



FAMILY COUNCIL MEETING MINUTES

Location: Teams Meeting Date: 02/03/2024 Time: 10:00AM

Teleconference details: _____

MEETING ATTENDEES

<u>Vaia Gaines, Superintendent MSU</u>	<u>Mary Mansour</u>
Department/facility co-chair	Family co-chair
<u>Cecilia Madrigal, AA4</u>	<u>Karlina Tasker</u>
Facility/council secretary	Family secretary, if applicable

Members present: Scarlett Williams, Mary Mansour and Karlina Tasker

Non-council member attendees: Vaia Gaines (Superintendent MSU), Jeremy Turner (Associate Superintendent), Melissa Moore (CPM), Lorrie Collins (Visitation Sgt), Madison Murphy (CPPC), Cecilia Madrigal (AA4), Allyson Alex, Susan Puzzo, Loren Taylor, Kathie Cummings, Karlina Tasker, Sydney Boyd, A. Michael Kundu, Rony Alexander, Gwen McIveen

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Welcome and Announcements	Jeremy Turner	
Review of last LFC Meeting Minutes	Review of LFC Meeting Minutes from the meeting that was held December 2, 2023.	A copy of LFC Meeting minutes from December are posted on the DOC Website.
Review of Statewide family Council	Scarlett Williams provided a summary of the previous Statewide Family Council Meeting.	Statewide meeting minutes have been posted to the DOC website.
LFC meetings	In person LFC meetings	In-person LFC: Friday, April 5th, 2024 Monday, June 3 rd , 2024 Friday, August 2 nd , 2024 Teleconference: Saturday, October 5 th , 2024 Saturday, December 7 th , 2024
ADA compliance	Showers at camp do not have handrails. Who is the ADA person at facility?	MSU ADA showers are in compliance.
ADA compliance	Main visiting doors have issues.	Visitation doors are currently ADA compliant; However,

LFC Meeting (cont.)		can be looked into for a future project.
MSU visitation vending machines.	Can we get diabetic options at MSU?	What are some specific foods being requested? Vendor cannot offer certain perishable foods based on shelf life such as salads.
Programming	Can we have a cat program?	No, not at this time.
Visitation machines	Tea and coffee machines	Working with vendors.
Outdoor Cover	Can we get an outdoor cover for visitation?	Still in discussion with maintenance. We are looking for funding.
Visitation children's activities	Can we get coloring books and crayons in visitation?	Coloring books and crayons are in visitation.

New business

Topic	Discussion/Key points	Next steps
Role Changes	Promotions – Melissa Andrewjeski, Asst. Secretary-Women's Prison Div. Jeffery Perkins–Superintendent A Vaaia Gaines–Superintendent B Vacant-Associate of Programing	
Incarcerated Individual Betterment Fund Family-Friendly (IIBF FF) budget.		Suggestions: <ul style="list-style-type: none"> • Extra events during regular visitation such as a movie and popcorn • Valentines' day weekend • Birthday signup a month before the minors' birthday. There could be a tray and gift for the child.

LFC Meeting (cont.)		<ul style="list-style-type: none"> Update Treasure box at MSU to a smaller box and restock.
Ministry coupons (\$30 voucher is no longer available.)	Ministry Inn does not exist anymore. Visitation staff are aware that the program no longer exists and should not be handing out information regarding it.	<p>For Lodging support go to:</p> <p>Doc.wa.gov> Family & Visitors> Family Support> Lodging & Transportation Assistance Program</p> <p>Scroll to the bottom "How to Apply"</p> <p>The application has not been updated. Fill out two applications if you are requesting both lodging and transportation reimbursement.</p>
Visitation Rules	Seems like there are new rules every time we attend visitation. Shoes have been asked to be taken off prior to entering the restroom. There was no explanation as to why that was.	Visitation Lt. and Sgt. will review and respond at next LFC meeting.
Visitation Crafts	<p>Why were color pencils removed from MSU visitation?</p> <p>Games were also removed from their designated area due to a violation from a couple visitors and now are on the counter, which makes it difficult.</p>	Sgt. Collins
Visitation- Energy drinks	Can we have Monsters as an option for energy drinks? We currently have KickStart.	No Monster drinks. Kick Start are what are offered.

LFC Meeting (cont.)		
Washington Way		<p>Washington Way may be fully established around the end of 2024 or the beginning of 2025. We are working to limit restrictive housing and getting incarcerated individuals to be out of their cells four hours a day.</p> <p>It also includes an amend philosophy that helps increase the overall well-being of the facility.</p>
Video Visit coupons	<p>There were four coupons that are not showing up automatically.</p>	<p>Although they are not visible, but they are still available. Coupons were being used inappropriately by some II's, for profit. If an II needs the voucher/s they should reach out to Mead in IIU, and request them through kiosk or a kite. Family can send an email. Turner will double check if they will be automatically applied or if it will be something that needs requesting monthly.</p> <p>Turner will work on sending something out to the population regarding the coupons.</p>
Veteran Issues	<p>Issues regarding support and structured fitness programs.</p> <p>Fundraisers for Veterans?</p>	<p>Support and resources are no longer coming directly from Veterans affairs. We are struggling reestablishing this connection. Unit supervisors from B and G units have monthly meetings. Mental health is also available, although not specific to veterans.</p> <p>Structured fitness program pre-COVID consisted of a yoga group in G Unit. It is now taking place in the religious activity</p>

LFC Meeting (cont.)		<p>center every Monday. We are also looking into having non-custody staff supervise a structured fitness activity that could take place on Mondays, Wednesdays, and Fridays as a trial run in the yard.</p> <p>Fundraisers- pre-COVID we were told we could no longer raise money for a noncharitable profit organization. Headquarters is to determine policy change.</p>
Cold/Hot temperatures	<p>Why are the guys freezing in their cells? They sweat during the summer and freeze during the winter. The day room is the only neutral area. The guys understand that it's Prison but would like the temperature a bit more equally distributed.</p> <p>This is an issue in visitation as well.</p>	<p>This issue has not been brought up to the CUS in G Unit. Maintenance addresses these issues well, if informed. Continual supply of fresh air when the heat is not kicking in might be a factor. However, if it is abnormal, maintenance needs to be notified. F unit had issues as well, called maintenance who fixed it, and they no longer have concerns.</p> <p>Visitation will need to contact maintenance as well if needed.</p>
Scissors	<p>Incarcerated individuals cannot even get their thumbs through the scissors that are able to be purchased on union supply.</p>	<p>Gaines will investigate it. Scissors must be blunt.</p>
Events Calendar	<p>Events calendar seems confusing and might be incorrect information?</p>	<p>Gaines will look into and update as needed.</p>
Commissary money orders	<p>Money orders we send for commissary accounts are taking weeks after they are received to post.</p>	<p>Money can be added through jpay for commissary as well. There was an issue with the code that separates commissary versus spendable accounts which caused delays. Inmate banking states, once</p>

LFC Meeting (cont.)		the money order is received, CRCC proceeds to process through the bank. The bank then has 24 hours to deposit. *Note, holidays may have created delays.
Count	Why is there a 12am count? There is a 9pm count. At 12am, sleep is disrupted (lights are turned on) and it's been only three hours. Stafford dropped the 12am and 9pm and changed the count time to 10pm	Count at all facilities are the same per policy. Counts are set to avoid interference with programming. Stafford has the same count times as CRCC.

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Diets	Religious diets and diets in general should have to be go through a physical assessment to ensure nutritional values are being met.	
Approved Vendors	How do we know what books are approved before purchasing and having them denied?	List can be found here: https://doc.wa.gov/docs/publications/reports/400-RE003.pdf
Gaming Devices	Gaming device was returned due to being defective weeks ago, have not been issued a refund.	Individual concerns should go through their CUS.
Flyer	Can we have a flyer posted with information regarding in-person meetings?	Yes, it will be posted at MSU and MSC.

Next meeting location: CRCC MSC Visitation Date: 04/05/2024 Time: 10:00AM

Comments: Thank you for your attendance. Please email Cecilia Madrigal (cecilia.madrigal@doc1.wa.gov) with any questions or future meeting topics.

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