



FAMILY COUNCIL MEETING MINUTES

Location: Stafford Creek Corrections Center Date: 12/10/2022 Time: 9-11 AM

Teleconference details: Call in number: 1-253-372-2181 / Phone Conference ID: 540 160 580#

MEETING ATTENDEES

Gina Penrose, Assoc. Supt. of Programs SCCC Diane Sifres
 Department/facility co-chair Family co-chair

Amber Carlson, AA3 Vacant
 Facility/council secretary Family secretary, if applicable

Members present: CPM Stefanie Baltzell, Superintendent Jason Bennett, CC Tyler Cardin, HSM Shane Evans, SGT. Lance Graham, FM Rency Helberg, CUS Gregory Jones, Captian Eric Mainio, CPPC Branwyn Mansford, Sec. Senior Kerri McGarrah, SGT James McGinnis, AA Karlie Shaw, CS Monica Ritter, CUS James Jolly

Non-council member attendees: Catherine Antee, Tammey Bertrand, Beathany (BEA) DuSchane, Sahnwte Holmes-Davenport, Anna Ivanov, Sarah Leon, Annie Trepanier, Andrea Triggs, Unidentified Individuals, SecurUs Employees: Sarah Bremman, Lisa Hazel, Cecilia Truong

AGENDA

Old business

Topic	Discussion/Key points	Next steps
N/A	N/A	N/A

New business

Topic	Discussion/Key points	Next steps
2023 Bimonthly Meeting Schedule		Schedule has been submitted to the Webmaster for posting, sent to LFC Members and posted in the visit room. *See attachments for 2023 Bi-Monthly Meeting Schedule.
SecurUs Cecilia Truong, Sarah Brennan, and Liza Hazel presenting	Process for a technician when things break or shut down?	SecurUs has 3 service techs in the state breaks and fixes. Kerri McGarrah is SCCC's facility liaison. Il can kiosk the SecurUs inbox with any issues they experience, and she will ensure a ticket is submitted. However, she is not able to assist families with issues that arise on their end. Kiosk issues will be reported by facility. If it cannot be fixed remotely a Service Technician will be sent out.

	<p>Tablets are going to go live on Wednesday 12/14. Presenters and other SecurUs employees will be onsite for that launch. Phones have already been installed.</p> <p>Everyone is going to be given a tablet based on facility and state standards. Tablets will stay with II from facility to facility. Facility keeps it upon release. If II experiences issues with their tablet it can be replaced. There is however a difference between hardware issues and II interfering with tablets (intentional damage).</p> <p>SecurUs account can be opened by II's family. Soon SecurUs debit will be available This will allow families and II to fund their phone calls.</p> <p>*Many family members stated calls are coming in as weird numbers, spam, etc.</p> <p>Calls are hard to hear when made in cells</p> <p>Included on tablet: *Operational, rehabilitation and educational services at no cost.</p>	<p>Phone instructions were sent in a kiosk announcement and posted in units on 11/08. It was ensured all units had the announcement posted by phones. *See attachments for communications sent out to II regarding phones and tablets by Liaison Kerri McGarrah</p> <p>There is a process for old tablets to be sent home. All data will be available in a roll out process. It could take up to 260 syncs for all messages containing photos to be available.</p> <p>SecurUs is working on the international credit card issue. Starting with Mexico and Canada 1st. Then moving onto Europe and Asia. SecurUs does not implement shut off times. That is a facility schedule. If your carrier is blocking the calls or saying "potential spam" please contact them so the number can be recognized. Families can also put in a help ticket with SecurUs.</p> <p>SecurUs has done heat mapping and installed additional Wireless Access Points within units to help combat this. However, some issues are due to the structure of the buildings.</p> <p>There will be a PDF viewer app that will have information on</p>
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	<p>*E-messaging and video grams will be the same.</p> <p>*Media Store with movies, music and games. This has been expanded but there are differences, especially with the games. Each II will have 30 days of what we offer as a “equal” to music and games that they had before but are not in our media store. They will have 30 days to decide and if they do not like it and to contact SecurUs for a refund.</p> <p>*Large library of eBooks</p> <p>*55 free stamps.</p> <p>*Credits for video visits (4 a month?) once the feature becomes available. II will acquire them through the commissary app. There will be a code for \$0, they will then give that code their visitor, Visitor will use code when scheduling the visit for \$0.</p> <p>No camera on tablet. Video grams are not going to be sent outbound. No high request for this yet, so it has not been developed as a feature.</p> <p>Will families still need the JPay app and will the new kiosk be able to take or send pictures?</p> <p>*See Statements (1), (2), and (3)</p>	<p>“How To” for the phones and tablets</p> <p>Free phone calls should be coming in every Saturday at 11:59pm. Once loaded the next 2 calls that connect are free regardless of their receiver accepting the call or not.</p> <p>No, and No photos at this time. It is being talked about but will not be available at this time. We still need to address security issues.</p>
CPPC	<p>Family Friendly replacement event had about 135 II participate and we spent \$3,300 on that event. On par for a “normal” year. 180 bears are being sent out. Not all have recorders due to damage. Some will have a 5-minute video instead. Many opted for that</p>	<p>About ½ of the recorders received did not work and we will be working with the Business Office to remedy that. When we receive the refund, that money will be put into the Winter Event Fund.</p>

	<p>option. Do not have the shipping numbers yet. Spent \$450 to have activities available in November and December for the visit room. When in visit ask for those items</p> <p>Blank holiday cards will be done thru New Years. IMU is also able to participate in this activity</p> <p>1st in person will be the Significate Other Event in February If we are not able to do in person, we will come up with another project.</p> <p>Statement by LFC Family Member: Everything that has been done in prison is at the kindergarten level. We need more adult appropriate items.</p>	<p>2023 Events calendar is in the works. Since we are opening up a bit more we will be able to do more workshops as well. *Follow Up: Approved in Assoc. Penrose's office on 12/22/2022.</p> <p>The majority of those who signed up for bears sent them to adults. We have done 100 Thoughts of Love. We were not able to do Parents and Mentors this year due to COVID. What we send out to the visit room is an extra thing that HQ asks us to have. So much of it is arts and crafts.</p>
Financial Overview	<p>LBA Samantha Richardson was not on call. Financial information was provided prior to meeting.</p> <p>*See attachments provided by LBA Richardson</p> <p>Request for normal napkins and plates to be bought for the visiting room</p>	<p>*Follow Up: LBA Samantha Richardson reached out to Amber Carlson for names and email addresses of current and 2023 LFC officers to schedule a meeting to go over financial information</p> <p>Napkins, plates and dispensers have been ordered and are ready for use as soon as we get vending open in visitation.</p>
AMEND	<p>See attached verbiage from Amend SGT. Lance Graham</p> <p>Currently we are working with the training and development unit to incorporate yearly trainings. This will allow all staff do become educated on the</p>	<p>SGT. Lance Graham is the lead for the facility. Courtney Grubb is the primary contact regarding the Amend program.</p>

	<p>program. We are also working on having this program implemented into CORE</p> <p>What is the rollout out plan for general population at SCCC?</p>	<p>Historically programs have been sent down from the top but this program is coming from staff up for each facility. Please reach out to Courtney Grubb if you would like more information on that.</p>
<p>Nominations and Speeches</p>	<p>Family Co-Chair Nominees: Tammey Bertrand Katie Wilks</p> <p>State Representative: Shawnte Holmes-Davenport</p> <p>All 3 nominees have submitted speeches and they were emailed to LFC Members prior to meeting.</p>	<p>A survey monkey will go out on Monday December 12 for voting. Voting closes Friday, December 16. Amber Carlson will email the announcement once results are received by facility.</p> <p>*Follow Up: Election has been completed. SCCC's 2023 Officers are Family Co-Chair – Tammey Bertrand Family Secretary – Joanne Todd State Representative – Shawnte Holmes-Davenport</p> <p>Congratulations to all and thank you to all who participated in voting</p>
<p>Visiting</p>	<p>2023 Visitation schedule is up to date and published on IDOC *See attached schedule</p> <p>We have been processing special visits.</p> <p>73 tables in visit room. 3 are available to accommodate larger groups. We also have an ongoing list of requested items for the visit room. Waiting for list to have more items so we can place a big order.</p>	<p>(Various visitation topics have been added to the action items list.)</p> <p>Approval process for special visits have been streamlined to the CPM level. The communication will now come via kiosk about the special visit approval/denial to the incarcerated, it is their responsibility to notify their visitors.</p>

	<p>Communication and check ins with vendors for machines is still ongoing. We have made them aware of the tentative date for filling.</p> <p>A new EFV schedule with new check in/out times will be implemented in January 2023</p> <p>*See statement (4)</p>	<p>*Follow Up: Vending has been contacted for filling machines on 12/22</p> <p>Penrose: When the rush is happening, the visitors are going to go 1st then we will process the EFVs. It was changed because we were not meeting policy. Therefore, we needed to make the change. LFC officers and the facility had multiple meetings, and this is what we came up with. It was changed to improve EFV visits.</p> <p>McGinnis: When I schedule EFVs, I let the visitor know that check in is at 11 but they will likely not be processed until we have the bulk of the in-person visits into the visit room.</p> <p>*Follow Up: See statement (5)</p>
<p>LFC Unit Rep Items</p>	<p>When will visitation be adding food to the vending machine and when will visitation schedules be put out that reflect the non-cohort schedule going back to normal</p> <p>With all the peanut butter and jelly boats the incarcerated population has received over the last 3 years, is there a possible chance we can receive the meat boat option instead whenever the schedule requires for PB&J?</p>	<p>Vending machines are scheduled to be filled for Dec. 16th visitation day. However, that will only happen if we are in compliance with Safe Start. Visitation schedules for 2023 are out</p> <p>*Follow Up: COVID clear date was moved to 12/20. That day was met and vending has been scheduled.</p> <p>FM Ron Attard - During the last three years , while the Covid Pandemic was affecting all WA DOC facilities, the CI Boat factory tried to keep up with the overwhelming demand. To do this PB&J became the main Boat that was sent to all facilities. Meat and Breakfast boats were sent to SCCC when they were</p>

	<p>When is the next possible chance for the II Tier Reps to meet with commissary personnel?</p> <p>Due to inflation crisis we are currently experiencing, Class 3 – category jobs wage should be increased to \$75 a month. Institution commissary is constantly increasing every week/month. The current \$38-\$55 a month is not enough to support us with personal needs each month.</p> <p>Our medical care/needs are not given to the proper care/attention like it should!! Individuals are being neglected of the care that Doctors, Nurses, CNA, etc, are hired here to provide!! Individuals are in worth/critical/life threatening condition then they were when initially seek for medical attention!! Remedy: Need better and respectable service we deserve..And hold these care providers accountable for their negligence</p>	<p>available and distributed out to the population.</p> <p>We have contacted the Commissary Representative and invited them to the next tier rep meeting. They do not have someone they could send out but are willing to answer the questions we collect from the tier representatives.</p> <p>A wage increase was proposed and denied. Assoc. Supt. Penrose sent a proposal for 5 cents an hour increase 5 months ago.</p> <p>No feed back from medical staff due to medical being in meetings all week. We have started the flyer for the FLU, RSV, and COVID flyer and are close to being able to distribute that. *Follow Up: Flyers have been completed and distributed. (This has been added to the action items list)</p>
February 2023 Agenda	We do not have an overflow of agenda items from this month for February. So, if there is an item you would like to see on the agenda, please submit to your new Family Co-Chair once it has been announced.	*Follow Up: Election has been completed. SCCC's 2023 Family Co-Chair will be TammeY Bertrand. tammeYb@outlook.com
Statements		
<p>(1) Cecilia with SecurUs: It has been very hard to procure equipment, especially technology, for these tablets since covid and beyond. Things are coming in at a costly price and this has slow rolled us to complete installations. We do have a tentative schedule, but it has changed a few times due to availability and finding</p>		

labor.
<p>(2) Gina Penrose: Charging stations will be available when access to theirs is not readily available. We will have a 10% surplus supply of tablets will be on hand for immediate replacement. SCCC will also have a 20% supply for earbud replacement. These replacements are 1 for 1. Training for Tier Reps and selected II will be done so they are able to assist others with troubleshooting their new tablets. Cecilia: I will need to get clarification on charging stations for SCCC because I did not see that for your deployment *Follow Up: 3 charging stations were delivered on the day of install but additional hardware is needed. Kerri McGarran is addressing this issue</p>
<p>(3) LFC Family Member: There are so many issues. Can we have action items with these questions? I have a list. How can we make communication better? This has been an absolutely chaotic install. Not sure where the communication is failing but I request a better job of it to be done. I also request to have SecurUs at the February Meeting.</p>
<p>(4) LFC Family Member: Why was the check in time for the EFVs changed to 11:00, during the main check in time for general visitation? It is going to be mentally hard to see people checking in. I don't think that the regular visits were considered when the time change was made. It will be mentally disappointing to see this.</p>
<p>(5) Gina Penrose: *Follow Up: EFV's will be reduced from 12 to 8 to accommodate cleaning between visits. This is not negotiable due to the necessity of maintaining a level of sanitation between visits with a deep cleaning every Thursday.</p>
Roundtable / Open discussion
<p>Q: Superintendent Bennet. I have brought up the air scrubbers and ventilation for months. I have looked up the model number of your units and it does not look like they are going to be ineffective at all. A: Bennett - This was a clinical decision based on the knowledge they have provided. Due to this we will not be implementing the air scrubbers.</p>
<p>Q: Who is responsible to request activities for the unit dayroom A: Penrose - Each unit is responsible to make their requests.</p>
<p>Q: IIBF not representing...it needs to be brought up to have someone from there available to present at these meetings. A: Penrose - I don't know what happened this time. We will have conversations to make sure Samantha can make it or have someone attend in her absence. *Follow Up: A meeting was scheduled by LBA Samantha Richardson for 3:00pm on Thursday, 12/22 with LFC Officers via Microsoft Teams.</p>
<p>Q: Next year and going forward, Could LFC members be involved in the planning of the events so we can make sure the funds are used to incorporate everyone who is eligible? A: Mansford - It is unanimous that I need to do that. I will need to request more money and break it up a little differently. We will try to expand and make it a little bigger, maybe do 4 days instead of just 2 I will be working on that.</p>

Roundtable open discussion

Next meeting location: Stafford Creek Corrections Center Date: 2/11/2023 Time: 9-11AM

Comments: I think we have a lot to absorb. We will make contact with SecurUs to find out when/if we could have a forum instead of including them into the LFC meetings.

Please don't forget to vote and support your LFC Officers this week. Voting will go out on the 12th.

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