COMMISSION ON ACCREDITATION FOR CORRECTIONS

STANDARDS COMPLIANCE REACCREDITATION AUDIT

Arkansas Department of Correction
Arkansas Correctional Industries
Pine Bluff, Arkansas

April 16 – 17, 2025

VISITING COMMITTEE MEMBERS

Michael Killmer, Chairperson
ACA Auditor

Antony D'Cunha
ACA Auditor

A. Introduction

The audit of Arkansas State Correctional Industries (ACI), 6841 W 13the St., Pine Bluff, Arkansas, was conducted on April 16-17, 2025, by the following team members:

Mike Killmer, Chairperson
Tony D'Cunha, Team Member

The audit included the Central Office, and the Bus Factory located at the Arkansas Department of Correction (AR DOC) Tucker Unit located at 2400 State Farm Rd., Tucker Arkansas.

B. Plant Demographics

Bus Factory**:** 7 staff, which included:

1 Industrial Supervisor III
1 Industrial Supervisor II
4 Industrial Supervisor I
1 Arkansas DOC Custody Officer (Typical in all plants, and is a non-pull post)

C. Facility Description

Total Inmates Employed: 360
Security/Custody Level: Medium
Gender: Male
Full-Time Staff: 40
Administrative staff: 11
Program staff: 25
Other staff: 4 (Salesmen)

Arkansas Correctional Industries (ACI) is governed by Arkansas Code 12-30-200 and lists subsequent sections. ACI is established to provide job training and employment opportunities for inmates while generating revenue through the sale of goods and services. AR DOC is required to purchase goods and services from ACI whenever possible.

ACI's mission and vision and includes:

- Train and educate inmates in life skills and marketable job skills through various programs, enabling them to produce quality goods, products and services at competitive prices; in combination will aid in the reduction of recidivism.
- Provide a work setting which replicates private industry. The inmates once trained will permit ACI to expand the revenue capabilities of various tax supported agencies and nonprofit organizations by offering these groups quality goods and

services at competitive prices, revenue derived from these efforts will permit ACI, in turn, to expand its ability to train more inmates, in more fields, by opening new programs that will offer additional products and services to its customers.

- Generate sufficient funds from the sale of goods and services to be a self-supporting operation.
- Aid crime victims by contributing a portion of its proceeds from the PIECP program to the Crime Victims Compensation Fund.

The mission and purpose are updated annually, most recently March 2025, and is communicated to all staff.

ACI is dedicated to (2) two core principles:

1. Provide technical and behavioral job training to inmates that will increase their opportunity for successful reentry upon release.
2. Operate a self-sufficient business that mirrors a real-life work environment, at no cost to the taxpayers of Arkansas.

ACI is authorized to have up to 53 staff with the current staffing at 40 and the employment is authorized to have up to 500 inmates and is currently at 360. Products and services are diverse, including Graphic Arts, Auto Repair, Auto Painting, Metal Fabrication, Furniture Upholstery/Reupholstery, Chair Manufacturing, Athletic Pads, Sand Blasting, Powder Coating, Garments, Furniture, Vinyl, Toilet Paper, and Coffee/Tea.

ACI has established and maintains relationships with diverse business, labor, and community agencies. These include the Arkansas School Boards Association, institutions of higher education, municipalities, counties, military, and state agencies. During the first two years of the re-certification period ACI was engaged with a Prison Industry Enhancement (P.I.E.) non-profit, for contract manufacturing and services. The contract came to an end at the end of the second year. ACI is currently working investigating the possibility of a PIECP program with a commissary vendor.

ACI's history is rich and dynamic. Some highlights over the years include:

- Early 1970s: Graphic Arts was established and began at the Cummins Unit. This was relocated in 1985 to the Wrightsville Unit. This facility is now a full-service printer and engraver, producing printing products from conventional offset printing to the current digital market.
- Late 1970s: The Bus Factory was built behind the Tucker Unit and had inmates with mechanical, painting and upholstery and reupholstery refurbishing buses. In the late 1980s they added a program to build and install recreational safety pads for school gymnasiums and fields. Currently along with auto repair and painting they have five welding machines and a plasma cutter. The Tucker Bus program employs 100 inmates, which is currently one tenth of the entire Tucker Unit population.

- Late 1970s: The Garment Division was created to make all Arkansas Department of Correction's clothing. This plant now does customized polo and dress shirts, uniforms, bags, and flags.
- Early 1980s The Furniture Division was started at the Wrightsville Unit. This has become ACI's shining star program. It was said that the first desk manufactured was made from a tree cut down on the unit grounds. Through the years the business expanded and they added a new building and moved the assembly and lamination areas to a new building. The equipment has since been updated which allows the program increased capacity in a safer environment. Over the years more product lines were added such as dorm furniture and panel systems. The quality of office furniture and school product line is a quality unmatched.
- Late 1980s The Vinyl Division was established. Products that are made from vinyl bindery which includes screen-printing on shirts, binders, conference folders, memo pads, portfolios, mouse pads, bumper stickers, flags, banners, and street signs.
- 2012 The Toilet Paper Division began at the Hawkins Unit and has since moved to the ACI Warehouse. This program provides coreless toilet paper to all AR DOC, jails, and county sheriff's office.

Currently, the largest operation is the Garment Division located at the Cummins Unit, employing approximately 100 inmates. Second largest is the Bus Factory located at the Tucker Unit, employing approximately 84 inmates.

D. Pre-Audit Meeting

Mike Killmer and Tony D'Cunha met on April 16, 2025, with the ACI Administrator, Eddie Powell in the ACI office 6841 W 13th St., Pine Bluff, Arkansas, to discuss the information provided by the Association staff and the officials from ACI.

The chairperson divided standards into the following groups:

Standards # 2-CI-1A-1 through #2-CI-5A-8 to Mike Killmer
Standards # 2-CI-6A-1through #2-CI-6G-2 to Tony D'Cunha

E. The Audit Process

1. Transportation

   The team was escorted to the facility by AR DOC ACA Specialist, Shelly Jones.

2. Entrance Interview

   The entrance interview was completed on April 16, 2025, in the ACI Administrators office. Mike Killmer and Tony D'Cunha met with Eddie Powell, Administrator of Arkansas Correction Industries.

The team expressed the appreciation of the Association for the opportunity to be involved with the ACI reaccreditation process.

The following persons were in attendance:

- William Straughn, ADC Deputy Director
- Gaylon Lay, Deputy Director of Residential Services/Industries
- Eddie Powell, ACI Administrator
- David Taylor, Industry Operations Manager
- Tabetha Berry, Industry ACA/Inventory Control Manager
- Jacob Higgins, ADC Fire & Safety Lieutenant
- Shelly Jones, ADC ACA Specialist

It was explained that the goal of the visiting team was to be as helpful and non-intrusive as possible during the conduct of the audit. The Chairperson emphasized the goals of accreditation toward the efficiency and effectiveness of correctional systems throughout the United States. The audit schedule was also discussed at this time.

3. Facility Tour

The team toured the Bus Factory located at the AR DOC Tucker Unit from 8:30 a.m. to 11:30 a.m. The following persons accompanied the team on the tour and responded to the team's questions concerning facility operations:

- Eddie Powell, ACI Administrator
- David Taylor, Industry Operations Manager
- Jacob Higgins, ADC Fire & Safety Lieutenant
- Shelly Jones, ADC ACA Specialist
- Tabetha Berry, Industry ACA/Inventory Control Manager

Facility notices were observed throughout the plant.

4. Conditions of Confinement/Quality of Life

During the tour, the team evaluated the over-all working conditions of each plant. The following narrative description of the relevant services and functional areas summarizes the findings regarding the quality of life.

Security

The AR DOC Fire & Safety is responsible for ACI security operations, and ensures compliance with security policies, procedures, standards, and with AR DOC institution staff to coordinate security practices. ACI staff implement the security requirements of the host institution, along with plant-specific behavioral rules developed by the Program Manager and the Industry Operations Manager.

The daily routine and security procedures are designed to minimize disruption of operations without compromising facility security. Counts, completed on the same schedule as the host institution, is the most common interruption during the workday. Other interruptions include scheduled appointments with institution staff or release preparation activities.

Key Control

At the seven (7) plants, the Program Manager and Industrial Supervisors receive building and emergency keys from the institution's Master Control Room. During the workday, the Program Manager issues specialty keys, for storage areas, chemical areas and the like that are stored in a locked box located inside an office secured by a locking steel door.

All ACI Plants use an issuance log to document issue/return activities, that is verified at the beginning and end of each shift, and prior to lunch. Formal audits are completed monthly, quarterly, and annually.

Key issuance procedures are similar in other plants and include a chit system.

Staff complete an incident report when key rings or keys are lost, damaged or inoperable. Lost keys cause all movement to stop until recovered. Damaged or inoperable keys are disposed of by the Institutions Key Officer.

A spot check of key rings and inventories found compliance with procedures and well maintained. Formal audit documentation was reviewed and found to be thorough and consistently reported. Documentation from other plants reported compliance with policy and procedures.

Tool Control

ACI plant operations require various tools to accomplish each plant's specific mission. All tools are handled and maintained according to Arkansas DOC policy.

AR DOC identifies two classes of tools:

- Hazardous A: Tools that could cause an escape.
- Non-hazardous B: Tools considered non-hazardous, and staff monitor offender use

All tools are stored in designated tool rooms on shadow boards that are outlined in black. It was recommended that the outlines be filled in to make a shadow. It was also recommended that A tools be shadowed in Red to immediately differentiate it as an "A" tool.
It was recommended that all moveable tool carts be stored over an outline on the floor that includes an inventory of all the contained tools.
All tools are issued by use of a chit system as well as being documented on a

standard form.

Contraband

Search and contraband activities at each plant are coordinated by the Warden/designee. Staff receive related training during initial and in-service training, and procedures are included in post orders.

Offenders are provided contraband information during initial orientation to the institution and by plant staff. Contraband is also addressed in the offender handbook and posted plant rules.

Unannounced searches are completed two to three times per week, with complete searches accomplished at least twice a year. Regional AR DOC staff complete dog searches at least two times per month at each institution plant. Inmates are pat searched at a minimum when entering and leaving the plant and must pass through a metal detector. It was noted that due to the large number of tools at the Bus Factory, all inmates are stripped searched when leaving.

Plant contraband is turned over to institution staff for disposition. AR DOC contraband procedures are well-defined and include bagging and tagging with identifying information, and documentation of chain-of-custody exchanges. There were no criminal charges resulting from plant contraband.

Procedures utilized at the other plants are similar to those observed at the Bus Factory.

Information/Data Systems

ACI adheres to the security authorization standards promulgated by AR DOC for its information systems, and security protocols are found in the Statewide Information Security Manual. The manual includes 17 policies and procedures that address access control, security assessment, authorization, and personnel security.

Each AR DOC Division Head/designee periodically engages in a Security Impact Analysis, that is part of the broader change management system. This analysis is risk-based and is used to determine how specific changes may have affected the security state of the system and the need additional security controls.

Special Management and Restrictive Housing

Special Management and Restrictive Housing is a function of the host institution.

Environmental Conditions

ACI workplace safety efforts are coordinated by the AR DOC Fire & Safety Administrator, who is responsible for job safety analysis, investigating serious

incidents, accidents, and injuries. He also conducts routine safety and emergency management inspections and takes immediate action to correct safety concerns. AR DOC's safety efforts are based on prevailing EPA and OSHA standards.

AR DOC's Safety Program centers on the *State Employee's Workplace Requirements Program for Safety and Health*, which focuses on hazards, and substances manufactured, generated, and/or used in production. AR DOC's *Comprehensive Correctional Safety and Health Program*, including AR DOC's *Safety Policy and Procedure Manual*, is implemented in each plant. These provisions are communicated to staff, offenders, and contract agencies.

AR DOC maintains a Safety, Occupational, and Environmental Health (SOEH) Office which coordinates agency compliance with OSHA standards. OSHA 300 logs are maintained to record, evaluate and report the safety of a workplace. The logs are also used to analyze plant hazards, enhance offender and staff protections, and to reduce or eliminate hazards.

SOEH staff communicate changes in safety, occupational and environmental health laws, regulations, codes, policies, and standards to all branches of the Department. Assistance and guidance are provided to Safety Committees upon request.

Each plant has an active Safety Committee comprised of management and non-management staff and routinely considers input from offenders. The Committee meets at least quarterly, and address plant safety procedures, provides input into policy/procedure development, inspect designated buildings and make recommendations resulting from accident and safety inspections, injury reports and inmate injuries. The Committee reviews all staff injury incident reports to identify injury and illness trends, and develop goals and strategies to reduce them.

Plant emergencies, safety responses, and staff responsibilities are discussed during basic and annual in-service training. Policy requires all associated individuals to correct or report hazards to their supervisor or safety representative.

Each plant develops preventive maintenance plans that include areas such as life safety, security, and frequency of inspections/maintenance. Electrical and mechanical equipment is regularly maintained, serviced, and inspected at recommended intervals.

The Arkansas State Fire Marshal performs audits annually, as well as the AR DOC Fire & Safety Coordinator who also performs an annual inspection, which also includes unannounced walk throughs. Each Unit where the plants are located have a Fire & Safety Officer that performs monthly inspections.

Flammable/Toxic/Caustic

ACI adheres to the AR DOC Hazard Communication Program, that guides the use of flammable, toxic, and caustic materials through information sharing, training, and establishment of policy and procedures. The program's purpose, content and

requirements are provided during initial employee and offender orientation and is available to staff on-line.

Training includes:

- The location and availability of the written hazard communication program
- Hazards associated with chemicals
- Understanding and usage of labels and Safety Data Sheets (SDS)
- Identification, recognition, and control of specific chemicals in the work place
- Specific safety procedures such as work practices and personal protective equipment
- Spills and physical contact with hazardous materials

All contractors working on property owned or operated by AR DOC are informed by the safety representative/designee of hazardous chemicals the contractor's employees may be exposed. Contractors that bring hazardous chemicals onto department property must have SDS available on site. These activities are documented.

The Plant Manager/designee conducts a daily inspection related to the sanitation, safety, and cleanliness of the plant. Weekly inspections are completed by the plant Safety Specialist who is trained by CSI's Safety Consultant. The Safety Specialist and members of the Safety Committee complete monthly inspections. Additionally, policy requires employees to report any related concerns to their immediate supervisor.

At the seven (7) plants, bulk chemicals are received from the vendors stored inside the plants as well as in secure sheds. The sheds also contain a perpetual inventory and current SDS. Daily use chemicals are distributed to the point of use in plastic, quart spray bottles. Bottles are stored, with corresponding SDS, in a secure cabinet which only staff access. Issuance activities at all locations are documented via perpetual inventories.

Bulk and point of use storage areas were found to be well-maintained, clean, and inventories comprehensive and accurate. Chemicals in all areas were observed to be correctly used, inventoried, and controlled. Eyewash stations are available in areas where chemicals are dispensed.
Documentation indicated required inspections are completed and documented thoroughly.

Documentation indicates similar procedures are in place at the other ACI plants.

Sanitation

Team members noted that the industries plants visited were very clean, organized and good housekeeping practices were in place. Empty spray bottles are filled at a mixing station and properly stored. Workers were well trained and supervised. SDS sheets for the cleaning chemicals were easily available in work areas.

The ADC Fire & Safety Lieutenant completes regular Sanitation and Hygiene Audits in each industries plant. The most recent report was reviewed and determined to have no major deficiencies being identified. Any minor deficiencies noted were immediately addressed and corrected.

Fire Safety

Staff receive fire/safety training during pre- and in-service training, and related procedures are included in operational manuals. Offenders receive information during orientation to the job site, and task-specific training. Staff and offenders are also provided equipment-specific instructions regarding safe use and maintenance.

ACI's fire protection plan, last approved by Arkansas Fire Marshal in March of 2025, ACI's provide for an automatic fire alarm system, fire prevention practices, inspections, testing, and annual inspections. This plan mirrors AR DOC policies and is reviewed annually.

Fire safety equipment throughout the ACI plants includes sprinkler systems and fire extinguishers, fire alarm panels. Additional equipment varies in the various plants.

Special containers are available for flammable liquids and for rags used with flammable liquids. All receptacles are emptied and cleaned daily.

Written evacuation plans are posted in conspicuous, unobstructed locations in each plant, for review by the public, staff, and offenders. Plans include location of the building floor plan, emergency lights, lighted exit signs, location of extinguishers, fire alarm pull stations, eye wash stations, chemical cabinets, and directional arrows for traffic flow.

Quarterly fire evacuation drills are completed and documented by the Program Manager in conjunction with the Unit Fire & Safety Officer. Evacuation procedures include orderly movement to the designated assembly points, and a final sweep of the plant by staff. After the building is cleared, staff line up the inmates for count and when the count has cleared all individuals return to their original location.

In the event of failure, staff implement *Fire Protection Systems Out of Service* procedures, that include immediately notifying the local fire department and the AR DOC Fire & Safety Lieutenant. If required by the ACI Fire & Safety Lieutenant, buildings are evacuated or approved fire watch procedures are

implemented until the fire protection system returns to service.

Throughout the plants, fire protection equipment and egress doors were visible, there was exit signage, and evacuation routes were not obstructed. Primary evacuation doors remain unlocked.

Food Service

Inmate meals are provided by the associated institution. The ACI purchases the temperature controlled hot box units for safe transfer of the inmate's meal to the factory.

Medical Care

Medical care is provided by the associated institution.

Recreation

Recreation is provided by the associated institution.

Religious Programming

Religious programs are provided by the associated institution.

Offender Work Programs

Work in ACI is voluntary. Inmates complete an application which is reviewed by the unit staff. Upon hiring all inmates receive training in the industries they are working.

Administrative
ACI's current table of organization includes general duties of various leadership positions, administrative levels, management functions, lines of authority, and identification of similar functions and services. This document is available to all staff.

Key positions include:

- Administrator: The Administrator is responsible for establishing ACI's Organization Plan, with annual reviews, which clearly designates lines of responsibility, authority, and support. The Administrator is responsible for the creation of an annual Strategic Plan, in concert with AR DOC staff.
- Industry Operations Manager: The Industry Operations Manager is responsible for all operations and scheduling.

- Industry ACA/Inventory Control Manager: The Industry ACA/Inventory Control Manager is responsible for inventory management and ACA compliance oversight.

Legal Assistance

By statute, ACI is required to comply with all applicable federal laws and guidelines required by the federal Prison Industry Enhancement Certification Program (Justice Assistance Act of 1984: Public Law 98-473, Section 819).

The Arkansas Attorney General and the Department of Justice consult with the AR DOC Office of General Counsel and the Chief Deputy Secretary of Operations and ACI staff on matters of interest that require legal assistance and/or legal opinion.

New products

Procedures for the introduction of new products include presentation of a written justification outlining the need for a new product, and a product cost sheet to the Operations Manager (OM). Pricing includes raw material used in production, equipment operation costs, plant overhead and mark-up percentages. The OM then submits the request to the ACI Administrator for review and determination.

Product Support

ACI procedures for product discounting include submission of a written request to the ACI Administrator for consideration, who has the authority to provide up to a 5% discount. It was noted that the AR DOC Director has the authority to provide an additional 5%. Without exception, only the ACI Administrator and/or the AR DOC Director authorizes discounts on any product sold by ACI.

Unless stated otherwise, materials and workmanship are warranted for the following:

- Furniture – Lifetime warranty against defective materials and workmanship (unless purchased second hand) This lifetime warranty is valid for the original purchaser.
- All seating is covered under a 5-year warranty; however, this does not cover abuse or misuse of the product. This warranty is valid for the original purchaser.
- Indoor athletic gymnasium pads are warranted for five years.
- Outdoor athletic sports fields pads are warranted for two years.

During the warranty period, which starts on the date of the customer acceptance, defective products are repaired or replaced at the discretion of ACI.

Internal/External Relationships

The ACI Program Manager typically attends the Warden's weekly Department Head meetings. Participation facilitates coordination of activities with all departments associated with plant operations.

Employee Job Descriptions

Each employee job description includes duties, responsibilities, and requirements for each position. Additional information includes pay, work schedules, and American Disabilities Act (ADA) considerations. Job descriptions are available online.

Drug-free Workplace

ACI complies with AR DOC's mandated drug and alcohol-free workplace policies. Policy requires testing for five specific drugs and includes provisions for other drugs as based on evidence or need.

Staff are subject to reasonable suspicion testing, post-incident testing, and are required to self-report if they are arrested, charged, or convicted of drug-related offenses. Other provisions include random/pre-employment/reasonable suspicions testing and testing for safety-sensitive jobs and functions. Test refusal is considered insubordination, and staff may be subject to disciplinary action up to and including dismissal.

Staff Orientation

Training for all new AR DOC employees included policies regarding staff rules and regulations, staff rights, and harassment in the workplace. Other topics include grievance procedures, progressive disciplinary process, EEO provisions, and general conditions of employment.

Training also includes a formal orientation to their assignments, including additional training as needed. Participation is verified by staff signature and included in their personnel file.

Fiscal Management

ACI complies with AR DOC's fiscal control measures in accordance with Generally Accepted Accounting Principles (GAAP). Compliance includes accountability and safeguarding of funds, and an audit trail of all transactions. Elements include sales/revenue tracking and forecasting, revenue reporting, and the summary *Controller's Report*.

ACI utilizes the Arkansas *Financial System referred to as (AASIS) – Fixed Asset System* to record and track assets within the Department. The policy provides guidance in the acquisition, classification, control, maintenance, transfer, inventory, surplus, and disposition of fixed assets.

Offender Orientation

Offenders participate in plant orientation, prior to assuming their job duties. Areas discussed include:

- Plant mission
- Vision of ACI
- Core values
- Requirements for maintaining employment
- Safety
- Disciplinary procedures

Offender Job Descriptions

Offenders are provided job descriptions which are discussed in detail and documented. Job descriptions include:

- Specific daily/weekly duties
- Monthly duties
- Incentive wages
- Safety programs/procedures
- Plant regulations and rules

Staff formally evaluate offender performance on a regular basis, addressing at least the following elements:

- Ability to accomplish responsibilities
- Areas in need of improvement
- Core values
- Incident reports or warnings

The reviews are forwarded to the Case Manager for use related to institutional activities and preparing parole reports.

Work Incentives

Inmates' participation in ACI can result in a reduction in sentence. ACI offers a number of Incentivized Training Programs. Upon inmate completion of any of ACI program, the Program Manager provides documentation to the institutions unit team that identifies the Inmate Name, ID Number, and the incentivized training program that was completed. The following is a list of the Incentivized Training Programs:

Once received by the ACI DOL Coordinator, it is entered into EOMIS (Electronic Offender Management Information System) and he is awarded the amount of good time that AR DOC Policy allows.

The following are Incentivized Training Programs:

Assembly	Autobody	Bindery Operator
Computer Operator	Database Mgmt.	Graphic Design
Inventory Mgmt.	Office Administration	Powder Coating
Press Operator	Quality Control	Refurbishing
Sand Blasting	Serger Machine Sewing	Single Needle Sew
Furniture	Tool Room	Upholstery
Welding		

Discipline

ACI observes AR DOC's disciplinary process which includes rules, disciplinary procedures, sanctions, and includes ACA required safeguards for formal and informal resolution of violations.

Informal resolution is the most used and efficient approach, and the most common sanction is laying the offender off from work, typically for up to five days. Major violations typically result in immediate removal.

Grievance

ACI Inmates have access to formal and informal grievance processes that are addressed in AR DOC orientation and are included in the resident handbook. Provisions include staff reprisals, submission requirements, time frames for resolution, emergency grievances, and an appeal process.

Plant-related grievances are addressed through the institutional grievance program. ACI staff and inmates reported that informal resolution is the most common approach.

Staff reported there were no reports received alleging harassment, corporal or unusual punishment, humiliation, mental abuse, or punitive interference. There were no EEO complaints received during the audit period.

ADA

ACI observes provisions of Title II (Subtitle A) of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. ACI works to ensure equal access to reasonable accommodation to all otherwise qualified individuals for available jobs. If the offender is found to be disabled, but otherwise qualified, and the job and accommodations can be provided, the offender is placed into the job.

The inmate can initiate reasonable accommodations by submitting a written request to their Case Manager, which is then reviewed by ADA-trained specialists at the institution, and Department staff.

Public safety, health, safety, and security of all offenders and staff take priority in accommodation decisions. Policy provides provisions for appealing unfavorable decisions.

Academic and Vocational Education

Academic and vocational education is provided by the associated institution.

Social Services

Screening/Placement
Upon entering AR DOC at a regional Reception Center, inmates participate in a general orientation. The inmate is provided written descriptions of all available services, programs, work opportunities, and ACI options. Inmates are encouraged to participate in as many program offerings as possible to better prepare for ACI consideration.

At the inmates' request, the Case Manager initiates activities required for plant placement which includes screening by the Case Manager, correctional supervisor, and Division classification staff.

Inmates are provided with written eligibility requirements and benefits of participation.

Release Preparation
Each of the 8 different industrial divisions has a program which provides the inmates with a certification in that specific industry.

The staff were observed providing inmates training in the specific plant industrial operation, with a goal to assist them in achieving a sense of accomplishment, and a marketable skill, which will ultimately provide them success upon their release.

Visitation

Visitation is provided by the associated institution.

Library Services

Library services are provided by the associated institution.

Laundry

Laundry services are provided by the associated institution.

F. Examination of Records

Following the facility tour, the team proceeded to the large conference room to review the accreditation files and evaluate compliance levels of the policies and procedures. Documentation from each ACI plant was included in the review.

The facility has had no notices of non-compliance with local, state, or federal laws or regulations.

1. Litigation
   Over the last three years, ACI has had no consent decrees, class action lawsuits or adverse judgments.

2. Significant Incidents/Outcome Measures
   Based on a review of the data included in the Significant Incident Summary and Outcome Measures, along with team observations during the site visits, the numbers are consistent with ACI's overall mission and security level of the respective plants.

3. Plant Visits

   The team toured all production, storage, and exterior areas of the Bus Factory. ACI's department building, toured on the first and second days.

   Staff were observed competently and professionally discharging their duties. Staff demonstrated a working knowledge of job expectations responsibilities, and staff readily and thoroughly answered all questions from the team.

   Inmates were observed in work assignments and movement to lunch. They presented themselves as respectful, relaxed, interested in their activities and responsive to staff directives. The inmates were well spoken, polite, and expressed an appreciation for the employment opportunities.

   The staff and offenders were observed sharing mutually respectful interaction, in an environment that was structured and busy, yet calm.

4. Shifts

   All ACI plants are operational only during the day shift.

5. Status of Previously Non-compliant Standards/Plans of Action

   There were no non-compliant standards/plans of action arising from the previous audit.

G. Interviews

During the audit, team members met with both staff and inmates to verify observations and/or to clarify questions concerning plant operations.

1. Offender Interviews

   The team interviewed approximately 35 inmates. Simply stated, there were no issues or concerns mentioned, and inmates spoke favorably of their job in the factory, and reported feeling safe, respected, and well prepared for, and looking forward to release.

2. Staff Interviews

   The team spoke with approximately ten staff. Staff acknowledged feeling respected by supervisors and their concerns are well-received. Staff offered positive comments about personal safety, employee benefits, and a high level of teamwork and mutual respect.

H. Exit Discussion

The exit interview was held at 09:45 a.m. in the AR DOC Directors conference room.

The following 14 persons were in attendance:

- Mike Killmer ACA Chairperson
- Antony D'Cunha ACA Team Member
- Dexter Payne, Arkansas Department of Corrections (AR DOC) Director
- Linda Sanner, AR DOC Executive Assistant to the Director
- Dale Reed, AR DOC Chief Deputy Director
- Gaylon Lay, AR DOC Assistant Director
- Andrea Culclager, AR DOC Deputy Director
- Eddie Powell, Arkansas Correction Industries (ACI) Administrator
- David Taylor ACI Operations Manager
- Tabetha Berry, ACI Inventory Control Manager/ Compliance
- Jacob Higgins, Fire & Safety Lieutenant
- Shelly Jones, AR DOC ACA Specialist
- Rand Champion, AR DOC Communications Director
- Heather Holley, AR DOC Public Information Coordinator

The chairperson explained the procedures that would follow the audit. The team discussed the compliance levels of the mandatory and non-mandatory standards and reviewed their individual findings with the group.

The Chairperson expressed appreciation for the cooperation of everyone concerned and congratulated the facility team for the progress made and encouraged them to continue to strive toward even further professionalism within the correctional field.

AMERICAN CORRECTIONAL ASSOCIATION

AND THE

COMMISSION ON ACCREDITATION FOR CORRECTIONS

COMPLIANCE TALLY

Manual Type	Performance-Based Standards for Correctional Industries, Second Edition
Supplement	N/A
Facility/Program	North Carolina Correctional Enterprises (Industries)
Audit Dates	April 16 – 17, 2024
Auditor(s)	Mike Killmer, Chair & Tony D'Cunha, Team Member

	MANDATORY	**NON-MANDATORY**
Number of Standards in Manual	8	74
Number Not Applicable	0	1
Number Applicable	8	73
Number Non-Compliance	0	0
Number in Compliance	8	73
Percentage (%) of Compliance	100%	100%

- Number of Standards *minus* Number of Not Applicable *equals* Number Applicable
- Number Applicable *minus* Number Non-Compliance *equals* Number Compliance
- Number Compliance *divided by* Number Applicable *equals* Percentage of Compliance

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Arkansas Department of Correction
Arkansas Correctional Industries
Pine Bluff, AR

April 16 – 17, 2025

Visiting Committee Findings

Non-Mandatory Standards

Non-Compliance

None.

COMMISSION ON ACCREDITATION FOR CORRECTIONS STANDARDS

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Arkansas Correctional Industries
Pine Bluff, AR

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Visiting Committee Findings

Mandatory Standards

Non-Applicable

None.

COMMISSION ON ACCREDITATION FOR CORRECTIONS STANDARDS

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Arkansas Correctional Industries
Pine Bluff, AR

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Visiting Committee Findings

Non-Mandatory Standards

Non-Applicable

Standard #2-CI-6C-7-2

PART TIME STAFF AND CONTRACT PERSONNEL SHALL RECEIVE PROFESSIONAL DEVELOPMENT/TRAINING IN AREAS RELEVANT TO THEIR POSITION AS IDENTIFIED BY THE AGENCY.

FINDINGS.

Arkansas Correctional Industries does not have any part-time or contract personnel.

Significant Incident Summary

This report is required for all **residential** accreditation programs.

This summary is required to be provided to the Chair of your visiting team upon their arrival for an accreditation audit and included in the facility's Annual Report. The information contained on this form will also be summarized in the narrative portion of the visiting committee report and will be incorporated into the final report. Please type the data. If you have questions on how to complete the form, please contact your Accreditation Specialist.

This report is for Adult Correctional Institutions, Adult Local Detention Facilities, Core Jail Facilities, Boot Camps, Therapeutic Communities, Juvenile Correctional Facilities, Juvenile Detention Facilities, Adult Community Residential Services, and Small Juvenile Detention Facilities.

Facility Name: Arkansas Correctional Industries (ACI)
Reporting Period: January 2024 – December 2024

Incident Type	**Months** ⇨	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**	**Total for Reporting Period**
Escapes		0	0	0	0	0	0	0	0	0	0	0	0	0
Disturbances*		0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Violence		0	0	0	0	0	0	0	0	0	0	0	0	0
Homicide*	Offender Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
	Staff Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
	Other Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
Assaults	Offender/ Offender	0	0	0	0	0	0	0	0	0	0	0	0	0
	Offender/ Staff	0	0	0	0	0	0	0	0	0	0	0	0	0
Suicide		0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Compliance with a Mandatory Standard*		0	0	0	0	0	0	0	0	0	0	0	0	0
Fire*		0	0	0	0	0	0	0	0	0	0	0	0	0
Natural Disaster*		0	0	0	0	0	0	0	0	0	0	0	0	0
Unnatural Death		0	0	0	0	0	0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0	0	0	0	0

**May require reporting to ACA using the Critical Incident Report as soon as possible within the context of the incident itself.*

		Correctional Industries – Arkansas **Jan 1, 2024 - Dec 31, 2024**		
Standard	**Outcome Measure**	**Numerator/Denominator**	**Value**	**Calculated O.M**
1A	(1)	Total number of accidents resulting in injury in industries shops in the past 12 months.	10	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	2.19
	(2)	Total inmate work hours lost in the past 12 months as the result of accidents.	31	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	6.80
	(3)	Number of violations identified by external agencies such as OSHA or its state counterpart in the past 12 months.	0	
	divided by	Highest number of industry shops that operated at any time in the past 12 months.	9	0
	(4)	Number of worker compensation claims filed by inmate workers in the past 12 months.	0	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0
	(5)	Number of worker compensation claims decided in favor of inmate workers in the past 12 months.	0	
	divided by	Number of worker compensation claims filed by inmate workers in the past 12 months.	0	0
	(6)	Number of worker compensation claims filed by correctional industries staff, volunteers and contractors in the past 12 months.	0	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0

	(7)	Number of worker compensation claims filed by correctional industries staff, volunteers and contractors resolved in favor of the complainant in the past 12 months.	0	
	divided by	Number of worker compensation claims filed by correctional industries staff, volunteers and contractors in the past 12 months.	0	0
1B	(1)	Number of emergency events that interrupted production in the past 12 months.	7	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	1.54
	(2)	Number of hours that industry operations were suspended due to industry emergency events in the past 12 months.	24	
	divided by	Number of emergency events in the past 12 months.	4	6
	(3)	Total time between start of emergency events and appropriate response in the past 12 months.	15 min.	
	divided by	Number of emergencies in industries in the past 12 months.	4	3.75
2A	(1)	Number of security events that interrupted production in the past 12 months.	18	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	3.95
	(2)	Total number of inmate work hours lost due to security events in the past 12 months.	10,255	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0.02
2B	(1)	Number of times serious contraband was discovered in work areas in the past 12 months.	3	
	(2)	Number of times serious contraband was discovered in work areas in the past 12 months.	3	
	divided by	Total number of industries shops that operated in the past 12 months.	9	0.33
	(3)	Number of times other contraband was discovered in work areas in the past 12 months.	0	
	(4)	Number of times other contraband was discovered in work areas in the past 12 months.	0	

	divided by	Total number of industries shops that operated in the past 12 months.	9	
2C	(1)	Number of incidents in which information or operating system security was breeched in the past 12 months.	0	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0
3A	(1)	Number of inmate workplace violations in the past 12 months.	1	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	2.19
	(2)	Number of inmates terminated from industries due to workplace violations in the past 12 months.	13	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	2.85
4A	(1)	Number of inmate workers who found employment upon release in the past 12 months.	n/a	
	divided by	Number of inmate workers who were released in the past 12 months.	42	n/a
	(2)	Number of inmate workers who received vocational and/or educational training during or prior to assignment to industries.	864	
	divided by	Number of inmate workers who were assigned to industries in the past 12 months.	1,170	0.74
	(3)	Number of competency certificates awarded to inmate workers in the past 12 months.	482	
	divided by	Number of inmate workers assigned to industries in the past 12 months.	1,170	0.41
	(4)	Average number of hours per week shops were open in the past 12 months.	320	
	divided by	40 hours.	40	8
5A	(1)	Number of grievances pertaining to industries resolved in favor of inmates in the past 12 months.	0	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0
	(2)	Total number of inmate grievances pertaining to industries in the past 12 months resolved in favor of inmates.	0	

	divided by	Total number of inmate grievances pertaining to industries in the past 12 months.	1	0
	(3)	Total number of inmate court suits alleging violation of inmate rights pertaining to industries resolved in favor of inmates in the past 12 months.	0	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0
	(4)	Total number of inmate court suits alleging violation of inmate rights pertaining to industries resolved in favor of inmates in the past 12 months.	0	
	divided by	Total number of inmate court suits alleging violation of inmate rights pertaining to industries filed in the past 12 months.	0	0
6A	(1)	Number of adverse legal findings against correctional industries in the past 12 months.	0	
	(2)	Cost of warrantee repairs in the past 12 months.	$3,554.83	
	divided by	Total sales for the past 12 months.	**$6,723,833.11**	5.29
	(3)	Number of customer complaints in the past 12 months.	66	
	divided by	Number of customer complaints for the previous 12 months.	42	1.57
	(4)	Number of on-time deliveries in the past 12 months.	3,223	
	divided by	Number of deliveries in the past 12 months.	3,434	0.94
	(5)	Total hours industry operations were suspended in the past 12 months due to physical plant events	3,408	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0.07
	(6)	Total number of lost work hours due to inmate callouts in the past 12 months.	104,894	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0.23
6B	(1)	Total number of inmate work hours lost in the past 12 months due to searches.	5,152	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0.01

	(2)	Total number of inmate work hours lost in the past 12 months due to security measures such as counts and lockdowns.	1,885	
	divided by	Total number of hours worked by inmate workers during the past 12 months.	455,663	0.004
	(3)	Number of awards and recognition from external sources in the past 12 months.	0	
	(4)	Number of positive media coverage items relating to correctional industries in the past 12 months.	0	
6C	(1)	Number of individual correctional industries staff that left correctional industries employment for any reason in the past 12 months.	4	
	divided by	Average number of full-time equivalent correctional industries staff positions in the past 12 months.	60	0.07
	(2)	Average number of full-time equivalent correctional industries staff employed in the past 12 months.	285	
	divided by	Average number of full-time equivalent correctional industries staff authorized in the past 12 months.	368	0.77
	(3)	Total number of professional development training credit hours earned by correctional industries staff participating in higher education in the past 12 months.	0	
	divided by	Average number of full-time equivalent correctional industries staff employed in the past 12 months.	285	0
	(4)	Number of disciplinary actions against staff in the past 12 months.	0	
	divided by	Average number of full-time equivalent correctional industries staff employed in the past 12 months.	285	0
	(5)	Number of staff who received unsatisfactory performance evaluations in the past 12 months.	0	
	divided by	Number of staff who were evaluated.	64	0
	(6)	Number of staff, volunteer or contractor drug tests which were positive.	0	
	divided by	Number of drug tests administered.	0	0
	(7)	Number of workplace complaints filed against correctional industries by staff, volunteers and contractors in the past 12 months.	0	

	divided by	Average number of full-time equivalent correctional industries staff employed in the past 12 months.	285	0
	(8)	Number of workplace complaints resolved against industries in the past 12 months.	0	
	divided by	Number of workplace complaints filed against industries.	0	0
6D	(1)	Number of complaints filed by staff in the past 12 months.	0	
	divided by	Number of full-time equivalent correctional industries staff employed in the past 12 months.	285	0
	(2)	Number of complaints filed by staff in the past 12 months which were found to have merit.	0	
	divided by	Number of complaints filed by staff in the past 12 months.	0	0
6E	(1)	Number of material audit findings by an independent financial auditor at the conclusion of the last audit.	0	
	(2)	Number of inventory turns.	12	
	(3)	Average days of sales in receivables (ADSR).	33	
	(4)	Accuracy (percentage) of inventory.	100	
6F	(1)	Number of outcome measures that showed a positive change in the past 12 months when compared to the previous 12 months.	11	
	divided by	53 (total number of outcome measures).	53	0.21
6G	(1)	Number of findings of PIECP noncompliance in the past 12 months.	0	
	divided by	Total number of hours worked by inmates in PIECP programs.	0	0