



**FAMILY COUNCIL MEETING MINUTES**

Location: Airway Heights Corrections Center (AHCC)

Date: 03/09/2019

Time: 09:00-11:15

Teleconference details: n/a

**Meeting Attendees**

Department/facility co-chair: Associate Heinrich Family co-chair: (Vacant)

Facility/council secretary: Jessica Robb Family secretary: (Vacant)

Members present: Anita Barker, Yoshikovasha Garcia, Tammy Rold, Roxanne Ross, Rachel Bisbee, Christina Kurnt, Morna Gilbert, Don Gilbert, Courtney Cannelora, Paris Flores

Non-council member attendees:

Members absent: Courtney Cannelora, Juanita Corral, Mildred Hawthorne, Jennifer LeBlanc, Stefanie Rueben, Amanda Williams, Dora Williams, Beth Daigre (needs to be notified)

DOC Guests: Gheorghe Turcin, Lt Jasper

**Agenda**

New Business

Topic	Discussion/Key Points	Next Steps
Status Updates	Upgraded Website Added a TV in visiting for families (post when meetings are, policy changes ext.) Hot coffee machines getting removed due to being unsanitary. Possibility of a canned cold coffee machine to replace hot coffee machines. Filtered water station to be installed in main visiting. New carpets, pots and pans and carpet in EFV and visiting? Binder in visiting with LFC information (add applications for LFC in binder or have a separate binder for forms) Hold a meeting during the week day? We could make sure special visits are excused if meeting is held during a week day. Don	Check suggestions box every week - Jess Why doesn't MSU have an afternoon visit? This is because the porters are cleaning the EFV's at this time and there are not enough officers to be at both places. Visiting SGT at next meeting? Jess to make new LFC Cards. How will tokens work for new lockers?

Topic	Discussion/Key Points	Next Steps
	<p>Gilbert suggests maybe we do a night meeting for more attendance so more family members can get special visits. Also suggested doing tours during the week: Only council members can do tours. Helps family members relate to inmates environment.</p> <p>Working on visiting log jam. Get processed after the sliders so the lobby doesn't get so jammed.</p> <p>Getting new lockers. Coming March 29<sup>th</sup>.</p>	
<p>Review Family Council Policy</p>	<p>Don't have to re-apply to LFC if moving facilities.</p> <p>Visitors in Main that join Local Family Council (LFC) and become approved Family Council Members get an extra visit for that day.</p> <p><u>Ideas to take to the State Family Council Meeting:</u></p> <ul style="list-style-type: none"> <li>● p. 5 (1.) Propose Family Council Action Tracker           <ul style="list-style-type: none"> <li>- Would be in charge of tracking the status of action items.</li> </ul> </li> <li>● Clear description of Good Standing (p.4 1#F, 11 #F)</li> <li>● p. 2 (iii.) For the purpose of this policy, family is broadly defined to include anyone approved at the facility for visiting who acts as a support system for an incarcerated individual(s).</li> </ul> <p>Send out an email two weeks before LFC meetings for agenda items and reminders.</p>	<p>Double check all link origins on AHCC website.</p>

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	<p>State level may be proposing that each meeting has a specific person who works on the action plan.</p> <p>Elections for SFC are held in Sept.</p> <p>Side banner on the AHCC website notifying every one of family council times, location and benefits, would also help increase community involvement.</p>	
EFV	<p>Per EFV policy Directive III #10A: An offender with any documented history/indicator of domestic violence will be excluded from EFV privileges with the following persons: A. The victim of the documented domestic violence.</p> <p>Facility has to make each determination. Each application asks specifics for situations. Family visit unit at HQ processes these and applies them to the law. They give an answer and means of appealing.</p> <p>Receipts and log for money for what inmates have sent. There isn't a receipt for inmates to keep. Inmates need multiple receipts. Money in bulk is difficult due to the receipt process.</p>	<p>Gheorghe will have more information on EFV. Needs to be on the next agenda.</p> <p>Meet with Monica and Henry Brown regarding receipts and balance.</p> <p>See if Monica can attend next meeting regarding EFV money and receipts.</p>
Elected Officials	<p>Co-Chair: Anita Barker</p> <p>Secretary: Rachel Bisbee</p> <p>CO Chair works with Facility co-chair for agenda, and running meetings.</p> <p>Secretary's work together to finalize a single draft and submit for review 7 days after meeting.</p> <p>Yoshikovasha Garcia is secretary for state council.</p> <p>State Family Council brings statewide issues that need LFC feedback and relays</p>	

Topic	Discussion/Key Points	Next Steps
	any issues that can't be resolved through the normal course of action.	
Propose 5 min once a month to introduce families to Family Council / Invite to an open discussion at an outside location	<p>State Council is thinking about it. Looking for ideas to bring in additional people. How do we get new people?</p> <p>What works best idea: Commercial for Family council at family events? Someone to be there face to face at events. Setting out invites at each table for LFC at family events. Clean up flyer area in visiting.</p>	<p>Look into flyers for LFC at visiting.</p> <p>Next meeting will be posted on TV.</p>
Tier Rep at Local Family Council meetings	Kay and Jess will look into this	
April 1	MSU visiting closed	
Next Meetings	April 27, June 15 <sup>th</sup> – Tour - Main	
Family Friendly Event's	<p>Betterment fund – Due April 5<sup>th</sup></p> <ul style="list-style-type: none"> <li>● Kay mentioned that events are already in place and planned for this year</li> <li>● Gheorge mentioned that these event proposals are for this fiscal year</li> </ul> <p>Family Council has to submit proposal to facility (Ann Wise)</p> <p>Needs to submit to Family services</p> <p>Mainly deal with kids – Bring up ideas for more adult friendly events.</p> <p>Family services compile data across the state, they look up every proposal. Proposal has to be approved by superintendent then sent to Family services.</p> <p>Yoshi write up an email with and send to Kay with this information and suggestions.</p>	

Old business

## Round Table

Family Friendly Event Proposals due by Anne Wise April 5th, 2019 to the CPPC

- Kay mentioned that events are already in place and planned for this year
- Gheorge mentioned that these event proposals are for this fiscal year

Can we still try to send some proposals for this year?

Currently we have

1. Day with Dads - Minor children (>18 yrs old) of Inmate fathers have an outdoor visit in a picnic setting.
2. Book Fair and Craft event (4X)- Minor children create craft item and receive 2 books
3. Santa Comes to visiting - Minor children will be able to visit with and receive a gift from Santa.

Family Council convened after the LFC meeting and came up with a list of ideas we could agree on, and would like to suggest:

- Movie Afternoon for all approved visitors (Rated G only)
- BBQ - a payed and catered event by visitors (\$10 per person is our goal) an alternative for those who do not qualify for EFV's, all approved visitors can sign up but those with EFV's would be last on the list.
- Significant Women's Event (Adults Only)
- Daddy Daughter/Granddaughter Dance
- Game Night (Bingo) for all approved visitors
- Dude's Only (Adults Only)
- Art Event (Crafting for all approved visitors)

Agenda for April 27<sup>th</sup> Meeting:

- EFV Policy
- Transition Solutions Resource and Job Fair
- Matthias Gyde – Assistant Ombuds
- Go over Visitor Guidelines
- Check in process for main visiting

Next meeting location: Airway Heights Corrections Center Date: April 27, 2019

Time 10:00 AM-12:00PM

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.**