



PRISON ENTERPRISES

BOARD MEETING MINUTES

April 20, 2026

1. Chairman Shawn Sagrera called the April 20, 2026, Prison Enterprises' Board Meeting to order at 10:00 a.m. at PE Headquarters (HQ) in Baton Rouge, Louisiana (LA). Mrs. Labello conducted the roll call and announced that a quorum was present.
2. Attendance:
 - 2.1 **Board Members present:**
 - Thomas Dooley
 - Harvey Honore'
 - Neal Miller
 - Tim Travis
 - Shawn Sagrera
 - 2.2 **Board Members absent:**
 - Eric Lane
 - Chris Wisecarver
 - 2.3 **Prison Enterprises staff present:**
 - Joseph D. Buttross III, Director
 - Deloy Chapman
 - Brooke Farrar
 - Scot Floyd
 - Kenny Juneau
 - Beth Labello
 - Julia Lowe
 - Dylan Reames
 - Marcus Ryan
3. Mr. Sagrera called for announcements or comments.
 - a. Mrs. Labello announced that PE's annual Awards and Training Conference will be held at Oak Lodge Reception Center in Baton Rouge on May 13. All Board members were invited to attend.
4. Mr. Sagrera called for approval of the outstanding Board meeting minutes. Mr. Honore moved, seconded by Mr. Travis, to approve the minutes of the January 20, 2026, Board meeting. With no objections or discussion, the motion passed.
5. Mr. Sagrera turned the meeting over to Director Buttross, who discussed and/or announced the following:
 - a. Director Buttross introduced Mr. Thomas (Tommy) Dooley as PE's new Board Member, effective March 6, 2026. Mr. Dooley shared some background information about himself.
 - b. Over the past few months, Director Buttross and other PE staff have conducted site visits to all PE operations throughout the state. Director Buttross used these visits to familiarize himself with processes, products, and staff at each operation.
 - c. Director Buttross, Mr. Floyd, Mrs. Farrar, and Mr. Chapman attended the American Correctional Association (ACA) Conference in Long Beach, CA, on February 4-8, where they received PE's 3-year ACA reaccreditation certificate on February 7, 2026.
 - d. On April 13-16, Director Buttross, Mr. Floyd, Mr. Juneau, and Ms. Lowe attended the National Correctional Industries Association (NCIA) Conference in Jacksonville, FL.
 - e. PE partnered with the Louisiana Correctional Institute for Women (LCIW) to provide janitorial services for the Galvez Building. The contract was implemented on April 1.



PRISON ENTERPRISES BOARD MEETING MINUTES

April 20, 2026

- f. Director Buttross, Mr. Floyd, Mrs. Farrar, and Mr. Reames visited David Wade Correctional Center (DWCC) on March 19. They toured the agriculture operations and met with the facility's administration to discuss the future of the backgrounding operation. Mr. Dale Vaughn, who oversaw agricultural operations, resigned, and DWCC is seeking a replacement.
 - g. A timber contractor began harvesting timber at Winn Correctional Center (WCC) in March 2026. PE is looking into the possibility of harvesting timber at DWCC.
 - h. Applicable PE staff, in conjunction with DOC Legal, were monitoring House Bill 773 in the 2026 Regular Legislative Session, which proposes updating state procurement laws to prioritize purchasing goods and services from specific providers, including Prison Enterprises and nonprofits that support individuals with disabilities.
6. Director Buttross asked Mr. Floyd for his updates, and he stated that staff will soon be preparing for hurricane season and the fiscal year end (FYE). He then deferred to the Executive Staff to provide their departmental updates.
7. Director Buttross asked Mrs. Farrar for her updates, and she deferred to the Executive Staff to provide their departmental updates.
8. Director Buttross asked Mr. Ryan for his updates, and he reported the following:
 - a. He was working on a Request for Proposal (RFP) for Global Shop Solutions (GSS) as PE's new Enterprise Resource Planning (ERP) system. Accounting staff were working with a JD Edwards contractor to institute ACH payment capabilities for PE.
 - b. PE's mattress vendor, Fibrix, changed their name to VPC.
9. Next, Mr. Ryan provided the following financial updates:
 - a. The October 2025 final year-to-date (YTD) sales increased by \$2.9 million, and the final YTD net income increased by \$2.1 million compared to October 2024.
 - b. The October 2025 final monthly sales decreased by \$168,155, and the final monthly net income increased by \$246,176 compared to October 2024.
 - c. The November 2025 final year-to-date (YTD) sales increased by \$3.3 million, and the final YTD net income increased by \$2 million compared to November 2024.
 - d. The November 2025 final monthly sales increased by \$395,979, and the final monthly net income decreased by \$159,564 compared to November 2024.
 - e. The December 2025 final YTD sales increased by \$2.7 million, and the final YTD net income increased by \$1.8 million compared to December 2024.
 - f. The December 2025 final monthly sales decreased by \$541,395, and the final monthly net income decreased by \$175,234 compared to December 2024.
 - g. The January 2026 final year-to-date (YTD) sales increased by \$3 million, and the final YTD net income increased by \$2.1 million compared to January 2025.
 - h. The January 2026 final monthly sales increased by \$237,194, and the final monthly net income increased by \$356,807 compared to January 2025.
10. Director Buttross asked Mr. Chapman for his updates, and he reported the following:



PRISON ENTERPRISES BOARD MEETING MINUTES

April 20, 2026

- a. PE received its 3-year ACA reaccreditation certificate on February 7, 2026.
 - b. An ACA AM-H-2 monitoring site visit was conducted at DCI on March 25, at Elayn Hunt Correctional Center (EHCC) on April 8, and is scheduled for Southwest Transitional Work Program (SWTWP) on May 6.
 - c. DCI's ACA reaccreditation audit is scheduled for April 29-May 1.
 - d. PE's Office of Risk Management (ORM) audit was conducted on March 5, resulting in a 98.41% compliance score.
 - e. Mr. Chapman completed and submitted PE's new Americans with Disabilities Act (ADA)-required Website Accessibility Policy.
11. Director Buttross asked Ms. Lowe for the Sales and Marketing updates, and she reported the following:
- a. PE received 1 significant job order from:
 - i. Caddo Parish for mattresses and garments, totaling \$96,475.
 - b. PE received 3 significant quote requests from:
 - i. Concordia Parish Sheriff's Office for metal bunk bed drawers, totaling \$20,000.
 - ii. LSU Board of Supervisors wingback & conference chairs, totaling \$26,900.
 - iii. Lafourche Parish for mattresses, totaling \$53,000.
 - c. Sales and Marketing staff are scheduled to attend the LA Fire Chiefs Association's Annual Conference on April 29-May 1, in Slidell.
 - d. Sales and Marketing staff were working on the following potential sales leads:
 - i. Beauregard Parish's new jail and Washington Parish Sheriff's Office's new jail – both slated to open in 2028.
 - ii. Meeting with wardens and other potential clients in Desoto and Webster parishes, and other northern territories, as Ms. Lowe continued to search for a new PE Supervisor (North Louisiana territory sales representative).
12. Director Buttross asked Mr. Juneau for the industries updates, and he reported the following:
- a. Two (2) new generators were installed at Cold Storage and Distribution.
 - b. Freight Services purchased a used tractor truck.
 - c. A new FuelMaster System and tank readers were installed at Freight Services at Louisiana State Penitentiary (LSP).
 - d. The Canteen Package Program will have all 2026 1st Quarter Package program orders delivered by the end of the week.
 - e. License Plate Production completed most of the Office of Motor Vehicles' (OMV) fiscal year (FY) order, and was working on the remaining specialty plates. OMV submitted their FY 2026-27 order, consisting of 578,000 auto tags.
 - f. Raymond Laborde Correctional Center (RLCC) and SWTWP Clothing Production were working overtime to complete job orders.



PRISON ENTERPRISES
BOARD MEETING MINUTES

April 20, 2026

- g. Mattresses and Janitorial Supplies were awaiting a delivery of poly core mattresses to fulfill orders.
 - h. Office Seating and Embroidery were working overtime to complete job orders.
 - i. Cleaning Solutions is expected to begin working overtime this week.
 - j. Other industries will begin working overtime as needed to complete FYE orders.
13. Next, Director Buttross asked Mr. Reames for his updates, and he reported the following:
- a. Calving season was completed. LSP produced 1,611 calves, and EHCC produced 232 calves, totaling 1,843 calves.
 - b. PE plans to sell approximately 550 steers to Superior Livestock Auction after weaning in August. All remaining steers will be transported to DWCC for backgrounding and will be sold at 60 days weaned. All heifer calves will be transported to DCI Heifer Development.
 - c. Four (4) horses were sold at the Southwest Horse Sale, totaling \$26,600.
 - d. Approximately 500 acres of corn were planted at LSP. Herbicide applications were made, and fertilizer was applied.
 - e. Soybean planting was underway, with approximately 270 acres planted to date, and an estimated 1,500 acres remaining inside the levee. River conditions were being monitored to determine if planting an additional 500 acres outside the levee was possible.
 - i) Timber harvesting was underway at WCC, and a professional services contract for a new timber consultant was being finalized.
14. Mr. Sagrera stated that the next PE Board meeting will be held at LSP on July 20, 2026, at 10:30 a.m.
15. With no other business to discuss, the meeting adjourned at 10:35 a.m.

Approved by:


Joseph D. Buttross III, PE Director


Date