



FAMILY COUNCIL MEETING MINUTES

Location: MS Teams Date: 11/19/22 Time: 10 am – 3 pm

Teleconference details: <https://teams.microsoft.com>

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| Meeting Attendees |
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Department/facility co-chair: Jeffrey A. Uttecht Family co-chair: Emijah Smith

Facility/council secretary: Ramona Cravens Family secretary, if applicable: Elise McKinnon

Members present: Felix D'Allesandro (WCC), Gwen McIlveen (CRCC), Danielle White (MCC), Gail Molina (WSP)

Non-council member attendees: Jason Bennett (DOC), Emily Boone (DOC), Stephanie Carlson (DOC), Ronna Cole (DOC), Jeannie Darneille (DOC), Dianne Doonan (DOC), Lisa Flynn (DOC), Don Holbrook (DOC), Eric Jackson (DOC), James Key (DOC), Kristi Knudsen (DOC), Brandon Marshall (DOC), Sean Murphy (DOC), Paige Perkinson (DOC), Dr. Alonso Pezo Salazar (DOC), Dr. Karie Rainer (DOC), Caitlin Robertson (OCO), Tracy Schneider (DOC), Nancy Simmons (DOC), Carrie Stanley (DOC), Cheryl Strange (DOC), Dawn Taylor (DOC), and Heather Williams (DOC).

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| Agenda |
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| Topic | Discussion/Key Points | Next Steps |
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| <p>Welcome/Agenda Review Emijah Smith and Jeff Uttecht, Deputy Assistant Secretary (DOC)</p> | <ul style="list-style-type: none"> • Introduction of the Department of Corrections (DOC) staff and the Statewide Family Council (SFC) Representatives • Announcement of the 2023 SFC Elections: Loren Taylor, Family Co-Secretary; Sarah Leon, Vice Chair; Joslyn Trivett, Family Co-Secretary • Announcement Committee Positions available: None known at this time • Instructions were provided on the use of MS Teams. • Reminder to mute microphone when not speaking. | <p>See Election Summary <i>(Attachment #1)</i></p> |
| <p>Secretary Time Cheryl Strange, Secretary (DOC)</p> | <p>Thank you to all 2022 SFC members, and a welcoming of the 2023 SFC members.</p> <p>Discussed the budget and the budget request to fund the DOC for the next two years. It is a complex process.</p> <ul style="list-style-type: none"> - We have a maintenance budget (i.e., the increase in cost of goods), a policy budget (new initiatives and new things the DOC wants to ask for), and the capital budget (brick-and-mortar buildings). - We work year-round on these budgets, which are submitted to the Governor's offices by December 20th. Then we work with the legislature to ensure our budget requests are IN the budget that the Governor releases. - A small list of some of our asks: Health, safety, and wellness for incarcerated individuals (Electronic medical records; capacity to increase our support to people in the intensive management units [IMU], AMEND, addiction care, specialty diets, the staffing for the Resolution Program, healthcare accreditation, expanding virtual hearings, the Bellingham Re-entry/Work Release, money to improve our Risk tool, etc.) money for additional support staff; unfunded mandates that we are currently incurring costs for that we did not receive any money for; money for risk and regulatory changes when the agency changes their rules; | |

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| | <ul style="list-style-type: none"> - We have a \$2.6 billion two-year budget for 24 facilities, 86 field offices, and around 8,200 staff <p>Family Member: Regarding the COVID budget - where does that money go? For example – money was sent for Graduated Re-entry to Bellingham Work Release (WR), but the WR was closed. Where is that money?</p> <p>Cheryl Strange (DOC): Bellingham is being remodeled. The budget is a complex process. Legislature can direct the Department where the money goes. Some money can be put into a particular category, the Office of Financial Management can absorb it (if we don't spend it, they take it), etc. Some we keep, some we re-deploy. Some of it is capital money (brick & mortar, electrical, plumbing). The COVID money will go back to the legislature if unspent.</p> <p>Cheryl Stange (DOC): Discussed DOC's pro-equity, anti-racism "playbook."</p> <ul style="list-style-type: none"> - The Governor created the Office of Equity and has required all agencies to develop a pro-equity/Anti-racism plan. We submitted our strategic plan around two months ago - The stakeholder group includes incarcerated and formerly incarcerated individuals. - Three areas targeted the Department feels are disproportionality - Staff, Classification, and Discipline: looking at the disproportionality according to our research and data analytics around marginalized or minimally represented individuals. - Working on removing barriers and getting new tools, aligning staff with the incarcerated (example: a balance of Hispanic staff to Hispanic incarcerated individuals). | |
| <p>Deputy Secretary Time Sean Murphy, Deputy Secretary (DOC)</p> | <p>Extended his gratitude for all the friends and families of the incarcerated. Amend update</p> <ul style="list-style-type: none"> - The program has been introduced to approximately 600 leaders. 46 leaders, line staff, and community members have received immersive training - Approximately 20 staff have received additional training in other states that are a bit further ahead than Washington State: California, North Dakota, and Oregon. - Stafford Creek Corrections Center (SCCC) has an established team that is working to transform their restrictive housing environment. - Amend staff has done work with the Re-entry centers – Atanum Vier, Bellingham, Bishop, Lewis, and Tri-Cities. <p>Discussed Restrictive Housing – new positions have been brought in to assist with these units. WSP-IMU has gone from five hours worth of yard per week up to 14 hours of yard, recreation, and out-of-cell time. We have asked for additional mental health resources to assist with this.</p> <p>Chris Poulos continues to work on Person Centered Services.</p> <p>Jeanne Darneille continues to work towards the gender Informed Practices Assessment (GIPA) team.</p> <p>Electronic Health Record (EHR) – currently engaged with two companies: Elite (the implementation of our electronic health record) and Moss Adams (for person-centered medical home model).</p> <p>Emijah Smith – Is "privacy" something that will be included? Sean Murphy – The Department follows the standards and guidelines, just like out in the community.</p> | |

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| <p>Review of Action Items Ramona Cravens, Executive Assistant (DOC) Attachment #2</p> | <p>On the Agenda today:</p> <ul style="list-style-type: none"> Legislative Process Family Council Policy EFV Standards & EFV Policy Revision <ul style="list-style-type: none"> Cultural Program Policy Development - On 11/4/2022, the Cultural Program policy workgroup met with the next meeting is scheduled for December 2, 2022. IITS Implementation Update - The schedule is being applied, as provided in the November 2nd memo (Attachment 3). Additional updates will be provided as they become available. <p>Request for families to purchase</p> <ul style="list-style-type: none"> Hobby Craft items – At this time there is no change, but the Department is still having conversations regarding this. PDFs in Lieu of Books –The Department is still looking into this. Update to be provided at January 2023 meeting. Cable TV – Addition of Cultural Channels – The national corrections survey process has been completed. Next step is to initiate the solicitation process for vendor interest. The diverse incarcerated population will be taken into consideration when choosing channel lineups. <p>Family member: What was the day that the election for the positions was sent to to local family councils to get their votes? Ramona Cravens (DOC): Only the SFC members in attendance at the Election meeting were the voting members Lisa Flynn (DOC): The SFC Reps were able to take the information back to the LFCs. Please reach out to the SFC reps to find out when that happened, as the Department would not have that information. Family member: Claims that the SFC reps did not do that.</p> | |
| <p>DOC Legislative Asks Stephanie Carlson, Legislative Policy Manger, Executive Policy Office (DOC) and Kristi Knudsen, Deputy Director of the Administrative Operations Division, Executive Policy Office (DOC)</p> | <p>Stephanie Carlson (DOC) reviewed Attachment #4, Agency Requests and the Legislative process.</p> <p>Elise McKinnon: Requested more information regarding <i>Victim Witness Confidentiality</i>.</p> <p>Stephanie Carlson (DOC) It exempts from the Public Records Act information about enrollees and t specific victim & witness notifications. With WAC 72.09.714, with the new offenses added last year, it now requires victim notification. This adds protection to the victims, so their information is not disclosed under a public records request.</p> <p>Family member: Regarding the <i>Elimination of fees for the Extended Family Visitation (EFV)</i>, would like to have public hearings in the development of policy and feels DOC policy does not follow law. Stephanie Carlson (DOC): We gather stakeholder feedback. Cheryl Strange (DOC): The legislature decides if they will take this on. There will be a public hearing, as is the legislative process. The Department does not solicit your feedback; the legislature would.</p> <p>Family member: Was not aware that the DOC did not have an electronic health record. Sean Murphy (DOC) The state government has not implemented this yet for Washington State. However, it is a priority for the Department. Please send follow-up questions to sean.murphy@doc1.wa.gov.</p> <p>Family member: When it comes to the EHR, will that come from the capital budget? Sean Murphy (DOC): It will be funded through various sources. We were funded to start the process during the last legislative session,</p> | |

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| | <p>Emijah Smith: Would also like the information shared with families. The previous family member stated she would Cc families in her e-mail to Sean.</p> <p>Stephanie Carson (DOC): Attachment #4 provides information regarding things the Department felt would be of interest at this meeting. All budget requests are within the link in the Attachment.</p> <p>Family member: Questions about the raise of pay of gratuity for the incarcerated.</p> <p>Sean Murphy (DOC): This goes along the process of submitting our requests to the Governor's office. We are working with some legislators who are interested in this (Senator Claire Wilson). The legislator will bring this forward, we will give feedback, and the bill will run its course.</p> <p>Family member: Asked for additional specific names of legislators.</p> <p>Sean Murphy (DOC): Unable to recall all of the names. Families can contact Senator Claire Wilson, as she should be able to provide that information.</p> <p>Family Member: How are the Incarcerated being appreciated for working over 40 hours a week?</p> <p>Sean Murphy (DOC): This is something that needs to be worked through with the legislature. Families were encouraged to contact Senator Wilson.</p> <p>Felix D'Allesandro: The expenses to buy from Union Supply are going up. Are you working to keep the vendors more in line to help families out with the cost of store items?</p> <p>Sean Murphy (DOC): Especially during COVID, there have been extreme spikes in the cost of goods, the delay of goods, and the challenges of supply and demand in the community. We work with vendors to keep costs down, go through a competitive process, and do what we can to get the services we need. Families are again encouraged to contact their legislature.</p> <p>Elise McKinnon: States it is the Secretary's discretion per the RCW to increase the gratuity. Feels COVID should not be total to blame for the cost increases.</p> <p>Sean Murphy (DOC): Again, it is a complicated process, working with the legislature every year for the Department's budget. The Secretary has some ability to make specific priorities, but the <u>legislature has to fund it</u>. There are very definite rules and laws around what the Department can/cannot do. The Department is committed to keeping costs low. The Department will continue to have conversations with the legislature on improving the lives of the incarcerated; we continue to focus on person-care coming first.</p> <p>Family Member: Does Correctional Industries (CI) negotiate the cost of Commissary?</p> <p>Sean Murphy (DOC): No one was on the call today to answer this question. The family member was asked to e-mail Sean for this information</p> <p>Emijah Smith: When the incarcerated cannot work due to COVID, are they still being paid?</p> <p>James Key (DOC): At this time, no.</p> | |
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| | <p>Emijah Smith: Asked that when the Incarcerated are told they cannot work due to COVID, there be an ask in the budget so they can be paid. Sean Murphy (DOC): This can be looked into.</p> <p>Family Member: Please elaborate on the partnership with California. When the incarcerated are released from a California institution, they receive a lot of money, including a lifetime pass for buses. Sean Murphy (DOC): The Department has a number of priorities; an EHR, a person-centered medical home, reduction of restrictive housing, person-centered care, and building up the Women's Division. We are competing with many state agencies for limited resources, so we prioritize. The legislature decides what they want to put forward, and the Governor has priorities. Funds are not limitless.</p> <p>Emijah Smith: Requested the information regarding the legislative process and budget be made available online. Ramona Cravens (DOC): Information was shared with the Family Councils before this meeting and will be attached to the meeting minutes (Attachment #4). Stephanie Carlson (DOC): Will work on adding this to the Executive Policy website.</p> | |
| <p>Open Public Forum</p> | <p>Family Member: Regarding the tablets through Securus – are they not accepting non-U.S. credit cards? Sean Murphy (DOC): You should be able to connect with Securus customer service regarding that specific question.</p> <p>Felix D'Allesandro: Is it possible to make it so all TVs can see TV-W? Lisa Flynn (DOC): That is one of the questions we are asking in our solicitation of providers for channels.</p> <p>Elise McKinnon: What is the timeline for the solicitation? Lisa Flynn (DOC): It is in the creation process and is being developed. Possibly close to February.</p> <p>Emijah Smith: For clarification, is there an active contract? Asking for TV-W and more culturally relevant channels. Lisa Flynn (DOC): Not yet. Some steps need to be completed first (i.e.soliciting vendors to see what they have, asking the incarcerated what they want)</p> <p>Emijah Smith: Many incarcerated do not recall their favorite channels. Can you include what the channels entail when you survey the incarcerated? Lisa Flynn (DOC): Yes. We will receive a new survey tool soon to be used to send surveys to the incarcerated, which will be used to ask about the channels they would like.</p> <p>Larry Jefferson, Director, Office of Public Defense for the State of WashingtonL - Shared that many clients' appellate contractors are not receiving phone calls from their clients (the incarcerated). Stated that the Office of Public Defense will do anything it can to support more access to virtual hearings. Regarding personal restraint petitions (PRP), he is working with Senator Saul Donna on a bill regarding the first time they are efilng a PRP. Regarding higher gratuity – people should also reach out to Representative Tara Simmons. He would also like to be a sponsor for the Black Prisoners Caucus</p> | |

Lisa Flynn (DOC): We were aware of the phone issues yesterday and are working on them. Regarding virtual hearings, DOC does provide assistance for quashing warrants, and our policy has been expanded to allow this. When you see things like this, please get in touch with Lisa Flynn (see [Sentencing Contacts | Washington State Department of Corrections](#)). Tracy Schneider's contact information is also there for PRP matters. Contact Lisa regarding the Black Prisoners Caucus.

Family Member: Two concerns regarding the tablets – 1) should each unit have two kiosks? 2) Is there a refresh fee for the tablets or any rental fee?
Dianne Doonan (DOC) The Department is charged a refresh fee. The charge does not pass to the incarcerated. Fees are paid when the incarcerated has intentionally broken their tablet. During a normal replacement, the fees are paid out of the commission the Department receives from Securus.

Family Member: Made statements regarding the Securus commission, the Family Councils, and Visitation. No questions appeared to be asked.

Family Member: How can the Statewide Family Council represent the interests of the incarcerated individual? As a formerly incarcerated individual, he does not feel DOC stands by its mission statement. Also suggested using California's Mac Ramp system for grievances

Sean Murphy (DOC): The Family Council is designed to give more voice to families. Due to the broadness of what is considered 'family,' the number of incarcerated, and the number of families, it can be challenging to hear everybody's voice. This is similar to a Tier-rep process, trying to hear every voice of 12,000 incarcerated. We are moving towards creating more person-centered services and continually looking for ways to improve.

Gwen McIlveen: Can tablets be taken away as a punishment?

Lisa Flynn (DOC): There is currently a hold on sanctions that would stop communication with families, including the tablets.

Sean Murphy (DOC): A Sanction may differ from access in higher levels of security, like restrictive housing at certain levels, or while in an observation area for mental health.

Gwen McIlveen: A lot of confusion for families regarding the changes of dates in Securus taking over from GTL, and would like to bring that awareness to DOC

Sean Muphy (DOC): DOC will continue to have the changeover run as smoothly as possible.

Emijah Smith: Can DOC's difficulties with Securus also be shared with families?

Sean Muphy (DOC): We will send this to the Implementation Team.

Elise McKinnon: Provided the statement that she feels the incarcerated should also be involved in the SFC meetings.

Family Member: What is the process for Tier Representatives?

Don Holbrook (DOC): There is difficulty in finding those incarcerated who want to take on the responsibility. Uncertain if there is formal voting at individual facilities. It is more about ensuring that those in the position are performing their duties (looking after the unit's welfare and the population there).

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| <p>EFV & Visitation Policy, Lisa Flynn, Correctional Program Manager (DOC)</p> | <p>The EFV policy is currently in the policy office reviewing recommendations. It is targeted for public comment around January 1st. <i>(Attachment #5, EFV Policy flow chart)</i></p> <p>The Visitation policy process will start when the EFV policy is through the public comment period.</p> <p>Emijah Smith: How can families be more proactive when they feel harassed by DOC staff during the visitation process? How do they vocalize their concern without fear of retaliation? Example: visiting one day, and the shoes they wore were good for Visitation; the next visiting day, the shoes were the same, but the visitor was not allowed to wear them and felt harassed.</p> <p>Sean Murphy (DOC): People should be able to bring concerns without fear of retaliation. We are working with our Amend partners to help staff to be more humane in their thought process. Local issues should be addressed through the facility Superintendent. If that does not work, please go up the chain with your concern - Eric Jackson, Deputy Assistant Secretary for the West Command; Jeff Uttecht, Deputy Assistant Secretary for the East Command; and Jo Wofford, Deputy Assistant Secretary for the Women's Command.</p> <p>Lisa Flynn (DOC): Will look into the shoe concern. For visitation concerns, please send them to Visiting Help & Support Washington State Department of Corrections or e-mail Lisa Flynn,</p> | |
| <p>Family Council Policy & Resource Document SFC Family Representative</p> | <p>Family Member: The new policy states the SFC meetings are not open to the public and does not feel that the language changes involve families.</p> <p>Elise McKinnon: Does not recall where the policy states that meetings are not public but will review policy. The family's big concern regarding discussion and collaboration; feels it did not happen. Does not feel families had a say in the timeline. There was a request for family input in the resource document. However, families were not given a copy of the parent (draft) policy to see how things went together, to help guide their review. There was no dialogue.</p> <p>Jeff Uttecht (DOC): There was dialogue, perhaps not in the same concept as families desired.</p> <p>Sean Murphy (DOC): There is an extensive amount of people who want input on all of the DOCs' hundreds of policies. We want to make sure we hear from people throughout this process. We must adhere to the Secretary's desires, the Attorney General's office, and the Governor's. We also consider the desires of the incarcerated and, of course, the families. We have timelines that we have to meet. The policy revision process is something the DOC clearly outlines in DOC Policy 100.100 Policy Development and Implementation; the intent is to follow that process. We may not agree on what the dialogue looks like or how much input one can have on all policies, but the Department holds and retains the authority and responsibility to draft what goes into policy.</p> <p>Family Member: Is this call recorded? Jeff Uttecht (DOC): Not anymore.</p> | |
| <p>Covid & Visitation Update, Dr. Alonso Pezo Salazar, Director of Infection Prevention Control (DOC) and James Key, Deputy Assistant Secretary (DOC)</p> | <p>Dr. Pezo-Salazar (DOC): Reviewed the recent updates on the COVID-19 Departmental strategies; instead of trying to diminish or prevent the transmission of COVID, following the DOH/CDC guidelines updates, we are able to improve access to medical, dental, mental health, programming recreation, and Visitation. We are also trying to promote education so that more people get vaccinated. Going forward, we are waiting for the CDC guidelines to come out regarding the specific guidelines in a correctional setting.</p> <p>No one has gone to the hospital as a result of COVID pneumonia.</p> | |

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| | <p>As for now, COVID is contagious, but it is much less severe.</p> <p>James Key (DOC): Over the last 45 days, on limiting cohorting, we have seen an increase in programming. Hoping by this weekend, we will be conducting Visitation as we used to. There is a new process for Special Visits (for those coming long distances/out of the country) for facilities in Outbreak status. Working on ensuring religious programs happen before the end of the year. In January, looking at family-friendly programming. Working with Dr. Pezo and his team regarding onsite weddings</p> <p>Family Member: SCCC has been in Outbreak status since September. Families were given numbers at the SCCC meeting, indicating no active COVID cases, yet we are still in Outbreak status. Why?</p> <p>Dr. Pezo (DOC): When a quarantine is removed due to people not testing positive, they do not need to remain separated or lockdown.</p> <p>The way COVID transmits, we wait seven to ten days for people to recover, then wait 21 days to ensure no active COVID (positive tests). However, if people refuse to test, we still have to wait.</p> <p>James Key (DOC): For SCCC, they had additional positive tests, so the timeline started again.</p> <p>Family Member: 1) Dr. Pezo – regarding SCCC, heading into flu season, what is the Department's theory for those who are symptomatic? 2) Regarding Co-horting in the unit, a facility required the visit to be through glass for families that have approved special visits. However, during a regular visit (same week), there is no glass with the same incarcerated. Why?</p> <p>James Key (DOC): Asked for timeframes regarding the co-horting due to recent changes in the protocol and will follow up via e-mail with the family member.</p> <p>Dr. Pezo-Salazar (DOC): DOC has a flu protocol. The first test provided is the COVID test. If negative, then we test for the flu. If positive for the flu, Tamiflu (including the main anti-virals) are available to our patients.</p> | |
| <p>Search Process – Focusing on Strip Searches Brandon Marshall, Facility Security Manager (DOC)</p> | <p>Brandon Marshall (DOC): Reviewed the strip search process (see Attachment #6)</p> <p>Sean Murphy (DOC): The strip searches are very impactful. We train staff to be professional as they are not a comfortable thing to do. Legislators recently offered alternatives to the strip searches, and we are working through them. However, more incarcerated individuals are inserting contraband into their bodies, which has created additional problems. Strip searches have held the test of time because - we <u>must</u> maintain the security and safety of individuals in our care.</p> <p>Gwen McIlveen: Is there a limit to the number of strip searches in one day?</p> <p>Sean Murphy (DOC): Per the criteria above regarding movement, we conduct strip searches. Also, when there is suspicion or when there is missing tools/equipment.</p> | |
| <p>Mental Health Overview Dr. Karie Rainer, Director of Mental Health (DOC)</p> | <p>Dr. Karie Rainer (DOC): With the easing of COVID restrictions, nearly every facility has started to shift towards a more proactive approach to assessments and treatment. If a facility is not providing services, it is due to the 50% turnover in staff, and we have not filled those positions yet. However, we are actively recruiting; we try to fill those positions with contractors, but it is not a good long-term solution. One strategy has been to have active training programs, partnered with various Washington State universities, to provide clinical training.</p> | |

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| | <p>Elise McKinnon: Are you working with the AMEND (for a holistic approach)? How will AMEND impact mental health?</p> <p>Dr. Karie Rainer (DOC): I was part of the early training. Some mental health staff also received training. Usually, those who seek out mental health just want someone to talk with. With AMEND, this need should be filled by the non-medical staff.</p> <p>Sean Murphy (DOC): We have a variety of cognitive behavioral intervention programs, including Thinking for a Change. When an individual is ready to receive mental health services, they must be willing. We also are not fully funded to provide full services.</p> <p>The mental health team has seen an increase in encounters and increased engagement. The Department recognizes the importance and value of seeing how someone's youth has affected adulthood.</p> <p>Don Holbrook (DOC): Out-of-cell time is extremely important. When the incarcerated are in a room with their peers and involved in programs, that participation helps to keep their minds engaged.</p> <p>Emijah Smith: How can someone obtain mental health services via telehealth?</p> <p>Sean Murphy (DOC): The Department continues to build its telehealth opportunities. However, some infrastructures limit what we can do. Additionally, the number of providers nationwide has dwindled.</p> | |
| <p>Open Forum</p> | <p>Emijah Smith: Regarding strip searches, can there be mats on the floor?</p> <p>Sean Murphy (DOC): Putting a mat down on the floor and having the ability to keep them sanitary becomes a problem. Additionally, we have seen multiple attempts to conceal materials under the mat as the search is conducted.</p> <p>Emijah Smith: Regarding communication with the policies, written feedback means someone has to interpret it; a feedback loop is very important.</p> <p>Family Member: Requested Brandon Marshall's e-mail address?</p> <p>Brandon Marshall (DOC): bcmarshall@doc1.wa.gov</p> <p>Family Member: Dr. Pezo, According to DOC's COVID quarantine removal plan, testing is not mandatory. Are people penalized for refusing to test?</p> <p>Dr. Pezo-Salazar (DOC): No. However, if there is an outbreak, we cannot assess the situation and must continue being in outbreak status for 21 days.</p> <p>Family Member: Are mental health services more for those with identified, diagnosed conditions?</p> <p>Dr. Rainer (DOC): Yes, for the most part. The DOC Health Plan outlines our priorities and services.</p> <p>Family Member: What are the certifications and qualifications of the mental health staff?</p> <p>Dr. Karie Rainer (DOC): Each team is led by a Washington State licensed psychologist. Teams are primarily comprised of psychology associates who are master-prepared therapists. Some work under a licensed psychologist's supervision through an agency-affiliated credential through the Department of Health. Several of our residential treatment unit staff are bachelor-prepared people who provide supplemental services.</p> | |

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| | <p>We have psychiatric services provided through psychiatrists who are doctorate-prepared, as well as ARNPs who can prescribe. These providers offer direct care and telehealth services.</p> <p>Family Member: What is the ratio of finding something in a strip search? Sean Murphy (DOC): That is a broad number across the agency and is not something we can currently provide.</p> <p>Family Member: Do facilities have music programs? Pre-COVID, they were shut down. Don Holbrook (DOC): Yes, depending on the facility's ability. Sean Murphy (DOC): We will get more information at the next meeting.</p> <p>Family Member: Are facilities going back to mainline? James Key (DOC): Yes, as long as there is no outbreak, we are going back to mainline. However, some facilities have capital projects happening (AHCC), which will interrupt mainline.</p> <p>Family Member: 1) At the last meeting, we were told grab-and-go meals were a security risk. 2) When AMEND came in, they were surprised that the incarcerated had only 20 minutes to eat. 3) Can you do a department-wide survey of the incarcerated on how they would like their meals? Sean Murphy (DOC): We have significant contraband and cost issues, and we must increase the staff needed to search for grab-and-go meals. 1) There is a cost concern (packaging materials) and a quality of food concern. There was an alarming increase of pruno (incarcerated-made alcoholic beverage) found. Cost, staffing, ease of access, and contraband are all concerns. 2) We have different systems. Norway's largest facility has around 350 incarcerated individuals; our largest facility is around 2,200. However, through the legislature, things are changing with the hopes of decreasing our population. 3) There are no plans to survey 12,000 incarcerated individuals.</p> <p>Family Member: Would like an investigation into the Statewide Family Council elections. Sean Murphy (DOC): Agreed to look into it.</p> <p>Family Member: Feels there is not enough mental health care in prisons. There needs to be accountability.</p> <p>Family Member: Is there any update for the mattresses? Don Holbrook (DOC): Yes, the material should be here in December.</p> <p>Family Member: With the cold winter months, how will the Department handle the cold weather? Specifically for AHCC, for those who need to stand outside for pill-line. James Key (DOC): At AHCC, pill-line is moved indoors.</p> <p>Elise McKinnon: What is the staff requirement for searching incarcerated women? Brandon Marshall (DOC): Both of the staff must be female.</p> <p>Elise McKinnon: Regarding SCCC outbreak status, why were the November 23rd cultural events canceled when everything else was happening (programming, Visitation)</p> | <p>Next meeting: provide additional information about facility music programs at facilities.</p> |
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| | <p>James Key (DOC): We are only doing religious events based on CDC guidance. No family-friendly or cultural events until after the first of the year.</p> <p>Dr. Pezo-Salazar (DOC): It is a step-by-step process based on the CDC guidelines for correctional settings.</p> | |
| <p>Closing Emijah Smith & Jeff Uttecht (DOC)</p> | <p>Ramona Cravens (DOC): Please send agenda items through your LFCs and SFCs. Updating of Action Items:</p> <ul style="list-style-type: none"> o DOC Legislative Process: Closed. o Family Council Policy: Closed. o EFV Standards & EFV Policy Revision: Was February 2023, updating due date to May 2023. Updates will continue. o Cultural Program Policy Development: Was February 2023, updating due date to May 2023. Updates will continue. o IITS Implementation Update: Was February 2023, updating the due date to May 2023. Updates will continue. o Hobby Craft Purchases: Was November 19, 2022. Extending the due date to May 2023 o PDFs in Lieu of Books: Was November 19, 2022. Extending the due date to January 2023. o Cable TV – Addition of Cultural Channels - Was November 19, 2022. Extending the due date to May 2023 <p>Emijah Smith: Recommended having an update at the next meeting on what made it through the budget process.</p> <p>Jeff Uttecht (DOC): Acknowledgment of Emijah Smith as his Co-Chair partner, Elise McKinnon as the Family Co-Secretary, and new & previous SFC/LFC position holders. The person elected as the 2023 Co-Secretary cannot fulfill the position, so we will work on trying to fill it.</p> <p>Emijah Smith: Thank you to everyone. She encouraged everyone to share with other families and friends regarding the Family Councils to tell them about the opportunities. Although things do not move as fast as families would hope, the Family Council is a great way to build relationships and get answers/clarity.</p> <p>Gwen McIlveen: As this will be her third year in her LFC/SFC position, she has learned something new every year; it is not a popularity contest or clique: We are here to represent our loved ones and families; to partner and have a respectful relationship with the DOC, and to voice our concerns.</p> | <p>Next meeting: Update on what made it through the budget process.</p> |

Roundtable open discussion

Next meeting location: MS TEAMS Date: January 21, 2023 Time: 10:00 am – 3:00 pm

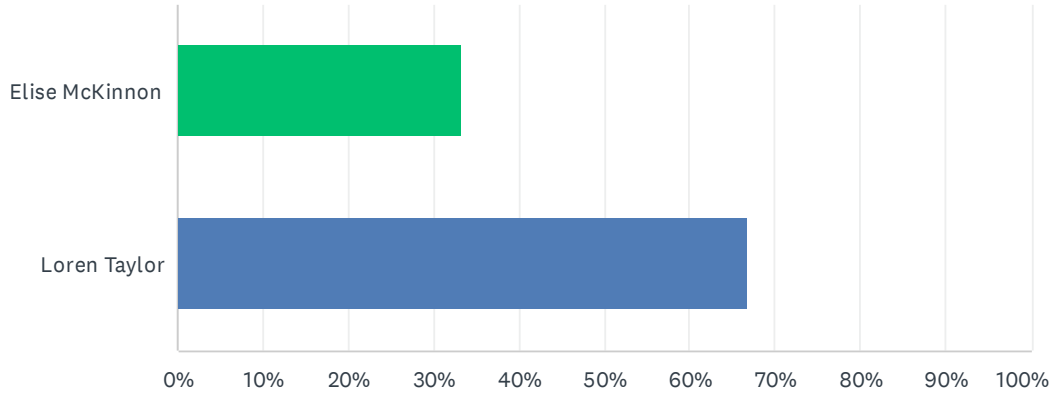
Comments: _____

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

Q2 Co-Chair:

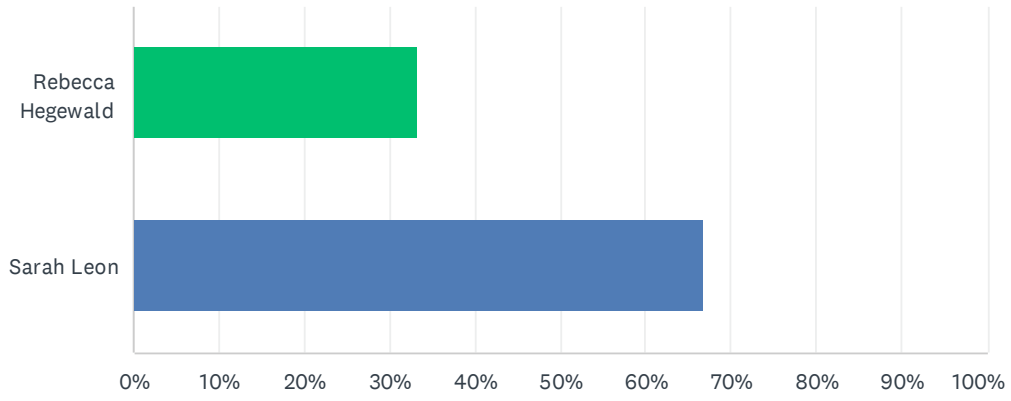
Answered: 6 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|----------------|-----------|---|
| Elise McKinnon | 33.33% | 2 |
| Loren Taylor | 66.67% | 4 |
| TOTAL | | 6 |

Q3 Vice Chair:

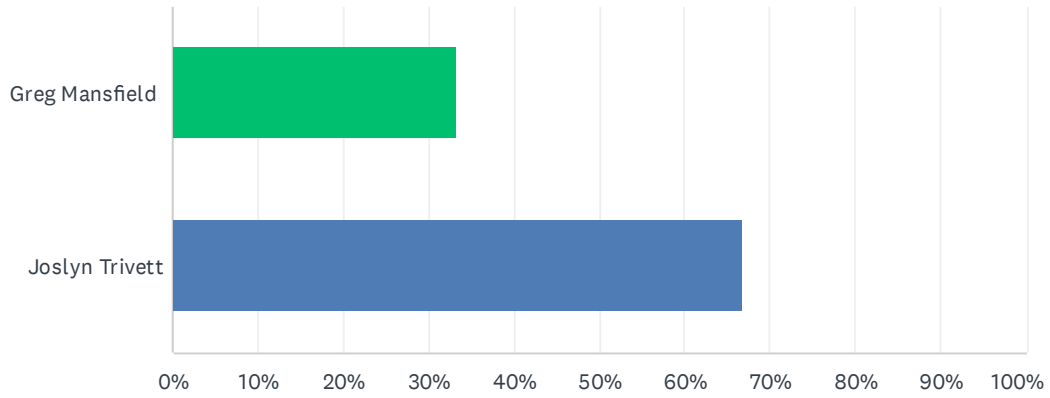
Answered: 6 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|------------------|-----------|---|
| Rebecca Hegewald | 33.33% | 2 |
| Sarah Leon | 66.67% | 4 |
| TOTAL | | 6 |

Q4 Co-Secretary:

Answered: 6 Skipped: 0



| ANSWER CHOICES | RESPONSES |
|----------------|-----------|
| Greg Mansfield | 33.33% 2 |
| Joslyn Trivett | 66.67% 4 |
| TOTAL | 6 |



FAMILY COUNCIL ACTION ITEMS

| Reference | New Action Items Opened | Assigned To | Date Opened | Date Due | Date Closed |
|-----------|---|-------------------------------------|-------------|------------|-------------|
| | Name of Issue Discussed in Meeting: Key Points/Discussion: Description of issue Update: Update from each meeting till closed | Owner of Issue | mm/dd/yyyy | mm/dd/yyyy | mm/dd/yyyy |
| Policy | Allowing PDFs from books into facilities when the publisher has allowed the printing. (i.e., Dungeons & Dragon game) | Brandon Marshall/Tracy Schneider | 09/17/2022 | 11/19/2022 | |
| Process | <p>EFV Standards/EFV Policy Revision: <u>5/21/2022 update:</u> Extending due date - a June 30th deadline has been set for facilities to complete Standards; DOC working on statewide process for sign-ups for EFV's; Policy Revision – current status? <u>07/16/2022 update</u> – EFV Policy, waiting for the FC policy to be out for public comment. Then EFV policy revision will be sent out gather feedback, to follow the Policy process. EFV Standards – still working on creating department standards across the state. Extending due date to 11/19/22 to allow for the policy revision process time. Also updated title from <i>EFV Standards/sign-up process/EFV Policy Revision</i>, to <i>EFV Standards/EFV Policy Revision</i> as the signup process is included in the EFV policy revision. <u>09/17/2022 update:</u> Currently working on gathering feedback from the SFC.</p> | Lisa Flynn/Dawn Taylor/Liz Hainline | 04/28/2022 | 02/01/2023 | |

Attachment #2

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|----------|--|----------------------------|------------|------------|--|
| | Extending due date to 02/01/2023 to allow for policy revision process. | | | | |
| Policy | <p>Cultural program policy development</p> <p><u>01/17/2022 update:</u> Extended due date to 06/01/2022 due to delay in start date.</p> <p><u>05/21/2022 update:</u> Extending due date as the start date was 6/01/22</p> <p><u>07/16/2022 update:</u> Work group starting up again. Extending due date, for November 2022 meeting for status update.</p> <p><u>09/17/2022 update:</u> Nancy Simmons is now the point person for this policy. A virtual meeting will be scheduled with those interested r previously involved in the work group. Hope to have the draft policy submitted to Policy Office in December. Extending due to 02/01/23 to allow for policy revision process.</p> | Nancy Simmons/Dawn Taylor | 11/20/2021 | 02/01/2023 | |
| Contract | <p>IITS update – discuss contract and current connectivity issues.</p> <p><u>05/21/2022 update:</u> Deadline extended to 07/16/2022 for an update on the implementation schedule of Securus/tablets/go-live dates/schedule of what facilities are next.</p> <p><u>7/16/2022 update:</u> Implementation has begun. Anticipated completion, 02/23/23. Extending due date until February 2023, but will request status update at November 2022 meeting.</p> <p><u>09/17/2022 update:</u> Services have been implemented at MCCCW, phones & tablets at WCCW. Will be</p> | Tom Fithian/Keith DeFlitch | 03/19/2022 | 02/25/2023 | |

Attachment #2

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| | working on next phase for the Men's prisons. | | | | |
| Policy | <p>DOC 530.155 Family Policy Revision/Work groups <u>04/21/22 update</u>: Suggestions to Policy revisions received. In the process of turning it over to the Policy Analyst for further evaluation.</p> <p><u>5/21/22 update</u>: Suggested policy revisions have been submitted to the Policy Analyst and is in the Draft Period. Public Comment period to come. Extending due date to 09/15/22</p> <p><u>07/16/2022 update</u>: Family feedback was incorporated into the policy, where some feedback belonged in other policies; and some of the feedback that could not be used in policy have been incorporated into document/job aid, which will be sent back to families to review. Due date extended to 11/19/2022.</p> <p><u>07/29/2022 update</u>: Open for public comment through 08/12/2022</p> <p><u>09/17/2022 update</u>: The policy is currently with the Secretary for review/signature. We hope to have it signed before 11/01/2022</p> | SFC Co-chairs | 11/20/2021 | 11/19/2022 | |
| Policy | <p>Hobby Craft Purchasing– Request for families to be able to purchase from Hobby Craft</p> <p><u>09/17/2022 Update</u>: Extending the due date from 9/17/22 to 11/19/22 to allow the Department to work on this.</p> | Tracy Schneider /Christopher Stone /Janet Nelson | 7/16/2022 | 11/19/2022 | |

Attachment #2

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|----------------|---|---|------------------|-------------------|--|
| <p>Process</p> | <p>TV Cable - can additional African American channels be added <u>09/17/2022 Update:</u> A paper survey and family input, which is being utilized. Still looking at different satellite providers and waiting on national survey sent to other states/companies to see if theirs would meet Washingtons needs. Also working on a survey tool to send to the I/I. Extending due date from 9/17/22 to 11/19/22 to allow the Department to work on this.</p> | <p>Tracy Schneider /Christopher Stone /Janet Nelson</p> | <p>7/16/2022</p> | <p>11/19/2022</p> | |
| <p>Process</p> | <p>DOC Legislative Process/Updates – What kind of request is DOC asking for the next legislative session (eg. IIBF, Gratuity increase, healthier food for CI, Mental Health investments - therapists). When will the Department start planning meetings. <u>09/17/2022 Update:</u> a brief description was provided. One of the big “asks” is for more fending for Health Services. The Strategic Plan is being developed for the next, upcoming biennium (2024). For suggested changes, please reach out to your legislature. Families still request additional information. Extending due date from 9/17/22 to 11/19/22.</p> | <p>Sean Murphy or Designee</p> | <p>7/16/2022</p> | <p>11/19/2022</p> | |
| | | | | | |
| | | | | | |

| Reference | Closed Action Items | Assigned To | Date Opened | Date Due | Date Closed |
|-----------|---|-----------------------|-------------|------------|-------------|
| | Name of Issue Discussed in Meeting: Key Points/Discussion: Description of issue Update: Update from each meeting till closed | Owner of Issue | mm/dd/yyyy | mm/dd/yyyy | mm/dd/yyyy |
| Process | Breastfeeding during Visitation – To allow <u>during and in the visitation room.</u> <u>10/13/2022 Update:</u> After consulting with the Attorney General’s office, DOC will not be allowing breastfeeding inside the visitation rooms. However, designated locations for nursing mothers are provided. Closed. | Don Holbrook. | 09/17/2022 | 11/19/2022 | 10/13/2022 |
| Process | GIPA Report (removed the word “Update” & added “Report”) <u>07/19/2022 Update –</u> DOC just received the report. Will require time to process. Once this is completed, a summary will be posted on the DOC website. Due date extended to November 2022 <u>8/15/2022 Update –</u> Report emailed to families. <u>09/17/2022 update:</u> The report is posted on the departments website. The Women’s Division is working on implementing many of the suggested improvements, future updates can be provided around them. Closed. | Jeannie Darneille | 03/19/2022 | 11/19/2022 | 09/17/2022 |
| Policy | Gratuity Increase request for Incarcerated Individuals <u>7/16/2022 update –</u> It is too late to add this request for the current legislative session. <u>8/16/2022 Update -</u> Why too late/when is the cut off? <u>09/17/2022 update:</u> DOC plans to | Eric Jackson TBD | 05/21/2022 | 09/17/2022 | 09/17/2022 |

Attachment #2

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|----------------|---|--|------------|------------|------------|
| | pursue funding to increase gratuity levels during the next budget cycle. Unfortunately, we did not have enough information to include it with the current budget requests that have already been sent to the Governor. Postponing topic for the next budget cycle funding requests. | | | | |
| Policy | Legal Mail and Regular Mail – What is considered Legal Mail, according to policy. Explanation of Rejected Mail – what is it, what does makes it rejected. <u>09/17/2022 Update</u> : Explanation provided by Ms. Schneider. Those still having issues/concerns, please email Tracy Schneider. Closed. | Tracy Schneider /Christopher Stone /Janet Nelson | 7/16/2022 | 09/17/2022 | 09/17/2022 |
| Process | Overview of Education Program <u>07/16/2022 – presentation completed.</u> Closed | Danielle Armbruster /Kristen Morgan | 05/21/2022 | 07/16/2022 | 07/16/2022 |
| Policy | Vendors used (for CI/Union Supply) – why families cannot order (for example) from Amazon or directly from DOC wholesale vendors Closed | Tom Fithian | 03/19/2022 | 05/21/2022 | 05/21/2022 |
| Mission/Vision | AMEND update 5/21/22 – presentation given. Closed | Courtney Grubb | 03/19/2022 | 05/21/2022 | 05/21/2022 |
| Communication | Option for families who do not want to share their personal emails, but still want communication. <u>04/19/22 update</u> – Family Listserv for facility & State initiated. See memo sent from Mike Obenland & Jeannie Darnielle 03/29/2022. <u>4/28/22 update</u> – “Get Response” – Update of Get Response model to further enhance family | Rachael Ericson | 11/20/2021 | 06/30/2022 | 05/21/2022 |

Attachment #2

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|--|--|--|--|--|--|
| | communication. Due date extended from 4/15/2022 to 06/30/2022. <u>5/21/22 update</u> : Ready to go and looking for volunteers. To start sending out messages the end of this month. Closed | | | | |
|--|--|--|--|--|--|

Distribution: **ORIGINAL** – Family Council Co-Chairs

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November 2, 2022

TO: All Prisons Staff
All Incarcerated Individuals
All Interested Parties

FROM: Incarcerated Technology Services Project Team

SUBJECT: Securus Technologies Expanding to Men's Prisons

Earlier this year the Washington State Department of Corrections (DOC) announced a contract with Securus Technologies to provide phones, tablets, and video visits throughout our facilities. Following a successful proof of concept at the two Women's Prisons Division facilities, we are excited to announce an expansion of Securus services into the Men's Prisons Division over the coming months. This update is provided to keep you aware of the work in process and next steps.

The DOC / Securus ITS Project Teams recently updated the implementation schedule (attached) for each facility which includes the anticipated 'go-live' dates for phones, tablets, and video visits. Please be aware these dates are anticipated and may need to be slightly adjusted in response to any unforeseen implementation issues.

As each facility nears its anticipated 'go-live' date, Securus / DOC will be sending updated messages to staff, incarcerated individuals, and family/friends of the incarcerated. The facility specific messages communicate information about the change to Securus, date of new service(s), and will include important information about establishing/funding a Securus account prior to the 'go-live' date. By design, each facility will first switch to the Securus phone system, then tablet implementation follows, and finally video visits.

Securus employees and DOC liaisons will be onsite during implementation activities and will be providing training and assisting individuals with understanding and using the new technology. Although implementation issues are rare, unanticipated problems may arise during switch over activities. After reviewing lessons learned from the proof of concept, Securus and DOC Project Teams worked together to make adjustments in the implementation activities to mitigate potential problems.

Although a list of frequently asked questions and answers can be found on the ITS website [here](#), an additional question often asked is how any remaining GTL funds will be reimbursed.

Friends and Family

You can find information about how to contact GTL/ViaPath for refunds on their phone services page in IDOC at [Vendor Phone Services | Washington State Department of Corrections](#).

Incarcerated Individuals

Any remaining balance in a currently incarcerated individual's PIN Debit account will be refunded in a single transaction paid to DOC after all of the facility transitions have been completed. Details and timing of the processing of those funds are still being finalized. DOC will work with the new vendor to transfer those funds into Securus accounts which the incarcerated individuals can access.

Note: PIN Debit balance information is only available to DOC and the incarcerated individual. Friends and family are not authorized to receive information or refunds for PIN Debit account balances.

We thank you for your patience as we work carefully to transition these important services from our current vendors to Securus.

**Anticipated Individual Technology Services (ITS)
 Implementation Schedule
 Installation and Service Deployment**

| | |
|---|--|
| <p>3. AHCC</p> <ul style="list-style-type: none"> a. Install: 8/8 – 10/25 b. Phones Go-live: 11/3 c. Tablet Go-Live: 12/5 d. SVC Go-Live: 1/25/23 | <p>4. CRCC</p> <ul style="list-style-type: none"> a. Install: 10/12 – 11/14 b. Phones Go-live: 11/17 c. Tablet Go-Live: 12/7 d. SVC Go-Live: 01/10/23 |
| <p>5. LCC</p> <ul style="list-style-type: none"> a. Install: 10/31 – 11/8 b. Phones Go-live: 11/15 c. Tablet Go-Live: 01/31/23 d. SVC Go-Live: 02/16/23 | <p>6. MCC</p> <ul style="list-style-type: none"> a. Install: 10/17 – 11/1 b. Phones Go-live: 11/8 c. Tablet Go-Live: 01/05/23 d. SVC Go-Live: 01/18/23 |
| <p>7. SCCC</p> <ul style="list-style-type: none"> a. Install: 10/19 – 11/3 b. Phones Go-live: 11/10 c. Tablet Go-Live: 12/14 d. SVC Go-Live: 02/01/23 | <p>8. CBCC</p> <ul style="list-style-type: none"> a. Install: 11/7 – 11/28 b. Phones Go-live: 12/05 c. Tablet Go-Live: 01/24/23 d. SVC Go-Live: 02/22/23 |
| <p>9. WSP</p> <ul style="list-style-type: none"> a. Install: 10/24 – 11/1 b. Phones Go-live: 11/8 c. Tablet Go-Live: 01/11/23 d. SVC Go-Live: 02/01/23 | <p>10. CCCC</p> <ul style="list-style-type: none"> a. Install: 10/10 – 10/27 b. Phones Go-live: 11/3 c. Tablet Go-Live: 12/12 d. SVC Go-Live: 1/10/23 |
| <p>11. OCC</p> <ul style="list-style-type: none"> a. Install: 10/21 – 11/9 b. Phones Go-live: 11/16 c. Tablet Go-Live: 01/17/23 d. SVC Go-Live: 01/26/23 | <p>12. WCC</p> <ul style="list-style-type: none"> a. Install: 11/28 – 11/30 b. Phones Go-live: 12/7 c. Tablet Go-Live: 02/14/23 d. SVC Go-Live: 02/28/23 <p>*must be last male facility</p> |

Tablet Go-Live - will include a phased approach for purchased content application enablement. (i.e., Day 1 enable games downloads, once all games download, move to enable music downloads (Day 1/2), lastly work to enable eMessaging downloads (Day 2+ or once all other purchase content has successfully downloaded).

Why - to reduce degradation and traffic congestion with all individuals downloading content on the wireless access points all at the same time. Premium content will be phased to increase user supportability and reduce user frustration.

Improving Public Safety by Positively Changing Lives

Agency Requests and the Legislative Process

2023-25 Biennium



DOC Agency Request Legislation submitted to the Governor's office and the Office of Financial Management (OFM) for consideration in the 2023-25 legislative session:

- **Elimination of Fees for Extended Family Visitation (EFV)** – eliminating the EFV fee altogether to support reentry and family reunification.
- **Victim Witness Confidentiality** – exempting from the Public Records Act information about enrollees and information about specific victim/witness notifications and aligning 72.09.714 with the new offenses added for notification requirements made to 72.09.712 per SHB 5245.
- **Transition Teams** – inclusion of Department of Corrections in transition teams for those on conditional release from the Department of Social and Health Services.

DOC's biennial budget request focuses on three primary themes: addressing racial and gender inequities; cultivating health, safety and wellness; and improving public safety through successful reentry services.

A few budget proposals of interest:

- Reducing isolation in restrictive housing units and continuing work with AMEND
- Increasing support for addiction treatment and diabetic care
- Continuing implementation of an Electronic Health Records system
- Pursuing Health Care Accreditation through the National Commission on Correctional Health Care
- Expanding access to virtual court hearings and telehealth services.
- Creating a gender responsive correctional system
- Implementing Governor Inslee's Pro-Equity Anti-Racism executive order

The Department of Correction's agency budget requests can be viewed by visiting <https://abr.ofm.wa.gov/> Select the '2023-25 Regular' budget session, then select 'Department of Corrections'.

The Governor will release his budget proposal no later than December 20th, 2022.

- If any of DOC's agency request legislation proposals are included in the Governor's budget, the department is able to reach out to legislative members for official bill sponsorship.
- If the Governor's proposed budget does not include our legislative proposal(s), members could still opt to sponsor the bill but the department's position would be limited to providing information on impacts.

Once proposed legislation is sponsored, it will be given an official bill number.

- HB ##### if the sponsor is from the House
- SB ##### if the sponsor is from the Senate.
- A bill can be sponsored in both chambers.

Legislative session will begin on January 9, 2023.

DOC bills will be heard in the Senate by the “[Law & Justice](#)” (for bills related to sentencing) and “[Human Services, Reentry & Rehabilitation](#)” committees, and in the House by the “[Public Safety](#)” committee.

- The committee agendas are set by the committee chairs and not all bills get “heard”.
- The committees will study the bill, and will usually hold public hearings on it.
- The committee can then pass, reject, or take no action on the bill.

If a proposed bill has fiscal impact (it costs or saves money) it will be referred to the [Senate Ways & Means](#) and/or the [House Appropriations](#) committees to repeat the above process.

If passed by the fiscal committees, the bill will be brought forward for a floor vote, and all Senators and/or House Representatives will get the opportunity to vote on the proposal.

If the bill passes the floor vote, it will move to the other chamber (Senate bills go to the House, and House bills go to the Senate) to repeat the entire process from the beginning.

There are various cut-offs (the last day to make it through one of the steps) throughout the legislative process. If a bill does not make it passed cut-off it is considered “dead” and is VERY unlikely to be passed.

DOC will be updating the [Executive Policy & Legislative Affairs](#) web page, and will include any bill with impacts to DOC and/or the populations we serve as they move along through the legislative process.

Additional Resources:

- [How to read a bill](#)
- [How a bill becomes a law](#)
- [Overview of the legislative process](#)
- [Legislative Calendar](#)
- Email notification [sign-up](#) for Legislative committee schedules.
- All the hearings can be watched on [TVW](#).

DOC 590.100 *Extended Family Visits*

Policy Revision Feedback process for families*



Refer to the following link for the full policy review process:

<https://doc.wa.gov/docs/publications/fact-sheets/100-FS002.pdf>

Policy feedback should include recommendations for the following areas:

- Policy Section
- General Responsibilities
- General Requirements/Eligibility
- Application process
- Authorization/Appeals
- Other areas of interest

Individual input from families may be submitted through the Policy Feedback Portal located at

<https://doc.wa.gov/information/policies/feedback-survey.htm>

Follow the attached link to the public web site for **DOC 590.100 *Extended Family Visits***:

<https://www.doc.wa.gov/information/policies/showFile.aspx?name=590100>

July 28, 2022

*This is an anticipated timeframe, subject to change.

Introduction

Brandon Marshall – Chief of Security

- Been with the Department since 2004
- Has worked in custody for the bulk of his career, starting as a Correctional Officer and most recently as the Captain at WCCW.
- Worked as an instructor at Correctional Worker CORE.
- Security Specialist in the Security Management Unit working with all of the security-related policies, property, searches, inspections, key, and tool control.

Strip Searches

Routine

Strip searches are conducted when an incarcerated individual:

- Enters or exits restrictive housing or other secure areas identified by the superintendent,
- After contact with the public or transport in the community while housed in levels 3, 4, and 5 facilities

Suspicion

A strip search may be conducted when

- Reasonable belief has been established that the individual is carrying contraband that is dangerous to themselves or others or creates the potential to disrupt the orderly operations of the facility.

Documentation

All strip searches must be documented to include

- Date of search
- Name of the incarcerated individual
- DOC number
- Reason for search
- Names and genders of employees conducting the search

Search Process

All strip searches will be conducted in pre-designated areas in the facility to ensure the privacy of the individual being searched.

All searches will:

- Be conducted in a professional manner, recognize privacy needs, avoid unnecessary force, embarrassment, or the indignity of the individual being searched

Two trained employees will conduct a strip search.

- Searches of male individuals require at least one staff member to be male; if the second is female, the staff member will position herself to observe the searching officer and not in direct sight of the individual being searched
 - Staffing requirements will be followed unless waiting for an employee would result in serious bodily injury to the individual or others
- A strip search is a visual inspection of an individual and a physical search of their clothing and personal belongings.

Body Scanners

I will give a brief explanation of where the Department is with the body scanners at WCCW and WCC

Senate Bill 5695

- Requires DOC to establish a comprehensive body scanner program at WCCW and a male facility as a part of a pilot program to create drug-free prisons
- Requires each person entering the secure perimeter of a prison with a body scanner to undergo a security screening with a body scanner

History of Body Scanners

- A body scanner has been in the WCCW visit room since March 2019
 - From March 2019 – August 2022, over 18,000 body scans were conducted
 - Reasons for body scans
 - Visitation – Including EFVs
 - Intake
 - Individuals returning to the facility from
 - Medical transports
 - Transfers
 - Outside work crews

Why are strip searches still conducted?

- The body scanner is a powerful tool that has helped reduce the number of strip searches; however, the ability to completely eliminate strip searches is not possible at this time.
- The body scanner is an effective tool for replacing strip searches in circumstances where scheduled, routine searches are required, such as:
 - Visits
 - Intakes
 - Return of outside work crew
 - Transportation

The body scanner is not appropriate in all circumstances, such as:

- Placement of an individual in restrictive housing
- Positive body scan prior to a dry cell watch
- An individual is combative or assaultive
- Movement to the body scanner would jeopardize the recovery of contraband
 - Specialty team searches of living units

Additional benefits of strip searches

Strip searches help identify issues that cannot be detected with a body scanner, such as

- Signs of abuse
- Communicable diseases
- Can be conducted where body scans are not logistically feasible, such as unit searches, or where movement could cause the loss of contraband or threaten the safety of the individual or others