



**STATEWIDE FAMILY COUNCIL  
MEETING MINUTES**

Date/Time/Location: September 17, 2016 10:00 – 3:00 Correctional Industries, Tumwater, WA

**MEETING ATTENDEES**

**Department Co-chair:** Carrie Kendig  
**Department Secretary:** Bea Giron

**Family Co-Chair:** Don Gilbert, CRCC

**Family secretary:** Moira O’Crotty

**State Council  
Representatives:** TERRI CAMPBELL, WCCW  
 SUZANNE COOK, WSP  
 THOMAS JACOBS MCCW  
 VERNA WESTMAN SCCC  
 ELLEN WOODS, AHCC  
 MOIRA O’CROTTY LCC  
 DON GILBERT, CRCC  
 MELODY SIMILE, CCCC  
 LORETTA FISHER, MCC  
 PATTY TILFORD WCC

**Family Participants:** Julie Tackett, MCC/SOU; Morna Gilbert, CRCC; Michelle Fox, MCC; Susan Cooksey, SCCC; Dean Woods, AHCC; Lathaniel Ray, WCCW; Laurie Dawson, WCCW

**DOC guests:**

Belinda Stewart, Prisons Division  
 Steve Sinclair, Assistant Secretary, DOC Prisons  
 Mary Jo Curry, Health Services, Program Administrator  
 Jody Becker-Green, Deputy Secretary, DOC  
 Dick Morgan, Secretary, DOC  
 Carolynn House-Higgins- Strength in Families Program Administrator  
 Jeremy Rescorla, Strength in Families, Program Trainer  
 Carlos Lugo, Ombuds, DOC

**AGENDA**

**Welcome and Introductions:** Carrie Kendig, Don Gilbert

Topic	Discussion/Key Points	Next Steps
<b>Welcome and Introductions</b>	<p><b>Don Gilbert</b> - Hiring fair in fairgrounds in Puyallup-Oct 11. Share with any companies that are inmate friendly. The fair would be a great place to learn about the benefits of hiring an inmate.</p> <p>Next year’s SFC meeting schedule was handed out and will be posted on DOC’s public website in December.</p>	

**Family Services Update** –Bea Giron

- KUBI camps** – Belfair (June 22-24) and Yakima (August 17-19) KUBI was in W WA this year with 30 kids. Statewide Family Council Representatives volunteered as well as staff from DOC at all levels of the agency. Kids were able to enjoy being with others kids that have an incarcerated parent. Inmates must sign the child up. Inmates and caregivers have written in thanks for the camp. E. WA camp went well with 19 kids. KUBI camp allowed kids to be open share about their parents being incarcerated. It is a relief for them when they can talk about what really is going on. Camp started with a “circle” asking kids affected by incarceration to step into the circle and they are all surprised when all the kids step in, as well as some of the staff. Jody Beaker Green, DOC Deputy Secretary recognized Verna and Terri for their participation at the camp. Verna was camp nurse & and Terri served lunch on the first day along with Wendy Dubinsky (not present). DOC staff who participated in camp acknowledged how the camp help change their view of families of incarcerated.
- OBF event funding** – The total OBF has been determined. If SFC members want a copy of their facilities events approved and funded please contact Bea. Only first quarter funds were sent to facilities in July. Revenue for the fund has decreased because of the federal court decision on reduced phone rates.
- Parent Teacher Conferences-** Parent teacher conferences (PTC) will happen again this fall. Bea stream lined the process to make it easier for parent’s to participate. Last spring there were 35 PTC. WA has 297 school districts and Bea has worked with OSPI to inform each district and encourage them to participate. PTC are teleconferences between the teachers, inmate and child and caregiver when possible. Conferences cannot be scheduled without approval of child’s caregiver unless there is a court order to the contrary. PTC provide an incarcerated parent the chance to participate in their child’s schooling. All PTCs must be initiated by the incarcerated parent. Contact Bea Giron with any questions.  
[Beatrice.Giron@doc.wa.gov](mailto:Beatrice.Giron@doc.wa.gov)

*Family Comment:*  
Incarcerated parents could also help with homework assignments.

**New Business**

<p><b>Presentation:</b> Carlos Lugos- DOC Ombuds</p>	<p>Don introduced Carlos Lugo as the new DOC Ombuds. Carlos is bilingual, understands politics, and worked at DOC prior to being hired as Ombuds on a project analyzing barriers to visitation for Latino inmates. Carlos has worked on political campaigns and built coalitions at the local, state and national levels. He has also worked as a legislative assistant advising a member of congress in the areas of health care, and women and children issues.</p> <p>Carlos is in the process of developing the Ombuds policy/procedures and will be the owner of new “Ombuds” policy. He will look at allegations that DOC has violated law, WACs, or department policy as well as systemic issues that may impact fairness. He shared that while working on the Latino project at DOC he discovered that inmates with ICE detainees were not allowed to have EFVs resulting in 33% of Latino inmates being immediately denied. DOC has since changed policy as a result of his recommendations. Carlos plans to continue meeting with families.</p> <p>Carlos was asked how he would remain impartial being an employee of DOC. He will maintain his independence by not answering to the Prisons Division or the Community Corrections Division but to the Executive Policy Director, Alex MacBain. He will also provide an annual report to the Secretary. Carlos feels he is going to be able to maintain integrity and said that while receiving complaints can become routine, he recognizes and will keep in mind that for families it’s not a complaint but THE complaint. Carlos has looked into other states with internal and external Ombuds and feels this is an effective way for DOC to remain transparent, consistent, fair and accessible.</p>	<p><i>Family Comment:</i> What is the timeline line when he will move forward with working with families? <i>Response:</i> The process for creating a new policy takes a while. Carlos is anxious to start working with families and inmates but the process needs to be done right. He hopes that it could be done by November/December but will give an update at the next SFC meeting.</p> <p><i>Family Comment:</i> Can Carlos be a part of the Statewide Family Council meetings to hear families’ concerns? <i>Response:</i> Yes, Carlos agreed to attend SFC meetings.</p> <p><i>Family Comment:</i> When can families reach out to Carlos with concerns? <i>Response:</i> Families can submit concerns now but they will not be addressed until the policy is in place.</p>
<p><b>Presentation:</b> Visit Searches Steve Sinclair- Assistant Secretary- Prison’s Division, Belinda Stewart-</p>	<p>Steve Sinclair and Belinda Stewart talked about drugs entering DOC. Please see attached presentation PowerPoint. DOC is proposing that pat searches happen at all facilities, currently only two facilities conduct routine pat searches.</p>	<p><i>Family Comment:</i> Family’s think that pat searches will make it harder for visitors especially if they are not conducted with</p>

<p>Prison Program Administrator</p>	<p>Steve acknowledges that majority of visitors do not bring or send in contraband. Camps deal with the most contraband because there are more opportunities for contraband. Two Canines have been brought online to help with searches with the goal of adding more in the future. Procedures are being put in place to search staff as well. Three new x-ray machines have been purchased to use for officer searches. Peer pat searches are currently being done. Families would like staff searches implemented before family searches. Families are asking for a resource to anonymously report contraband information. Morna “polled” inmates and ex-inmates to ask if searches will help address the contraband issue. Morna spoke of being assaulted during a “pat” search. Making rules tougher makes inmates smarter. Elderly and children are staying away due to invasive searches of families. Little gain, huge loss of family involvement Morna asked for better training so family members do not feel violated in the process.</p> <div data-bbox="462 1003 522 1073" data-label="Image"> </div> <p data-bbox="407 1077 578 1140"> <b>Family Council</b>  <b>Sept 2016.pptx</b> </p>	<p>respect which will result in less visits and higher recidivism.  <i>Response:</i>          Doc will train visit staff who are conducting searches and will start searching employees and volunteers prior to initiating searches with family members.</p> <p><i>Family Comment:</i>          Families would like officer possibilities exhausted before family searches. Look for an anonymous way to have people report contraband.  <i>Response:</i>          DOC looking for new options and we all share interest in stopping contraband.</p> <p><i>Family Comment:</i>          Do DOC employees conduct searches of their peers?  <i>Response:</i>          Yes</p>
<p><b>LUNCH</b></p>	<p>Dick Morgan Joined the SFC for lunch and answered questions. He was asked of the one thing he would change in criminal justice and he said “sentencing”. He went on to explain what he meant in regards to how confusing and hard it is for DOC to “figure out” J&amp;S and calculate date of release. Dick believes in redemption.          He agreed to come to the November SFC to say farewell.</p>	
<p><b>Presentation:</b>          Strength in Families (SIF)          Carolynn House-Higgins –SIF Program Administrator</p>	<p>Responsible Fatherhood Grant is a federal 5 year grant providing 1.5 million each year. In Washington the program is called Strength in Families (SIF) program. There was a 9 month planning phase and implementation started on July 1, 2016. The grant focuses on skill building around the parent child relationship and re-entry employment support for incarcerated parents. Programming starts within 9 months of release and continues up to 6 months post release. The grant works with inmates releasing from SCCC, WCC, CCCC and LCC and releasing to Clark</p>	

Cowlitz, Lewis and Thurston counties. This area was picked because of a study done by DSHS that indicated a substantial number of incarcerated parents with children in these areas and its rural setting. Current re-entry grants are focused in King and Pierce counties. SIF is a voluntary program. Pre-release curriculum includes Walking the Line- 20 hours, Parenting InsideOut-60 hrs, and Job Skills taught by the Community Colleges- 22 hours, which are all evidenced based. The grant has the ability to serve 130 inmates and their families per year.

**Facility Updates**

TERRI CAMPBELL, WCCW- Visit staff issues has resulted in visit staff training and will report back on changes. Facility tour coming up in October.

SUZANNE COOK, WSP- 3 main issues: Vendor refusing to add healthy food. CI not adding items to the commissary that have been requested. Visits are scheduled 7 days a week on a unit rotation method making weekend visit times very hard for families to obtain. Suzanne will not have a visit on a weekend for 3-4 months. Jpay has made improvements after last SFC. Families are asking for more than one rep and one repair tech for WA State. Encouraged SFC to communicate about Jpay at HQ level.

THOMAS JACOBS MCCW- No meeting since last June but one coming up in 2 weeks. Jpay still an issue. Held family fun day, enjoyable, but food was cold. Expressed concern about the visiting room TV not working properly. It is up and running but the script runs too quickly to read.

VERNA WESTMAN SCCC- The amount of money someone can put on a debit card was raised. Continued issues with phones, recording on the line states you need new funds and money sent in is getting lost. Vending machines have trouble with milk cartons, blocking vending doors. TV on in check-in area working and showing LFC meeting information.

ELLEN WOODS, AHCC - Dealing with issues with visit staff. An officer that was a counselor at KUBI camp attended the meeting and shared her camp experience and how wonderful the "circle" was.

MOIRA O'CROTTY LCC- No report

DON GILBERT, CRCC- Assistant Superintendent retired and new staff were unaware of LFC members being able to go through visit line first and allowing Don to pass out FC brochures to waiting visitors. Don was told to sit down while speaking to family members in the public access area. Don contacted the Superintendent to remedy the situation. KUBI camp letters were read and there were no “dry eyes”.

MELODY SIMILE, CCCC- A vending representative didn't come to LFC even though they were on the agenda. Debit cards are an issue; not being able to buy new one. Visit officer issues with rules around dress codes and inconsistent in application of the policy. One visit staff was observed yelling at inmates and making children cry.

LORETTA FISHER, SCCC- Pat down searches happening at WSR, ongoing issues with vending company, lack of advertising for LFC, the LFC meetings are posted on the events calendar.

PATTY TILFORD WCC

---

**Subcommittee Updates**

**RECRUITMENT STILL NEEDED**

**Visit Subcommittee-** Meeting held quarterly, next meeting not scheduled yet.

**CI Sub Committee-** Meeting held quarterly, next meeting not scheduled yet.

**Mail Sub Committee-**



**Inmate Family Council Meeting...**

**Health Subcommittee-** Next meeting in October.

---

**SFC Nominations and new SFC Family co-facilitator and Family Secretary**

Statewide Family Council Representatives voted

Nominations for the new SFC Family Co-facilitator-  
Melody Simile-CCCC  
Terri Campbell-WCCW

Melody Simile is the new Family Co-Facilitator by majority vote. Role to begin November 19<sup>th</sup>, 2016.

Nominations for SFC Family Secretary  
Loretta Fisher- MCC

Loretta Fisher is the new SFC Family Secretary by majority vote. Role to begin November 19<sup>th</sup>, 2016.

---

## Agenda items

Agenda suggestions were taken from participants including requests from DOC leadership. Each participant was allowed 2 votes on the 10 agenda suggestions to help prioritize the agenda items. The results of the voting is as follows.

### November's meeting

- Legislation Update- Handout
- Teamsters
- Ombuds Policy Update
- Secretary's Morgan's farewell
- Language change from Offender to inmate
- Offender Change Division- Introduce new administrators

### January's meeting

- Illness Notification- Health Division
- Nutrition- Brent Carney
- Legislative Update- Clela Steelhammer

### March's meeting

- Update- Reentry Division- Devon Schrum
- Sustainability Labs- Presentation

Carrie acknowledged Don and Moira's great ability to collaborate with the department and their work as the first officers of the SFC. She thanked them for their time, effort and partnership.

Don closed the meeting by thanking everyone for participating.

**Next Meeting Date: November 19, 2016**  
**10 am to 3 pm**  
**CI HQ Tumwater**

**Thanksgiving Pot Luck**  
**Coordinated by Terri Campbell contact her at: [terricampbell613@gmail.com](mailto:terricampbell613@gmail.com), if you would like to participate.**