

PRISON ENTERPRISES

BOARD MEETING

August 20, 2024

1. Chairman Joseph Ardoin, Jr. called the meeting to order at 10:31 A.M. at Allen Correctional Center (ALC), in Kinder, Louisiana (LA). The roll call was conducted by Mrs. Labello.
2. Attendance:
 - 2.1 Members Present:
Joseph Ardoin, Jr., Chairman
Richard Oliveaux, Vice-Chairman
 - 2.2 Prison Enterprises Staff Present:
Misty Stagg, Director
Deloy Chapman
Brooke Farrar
Kenny Juneau
Beth Labello
Edna Palmer
3. Mr. Ardoin stated that a quorum was not present and the June 18 and July 16, 2024, Board meeting minutes could not be approved.
4. Mr. Ardoin stated that the September 17, 2024, scheduled Board meeting would be canceled due to a conflict in scheduling. He also noted that today's meeting would be abbreviated to allow time for a tour of the ALC Furniture Plant afterward.
5. Mr. Ardoin asked Mrs. Palmer for the financial update and she reported as follows:
 - a. The June 2024 preliminary monthly sales decreased by \$567,000 and the preliminary Year-to-Date (YTD) sales decreased by \$2.2 million compared to June 2023.
 - b. The July 2024 preliminary monthly sales decreased by \$195,000 and the preliminary YTD sales decreased by \$195,000 compared to July 2023.
 - c. Director Stagg pointed out that some cost center names were updated in the July financial statements.
6. Mr. Ardoin asked Mr. Juneau for his updates.
7. Mr. Juneau stated that Mr. Brandon Goodly was hired as PE Supervisor for the ALC Furniture Plant. He and Ms. Rosie Gradney, Quality Assurance Coordinator (QAC), were onsite to help facilitate the Plant tour.
8. Mr. Ardoin asked Mr. Chapman for his updates.
 - a. Mr. Chapman stated that the American Correctional Association (ACA) AM-H-2 monitoring site visit at Prison Enterprises (PE) Headquarters (HQ) is scheduled for August 28.
9. Mr. Ardoin asked Mrs. Farrar for her updates.
10. Mrs. Farrar began with an administrative update as follows:
 - a. Ms. Lauren Milliner began on July 15 in a job appointment as PE's new Procurement Analyst 3.
 - b. Ms. Caroline Hebert began on August 12 as the new Administrative Program Specialist A (Property Manager). Mr. Chapman has been assisting with training Ms. Hebert in her new role.
 - c. Interviews were conducted for the Administrative Program Director (APD) vacancy' however, the position was reposted to pursue additional qualified applicants.

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- d. The annual Canteen Standards Meeting was held on July 25 at PE HQ, and several new items were proposed to the Canteen Standards Committee and were approved.
 - e. PE's Procurement Analysts are working to establish 2025 contracts by early next year.
11. Next, Mrs. Farrar provided the agriculture updates as follows:
- a. Elayn Hunt Correctional Center's (EHCC) heifers were weaned and shipped to Dixon Correctional Institute (DCI) and the steers were sold on July 29 on the Superior Livestock Video Auction.
 - b. Louisiana State Penitentiary's (LSP) heifers were weaned and shipped to DCI and the steers were sold on August 19 on the Superior Livestock Video Auction.
 - c. The 2023 DCI heifers were palpated with an 85.2% pregnancy rate. Pregnant heifers were shipped to LSP and open heifers were sold at Amite Livestock sales.
 - d. Hay baling continued.
 - e. LSP's corn harvest was completed on August 16 and all corn contracts were fulfilled.
 - f. The soybean harvest is expected to begin on August 27.
 - g. The foals were looking good and were nearly ready for weaning.
 - h. The timber consultant is working on pesticide recommendations for B.B. "Sixty" Rayburn Correctional Center (RCC).
 - i. A discussion ensued on the challenges that PE faces in finding and training inmate workers in rangeherd, farming, and agriculture operations.
12. The group gathered for a tour of the Furniture Plant and the meeting adjourned at 11:04 A.M.


APPROVED
Misty Stagg, Director
4/9/25
Date