



# FAMILY COUNCIL MEETING MINUTES

Location: MCC - JEPC Date: 12/9/2023 Time: 10a - 12p

Teleconference details: Microsoft Teams

## MEETING ATTENDEES

<u>Assoc. Supt. Paula Chandler</u> Department/facility co-chair	<u>Josephine Johnson</u> Family co-chair
<u>Elisha Rood AA3</u> Facility/council secretary	<u>Diane Pasta</u> Family secretary, if applicable

Members present: Redacted at request of Tier Reps

Non-council member attendees: Associate Superintendent Chandler, Associate Superintendent Ferrell, Captain McNeese, LBM Leslie O'Connor, AA3 Rood, Sgt. Ankrum, Sgt. Theresa Shaw, CPM Arben Kullojka, CS2 Heather Trenk, Chaplain Hawley, Lt. Tabatha Davis, HSM Elke Jackson

## AGENDA

Old business

Topic	Discussion/Key points	Next steps
Welcome	Associate Superintendent Paula Chandler	
IIBF Update-also can some of the budget go in to purchasing paper plates/new games for visiting room?	LBM Leslie O'Connor-There has been an additional 11 thousand added to the budget. Associate Melida Ferrell-Unsure why we do not have paper plates in visiting. She will look into the request. Q: There has been 358 dollars spent out of 7 thousand for unit activities. Why? Associate Melida Ferrell-That is for all MCC. She needs to sit down with the CPMs and the population and get their thoughts/keep them involved. It will get spent. Q: Recreation expenditure-have the facilities received the survey on the wellness enhancement survey? A: Associate Paula Chandler-Did not have a chance to speak with Casey Gallagher. Please put it in writing to follow up.	
Discuss price changes in the VR	Val from Evergreen-Drivers come out here once per day 5 days a week. He will be looking at the food they provide and will look deeper into price points. Moving forward he will be the	Evergreen will be analyzing machines and price points.

	<p>contact for Associate Melida Ferrell. He can make the decisions and quickly. There is a new driver starting here. Q: Some machines don't function. Will you be testing them? A: Evergreen- Yes, we have techs. The drivers only swap machines and clean, but they have techs. The techs take the broken machine to Tumwater and repair while doing a swap. He has not seen what is out here yet, so he will be looking at capacity. They have numbers you can text to create a service call. Visiting staff needs to notify Associate Melida Ferrell and she will contact Evergreen. Q: Price increases-why so much? A: Evergreen has not attended this meeting since Covid. Prices increased in October. MCC was the last site Evergreen sent the price increase to. Increases come from their vendors increasing their prices. – Working with Associate Melida Ferrell moving forward he is going to look at what we have and look at the prices. He is doing an analysis of what is selling the most and looking into price changes. No promises. A family member stated they liked the variety of choices and the healthy options. Evergreen stated that sometimes healthy food does not sell well and goes bad fast, so he is going to look at what is in demand and price points.</p>	
<p>EFV update on trailer 3. Items missing from trailers are they back?</p>	<p>Associate Ferrell-Trailer 3 is done. It just needs to be cleaned up. There was not previously a list of items that went into the EFV trailers. After</p>	<p>Send lists to Elisha Rood</p>

	<p>talking with Lisa Flynn, we need to have a discussion on what is allowed to be in there. It does need to be organized for security and hygienic purposes. She would recommend putting a list forward and she will determine what will be put back. An example is the skillet will not come back. They are not meant to be cleaned but seasoned. She does not know how they got in there previously. Please send your suggested lists to Elisha Rood. Co-chair Josephine stated she already has a list. Elisha will still compile and bring to Associate Melida Ferrell and add as an agenda item. There cannot be a multitude of stuff out there because COs need to search. Melida would like info from the families with kids for toy ideas. Elisha will send out a poll. Q: New pans? A: They are in there now. Q: Utensils melt can they get new ones? A: We will not use metal utensils. Will investigate the melting of the utensils. Q: How many trailers are complete? A: Trailer 4 and 5 is operational not updated yet. Trailer 1 and 2 are updated. Q:4 or 5 next? A: Maybe Trailer 4. Will be speaking with maintenance. Capacity is 5 people to a trailer. Going to make one of them another ADA trailer.</p>	
<p>Update on vending options</p>	<p>Q: Can Evergreen investigate “demand” because sometimes that is the only option so it may not necessarily be a popular item. A: Will work with Evergreen on that. Associate Melida Ferrell stated maybe we could do a survey. Associate Paula Chandler pointed out some stuff on the list will not be</p>	

	<p>ok for the facility. Statement: Each machine is the same so more variety would be better. Q: Is there a written document of what not to ask for? A: Associate Paula Chandler-goes through security. Things like how they package their product. Example: Metal canned food. It must be reviewed. Q: Do the I/Is get to do a survey?. Q: Food they are selling-2 fresh food machines. One has the light burnt out so you can't see the selection numbers. Also, the ice cream machine doesn't have the selection numbers in MSU. TRU also has a light out. A: We will get with Evergreen.</p>	
<p>Upcoming religious events</p>	<p>CPM Kullojka-last religious events they have had, it has become more like a competition between religious groups to see how many people can come in. It is taking away the meaning. Moving forward they want the population to enjoy these events. Population and their families are priority, along with a spiritual leader, and maybe a guest speaker. A lot of people get invited that do not have a direct connection with the event. Ex: Social media people, Congressmen, etc. Changes are coming from HQ. Q: A family friend wanted to come and wasn't allowed to attend. Why? Feels a meeting needs to be had with the religious groups and possibly legislative members to see their needs. Believes congressmen should be able to come. They were interested and couldn't come. A: There has been a lot of</p>	

	<p>discussion with HQ. Not talking about a particular group, this is statewide. It must come known to the facility first before people go straight to HQ. Things should go to the Chaplain then she creates the list and screens it. Regarding Congressmen-it is a different process inviting them.</p> <p>Q: Who can we meet with at HQ to speak with to see who can come to events? A: CPM Kullojka is working on that.</p>	
<p>Video visits are difficult in MSU dayroom due to noise. Is there a place for more privacy for video calls?</p>	<p>CPM Kullojka-we've talked about this it is something that we do not have any other location. It's more about I/Is on the unit being respectful of each other. We have talked about shutting down the day room for video visits only, but it will not be a popular decision with the population. People schedule visits at different times of day.</p> <p>Q: Do we have signs that say, "in progress"? A: It was good for a while, but it stopped working.</p> <p>Q: Ability to use headphones? A: No.</p>	

New business

Topic	Discussion/Key points	Next steps
<p>How can we get more active LFC participation? How can we keep in contact with LFC members who do not come to meetings?</p>	<p>Captain McNeese-We used to have an open email list that people could choose to be a part of. It got bad due to people feeling their privacy was invaded. Co-chair Josephine-would like people to send emails to her that feel comfortable so she can send updates. Other facilities do not have many participants. Q: You are not authorized but a staff member can. Is there a process where Co-chair Josephine can send me an email and I could send</p>	

	<p>out to family members? A: Chandler-Elisha sent out a BCC so Josephine can send information. We are not going to be the responsible party to send out that info. McNeese-we encourage our tier reps to ask their family members to join. LFC is a very powerful group. It gives them a conduit. Chandler-we could put some pamphlets on the waiting room board and visiting board about it.</p>	
Statewide meeting notes	<p>Topics covered: The 1115 waiver program on providing Medicaid 90 days prior to release for better continuity. Changes in staffing were announced. Shelton goal to have people there only 30 days. DOC is working on the kickoff for the reentry program</p>	<p>CO-Chair Josephine Johnson will be posting more detailed notes on the DOC website</p>
Status on covid boosters	<p>Elke-We have run out currently. An order has been placed. No facility has received them yet. As soon as we get them, we are ready to go, and we have a priority list. Q: Some people got boosters last week. Why wasn't I on the list? A: There may have been a priority I/I. Q: This year they did an all call at MSU and gave every I/I a mandatory flu shot and TB test. Is this going to continue? Even if you refuse the shot, you get an infraction. A: She doesn't work there she needs to check with the supervisor. Shouldn't be a yearly event, previously we had lots of outbreaks.</p>	<p>Elke will be checking with MSU supervisor</p>
Heather Trenk updates	<p>Winter fest event happened, and everyone had a great time. MSU will continue to be work in progress with mainline before an event starts. Next event adults only in February. In</p>	<p>Heather is looking into mainline issues</p>

	<p>January there will be a signup sheet. She is working on the 2024 calendar of events for all 4 facilities. If anybody has any input, please send her an email. Working diligently on spending IIBF funds. It comes down to replacing old stuff and storage.</p> <p>Q: Visiting issue-it doesn't start on time because of mainline who can we talk to? A: We have talked about it with Sup. White. It is something we need to keep talking about. Everyone is finding a way to address this. Co-chair Josephine suggested taking it to state.</p>	
<p>Free photos are not happening.</p>	<p>We had a problem maintaining photo paper stock. We resolved that and it shouldn't be an issue moving forward. Q: Did you say we are still getting free photos? A: Yes. Two per session. We have the supply now. There are 800 I/I's here. The printers we have were not made for that and although this is no excuse on our end, we are averaging 400 photos a week at TRU. Looking into getting something more industrial. The two-picture policy at MCC 2 pictures. One for the I/I and one for family.</p>	
<p>Missing movies for EFV. Also is there an updated approved movie list?</p>	<p>Sgt. Shaw left for a period and Sgt. Ankrum was managing all MCC visiting. We are currently nailing down processes for EFVs. Talking about ways for more fluid processing and accounting for EFV items. We continue to accept donations for our movie list. The list is updated twice a year. Sgt. Ankrum-Some people are taking the movies home. Q: Can we create a drop box at EFV? A: Sgt. Shaw-we tell them to put</p>	<p>Visiting staff will investigate this process.</p>

	<p>them back on the desk. We just need to readjust the process. Josephine- we should have a list of what EFV trailer had certain movies, so COs know what needs to be taken back. Shaw-A lot of times it is checked out to another person. Q: Is there a possibility we can bring our own videos? A: No. They must be approved through the DOC review process and factory sealed. Q: How do we donate videos? A: There is a donation form to fill out. Contact Sgt Shaw.</p>	
2024 LFC calendar	<p>We opted for consistency: the third Saturday of the month, except for December because of holidays.</p> <p>The dates for 2024 are:  Feb 17<sup>th</sup>  April 20  June 15  August 17  October 19  December 7<sup>th</sup></p>	
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Roundtable open discussion

Topic	Discussion/Key points	Next steps
MSU Night yard	<p>Recreation outdoors is desirable, but at night it is a security issue. The only prison that has night yard time is WSP; they have staffing and location options. All others have yard access up until dusk only. They are considering opening patios outside the units; trying to set up a system that is fair.</p>	
Staff updates	<p>Dan White has moved on to Echo Glen. Superintendent Jack Warner remains. Lisa Anderson will be added to the Superintendent role.</p>	



Movies	A movie channel was added with 2 to 3 movies on a thirty-day schedule. It is coordinated Statewide.	
Soft foods	We were reminded people with dental issues need more soft food options. This is still being discussed Statewide.	

Next meeting location: MCC JEPC Date: February 17 Time: 10a - 12p

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

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