

Family Council Meeting Minutes

06-14-15

1345hrs - 1545 hrs.

Present: Leigh Baker; Terri Campbell; Jesse Chipps; Laurie Dawson; Lethaniel Ray; Jason Rice; Mark Roth; Shirley Smith; Chrislee McConnaughey, CPPC; Maucasey Ordonez, Visiting Sgt.; David Flynn, Interim Superintendent; Carrie Kendig, Program Manager - Family Services; Rhonda Roberts, Secretary Supervisor

TOPIC	DISCUSSION/KEY POINTS	Next Steps
Introduction	<ul style="list-style-type: none"> Leigh Baker was introduced to the Family Council Members 	
Superintendent Parnell	<ul style="list-style-type: none"> The Family Council would like to recognize Superintendent Parnell for her retirement. 	<ul style="list-style-type: none"> The council has requested that Superintendent Parnell come down to the Visit Room at 1145 on Monday, June 22.
Family Council Telephone Extension at WCCW	<ul style="list-style-type: none"> The council wanted to follow up with what happened to the phone extension that they had prior to the phone upgrades at WCCW. This number was used for WCCW families if they had any questions they could contact a Family Council Member and they would help them as needed. 	<ul style="list-style-type: none"> Carrie Kendig stated the Family Services unit has a phone number for families to call for questions. Her office requests volunteers from each prison to be a point of contact and the unit can forward to that contact if there is a need.
Events at WCCW	<ul style="list-style-type: none"> At the last event the Public Access officer did not know the start time or any information about the event. The Family Council members are requesting to receive a flyer for the event and that the flyer have the sign in time for the family members of the offender. 	<ul style="list-style-type: none"> Interim Superintendent Flynn stated that the Public Access officer will be better briefed on upcoming events to help with answering questions. The next Tier Representative meeting Interim Superintendent Flynn will remind the offenders that the event information needs to be shared with the family members including sign in time.

Events cont.		<ul style="list-style-type: none"> • The request is to update the event calendar on the website with check in times. • Can the local churches donate food for events if the Family Council solicit those donations?
Gender Responsive Programming	<ul style="list-style-type: none"> • Interim Superintendent invited Officer Burton to talk to the Family Council about the "Moving On" training that is an evidence based training that WCCW is now providing for offenders. At this point headquarters is sending a list of offenders that are required to take the class. Officer Burton is a facilitator for the "Moving On" program. She shared that it is a 13 week program that meets twice a week. Officer Burton shared that her current class the offenders seem eager to learn and move forward in their lives. 	<ul style="list-style-type: none"> • Family Council is requesting to know how the information is being passed on to the family members that the offender is in the "Moving On" class. At this point it is up to the offender to share this information.
Drug Related Contraband	<ul style="list-style-type: none"> • Recently there was an issue with drugs being introduced into the facility. During this emergency situation there were a number of anonymous kites turned in about the issue. The facility continues to monitor grievances from the offenders to see if there were any issues. 	<ul style="list-style-type: none"> • Interim Superintendent Flynn shared that he would work on notifying the Family Council when able about emergent situations. • Terri Campbell asked who the Family Council needs to communicate their concerns to if there is an issue. Interim Superintendent Flynn state they can still go through the Superintendent's Office.

Quarterly Report	<ul style="list-style-type: none"> The Family Council members are asking to get a copy of WCCW's quarterly report. 	<ul style="list-style-type: none"> Interim Superintendent Flynn stated that headquarters is looking at the need of the quarterly report and he will report back to the Family Council once the decision is made.
Transportation Contractor	<ul style="list-style-type: none"> Carrie Kendig shared with the council that starting July 1 a new contract will start with Western Van Services. This provider will trace at least once a month to each prison facility. The schedule will be posted on the Family & Friends tab Visits and then Transportation. 	<ul style="list-style-type: none">
Next Meeting Topics	<ul style="list-style-type: none"> Food Service MSU Classification Level Volunteer Policy 	
Next Meeting	<ul style="list-style-type: none"> Sunday, August 2, 2015 	<ul style="list-style-type: none">