ahead and  
6 get all of their W-2s, they're payroll reports, I actually  
7 freed up an entire person. And we're not that large of an  
8 organization, but we freed up people just by doing that.

9           So is there a way maybe to look at the new ERP  
10 system that can allow them to access all of those  
11 certificates? And then maybe, at the same time, if  
12 someone wants to do a letter of recommendation so that  
13 they can get employment, you know, whoever they worked for  
14 within PIA, they can have access to that. Because as you  
15 well know, once they find housing and have all these  
16 requirements that they have to fill, when they move, they  
17 don't always know where they left those papers. So we  
18 need to facilitate it to make it as easy as possible for  
19 them.

20           ASSISTANT GENERAL MANAGER FISHER: Yeah. I think  
21 that's a very good idea.

22           EXECUTIVE OFFICER WALKER: Yeah. I think it's an  
23 excellent idea, Felipe, for a lot of reasons. As  
24 antiquated as the State of California is they actually  
25 made that leap last -- or, I guess, June 30th, July 1st,

1 so now all State employees have that same ability. So I  
2 think that's one of the things we need to put into the  
3 ERPLx hopper, because it would really empower -- because  
4 right now it's a -- it's a manual process. Part of the  
5 Band-Aid we did with the ERMS process, where at least now  
6 the parole agents and probation -- well, probation doesn't  
7 have access to it -- the parole officers at least know  
8 where those certificates are. We've kind of put that out  
9 there. But it's still a pain in the butt for an offender  
10 to get those certifications. So I think that having that  
11 ability much like we do now with our pay warrants, like  
12 you said, our leave balances, would be a huge step  
13 forward.

14 ASSISTANT GENERAL MANAGER FISHER: Certainly.  
15 Okay. So if there are no more questions, just a couple  
16 more items. I don't want to take up all of your time.

17 Just to let you know, these packets that I was  
18 talking about that we give out to the offenders, the  
19 Workforce Development Coordinators actually during COVID  
20 starting in March, we had to actually have them stand  
21 down. They couldn't go into the facilities. We just  
22 started that back up.

23 But in total, as far as these transition packets  
24 we're talking about, for the entire fiscal year of 19-20,  
25 we did 696 transition packets were generated. And that's

1 up 22 percent over the previous year. So even though  
2 we've shut down that from the operations people, the  
3 administrators have continued on that. So we've still  
4 been successful getting those packets out, but we'll  
5 certainly look into other ways to get the information as  
6 well.

7 That actually concludes my presentation on this  
8 topic. If there are no questions, I can move on to the  
9 final tab, which is on lost hours.

10 EXECUTIVE OFFICER WALKER: Please.

11 ASSISTANT GENERAL MANAGER FISHER: Okay. So if  
12 you want to turn to Item H on your binders, we also report  
13 lost hours, which is kind of a tool that we use right now  
14 for tracking how well things are going as far as staff  
15 time and staff work. I'm talking about offender time  
16 work. And production can also time off on that.

17 It's a mechanism that we basically track the time  
18 that's lost to the field by certain categories. And some  
19 of the categories that we listed in are like buckets. We  
20 have one for custody lost hours, which includes lockdowns.  
21 Ducats. If an offender is pulled off to provide a ducat,  
22 we report that time. Industrial-related is another bucket  
23 that we would track a lost time. For example, there's no  
24 materials or there's no work in that, that is how we do  
25 those categories. We have a vacancies and other category.

1           And if you want to look at page two, we kind of  
2 talk about that in your binder. If you want to look at  
3 the actual total lost hours is probably the best one to  
4 take a look at. Well, let me back just a little. Actual  
5 paid hours actually decreased by 26 percent. And that is  
6 mainly due to the COVID and the fact that we couldn't  
7 operate in those particular facilities and it did have an  
8 impact on the lost hours. Specifically, the lost hours  
9 increased by 62 percent during this period of time, which  
10 is kind of a major hit. It kind of gives you an example  
11 of where we're losing some of the resources because of  
12 COVID and what's going on.

13           And if you look at the custody lost hours, we  
14 don't actually have a bucket or a category yet for COVID  
15 that's been developed to specifically track it. So what  
16 we looked at is the custody lost hours, which is where  
17 most of the people are keying that in there. We had a 207  
18 percent increase in lost hours just under the custody  
19 category itself. So that's where significant hits have  
20 been occurring with respect to that.

21           And if you want to look at tab 1 under that item,  
22 page two, we actually have a graph of the total lost  
23 hours. And you'll notice the gray areas here. You can  
24 see by every facility -- nearly every facility  
25 institutions the lost hours have increased dramatically in

1 the fourth quarter. So although we don't like it, it's  
2 kind of not unexpected.

3 I wanted to also highlight just a little bit with  
4 respect to the female institutions. We did have a drop in  
5 the assignments in there. FWF and CIW specifically went  
6 down quite a bit. FWF is in transition right now.  
7 They've actually got very few offenders. I think under a  
8 hundred, as I recall, female offenders at this time. And  
9 they've actually taken some of the men from Folsom and  
10 moved them into one side of that house to deal with it.

11 So a lot of our programming up at Camp 12, our  
12 CTE programs, and also some central office now has been  
13 impacted by that specifically. So I wanted to point it  
14 out.

15 The good news is is that CCWF has actually  
16 indicated that they are ready for us to begin our  
17 programming at that facility. I'm talking more the CTE  
18 side, career, technical, education, and those that are  
19 already operating I believe on our enterprises side. So  
20 we are starting to see some movement. And we've learned a  
21 lot especially CTE side of how to make that progress move  
22 forward. So we're seeing some -- some hope for some  
23 increases in this next quarter or two, but we still show  
24 some losses over the last period.

25 EXECUTIVE OFFICER WALKER: Thank you, Randy.

1 ASSISTANT GENERAL MANAGER FISHER: You bet.

2 EXECUTIVE OFFICER WALKER: Michele Kane will come  
3 up now and talk about some things she's been pushing hard  
4 on getting back with the graduations and all of the other  
5 success stories.

6 But before she gets to that what I wanted to  
7 just -- so everybody understands DVI -- the prison at DVI  
8 is closing in the next year. And so we're going to kind  
9 of work through that and do everything we can to minimize  
10 the impact on staff down there. And I think it will be  
11 very successful as we have in the past, but I just want to  
12 bring that up to tell you that there will be another Board  
13 meeting, a short one, sometime in November to address the  
14 DVI closure and kind of put that on the table for  
15 everybody, as we move forward to recognize that closure,  
16 and outline the dairy operation that is there, and the HFM  
17 operation. So again, there will be a Board member --  
18 meeting sometime in November that we'll be scheduling here  
19 shortly.

20 ASSISTANT GENERAL MANAGER KANE: Good morning,  
21 Madam Chair and Board members. Nice seeing all of you.  
22 Also, I would like to welcome Chair Allison, Secretary  
23 Allison to this Board meeting and more to come, as well as  
24 new Board Member Troy Vaughn. Look forward to meeting you  
25 in person.



1 I'm Michele Kane, Assistant General Manager for  
2 External Affairs. Since our last Board meeting, of  
3 course, CalPIA has been doing an incredible job working  
4 through this pandemic, as Scott mentioned. Moving  
5 forward, we have been finding unique ways to honor both  
6 the incarcerated population as well as staff in our  
7 programs. They deserve the utmost respect and they've  
8 been working hard and they have been very dedicated  
9 through COVID.

10 We are wrapping up our Superior Accomplishment  
11 Awards and that is for staff members. A couple months  
12 ago, we held a digital graduation, and that was at the  
13 Central California Women's Facility. The women received  
14 their industry-accredited certifications. We followed all  
15 the health and safety guidelines. We provided a link to  
16 family members and they were so grateful to see their  
17 loved ones. As you can imagine, they haven't seen them  
18 for months and they were able to get on that link and see  
19 their loved ones. And the interaction was just priceless.

20 We plan to do more digital graduations in the  
21 future. And, of course, I will be welcoming you to those  
22 as well and it's just a sight to see. It's -- we can't be  
23 there in person, but we can do this via Zoom, so let's  
24 just do it and move forward. These are the times we are  
25 in.

1 External Affairs is also working on success  
2 stories. That's where I get the most joy out of doing  
3 what I do. We have a gentleman who contacted us. He just  
4 graduated from -- well just -- not just, but a few years  
5 ago. He graduated from our Dive program in Chino. And  
6 he's now working for Caltrans as an Equipment Operator II.  
7 He is -- he just loves his job. He is very grateful for  
8 CalPIA. He is doing extremely well. He is getting his  
9 Bachelor's degree in civil engineering. And I just love  
10 these stories. We are going to be doing a video with him.  
11 Of course, social distancing. I'm going to be meeting him  
12 in person. We're going to meet outside. And I set it up  
13 with Caltrans. And they are on board. So moving forward,  
14 I would like to work with other agencies and get other  
15 State agencies and get them to show -- show them what we  
16 are all about.

17 On the legislation front, I've been keeping an  
18 eye on a few bills. Of course, this legislative session  
19 has been like no other. It looks like the bills that I  
20 mentioned, they're not going anywhere any time soon right  
21 now.

22 AB 2028, this bill would require all State  
23 agencies to post all relevant documents regarding an  
24 agenda item 10 days in advance and all their materials.  
25 Right now, we post the Board agenda and some information

1 on the Internet at least 10 days out. The bill was  
2 amended and it was placed on the inactive file. The other  
3 few bills that I've mentioned at past Board meetings  
4 regarding license plates - these are specialized license  
5 plates - they are all being held up in the Assembly or  
6 Senate Transportation Committees right now.

7 We will continue to update you, of course,  
8 through our weekly updates. I hope you all are receiving  
9 those, our COVID-19 updates. And our newsletter should be  
10 out in the next couple of weeks. So look out for that.

11 And I just hope you all have a great rest of the  
12 week, and stay healthy, and safe.

13 And now, mask on.

14 Any questions, ask him.

15 No, I'm just kidding.

16 CHAIR ALLISON: All right. Thank you so much  
17 Michele. Anything else, Scott?

18 EXECUTIVE OFFICER WALKER: No.

19 CHAIR ALLISON: Okay. All right. We now move on  
20 to the portion of the meeting reserved for comments  
21 regarding the non-agenda items. Under the Bagley-Keene  
22 Act, the Board cannot act on items raised during the  
23 public comment, but may respond briefly to statements made  
24 or questions posed, it may request clarification, or refer  
25 the item to staff.

1           If a member of the public would like to make a  
2 comment or address the Board, please dial star six. Our  
3 meeting coordinator will place your call in order and call  
4 your name by the last four digits of your phone number  
5 when it's time for you to speak. Please make sure you  
6 announce your full name and affiliation before your  
7 comment, so we can make note on our records.

8           Any public comments?

9           BOARD SECRETARY MURRAY: (Shakes head.)

10          CHAIR ALLISON: None. Okay. Well, this  
11 concludes the Prison Industry Board meeting of October  
12 6th, 2020.

13          Is there a motion to adjourned the meeting.

14          BOARD MEMBER AGHAKHANIAN: (Hand raised.)

15          VICE-CHAIR SINGH: (Hand raised.)

16          BOARD SECRETARY MURRAY: Member Aghakhanian  
17 motions.

18          CHAIR ALLISON: Second?

19          BOARD MEMBER VAUGHN: I second.

20          CHAIR ALLISON: All in favor?

21          (Ayes.)

22          CHAIR ALLISON: All right. That concludes our  
23 Board meeting at 11:57. Close enough? Fifty-one. Oh,  
24 Sorry. Sorry.

25          All right. Thank you, everybody. Have a

1 wonderful day.

2           (Thereupon the California Prison Industry  
3 Authority Board meeting adjourned  
4 at 11:51 a.m.)

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C E R T I F I C A T E O F R E P O R T E R

I, JAMES F. PETERS, a Certified Shorthand Reporter of the State of California, do hereby certify:

That I am a disinterested person herein; that the foregoing California Prison Industry Board meeting was reported in shorthand by me, James F. Peters, a Certified Shorthand Reporter of the State of California, and was thereafter transcribed, under my direction, by computer-assisted transcription;

I further certify that I am not of counsel or attorney for any of the parties to said meeting nor in any way interested in the outcome of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand this 12th day of October, 2020.



JAMES F. PETERS, CSR  
Certified Shorthand Reporter  
License No. 10063