



# FAMILY COUNCIL MEETING MINUTES

Location: Administration Conference Room Date: 4/12/2024 Time: 4:45 pm

Teleconference details: TEAMS invite will be provided for those who cannot attend in person \_\_\_\_\_

<b>Meeting Attendees</b>
--------------------------

Department/facility co-chair: \_\_\_\_\_ Family co-chair: \_\_\_\_\_

Facility/council secretary: \_\_\_\_\_ Family secretary, if applicable: \_\_\_\_\_

Members present: \_\_\_\_\_

Non-council member attendees: \_\_\_\_\_

<b>Agenda</b>
---------------

**Old business**

Topic	Discussion/Key Points	Next Steps
Recruitment of new LFC members and Welcome new members		Recruitment is an ongoing process. The facility is still in need of a family secretary.
Upcoming events	CPPC Schlund: Math and Science Fair Significant person day	There will be many exciting experiments at the math and science fair.

**New business**

Topic	Discussion/Key Points	Next Steps
Visit (Jodi)	Age appropriate toys. Handheld video games etc. Will outdoor visitation be open this year? If so when?	Toys were purchased recently for visit. Per Superintendent Thrasher, video games will not be purchased. Outdoor visitation will hopefully be opened at some point this year. The new camera system will be put in and once that is completely outdoor visiting will be possible.
Communication (Jodi)	Volunteers/sponsors not being emailed back/communicated with in order to be able to help	Per policy, staff have ten business days to respond to correspondence. Staff try to

	at cultural events. Can communication be within 24/48 hours once an email/call has been made from a prospective sponsor/volunteer inquiry/request?	respond sooner than that, but realistic time frames must be considered.
Cascade (T'Naya)	Hot water in Cascade	The hot water heaters in Cascade have been fixed. They are older. Replacements are being considered.
EFV Process (T'Naya)		This will need to be addressed at the next meeting. Family member was not present. We need to know which part of the process she is inquiring about.

**Roundtable open discussion:**

**When books are received in the facility, they are scanned and looked through to ensure compliance. This process takes some time but it is necessary.**

**Item prices in the vending machine are different for the same item. This will be brought up to Evergreen.**

**State issued shoes are only allowed in visit. This is a policy. This avoids contraband.**

**Cameras will start being installed within the next few weeks. This will increase security.**

**Annual tour needs to be scheduled. We are hoping this can happen at the June meeting.**

**There are a lot of new things coming for re-entry and guides to help the incarcerated. We will know more soon.**

Next meeting location: Cedar Creek Administration\_\_\_ Date: 6/7/2024\_\_\_\_\_

Comments: \_\_\_\_\_

The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 00-03, RCW 42.56, and RCW 40.14. Upon completion, the data classification category may change.

Distribution: **ORIGINAL** - Family council co-chairs