



# FAMILY COUNCIL MEETING MINUTES

Location: Superintendents Conference Room Date: 3/25/20 Time: 2:00PM-2:30PM

Teleconference details: \_\_\_\_\_

<b>Meeting Attendees</b>
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Department/facility co-chair: Kay Heinrich Family co-chair: Anita Barker

Facility/council secretary: Jess Robb Family secretary, if applicable: Donna Jaramillo

Staff Present: James Key, Kay Heinrich, Mike Rainville, Bill Stockwell, Justin Gudvangen

<b>Agenda</b>
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Topic	Discussion/Key Points	Next Steps
Teleconference	These will be happening weekly. Please email questions to Kay Heinrich and Jess Robb so they can be answered in the calls.	
James Key: Superintendent	<p>AHCC is in emergency operations. ICP staff were present to give updates.</p> <p>We have an operations plan in place to deal COVID-19 in conjunction with Pandemic Flu plan. Currently there are no Incarcerated Individuals or AHCC staff with a confirmed COVID-19 case.</p> <p>We have one MSU tier on restricted movement</p> <ul style="list-style-type: none"> <li>• One incarcerated individual was displaying flu symptoms.</li> <li>• He has been pulled from the unit and on isolation.</li> <li>• Results came back negative for COVID-19.</li> </ul> <p>All staff are being screened upon entry. If they do not pass the screening questions and temperature check they are sent home for 14 days or until they are cleared to come back to work.</p> <p>K unit is on restricted movement. They are being fed in a separate dining room from the rest of the population. This unit is 60+ years and a very vulnerable population to COVID-19.</p> <p>Visiting and EFV's are closed until further notice.</p> <p>Main line has slowed down to accommodate social distancing.</p> <p>A revised program schedule is in place to comply with social distancing.</p> <p>Staff and the incarcerated population are getting daily updates from the incident command post.</p>	
Bill Stockwell: Planning Section Chief	Everything that government and DOH has mandated has been implemented at the institution. We are taking higher precautionary steps because this is such a vulnerable population. Additional sanitation is performed in every area and all staff are being screened upon entry.	

	<p>Challenges we are facing:</p> <ul style="list-style-type: none"> <li>• Social distancing</li> <li>• This slows down programming and recreation opportunities.</li> <li>• AHCC is trying to be creative and find other activities for the population to participate in.</li> </ul>	
<p>Justin Gudvangen: Medical</p>	<p>Pandemic flu plan and updates are coming down from HQ. These are changing several times a week. As information is learned from CDC and DOH, it is forwarded to our facilities.</p> <p>Social Distancing</p> <ul style="list-style-type: none"> <li>• Medical is staggering appointments more so less people are in the waiting area.</li> <li>• K unit: No longer going to pill line. Insulin and medication are being taken to the unit.</li> </ul> <p>Community appointments are limited. Offsite appointments and procedures that are less emergent have been postponed.</p> <p>COVID-19 Testing</p> <ul style="list-style-type: none"> <li>• Medical will screen for the flu first, if it is negative then they screen for COVID-19.</li> <li>• They do not have to get permission to test first to streamline this process.</li> <li>• DOC number of tests completed – 71</li> <li>• DOC number of negative results – 44</li> <li>• DOC number of positive results – 0</li> <li>• DOC number of pending results – 27</li> </ul> <p>Once an individual is suspected of COVID-19 symptoms they are put on isolation.</p> <ul style="list-style-type: none"> <li>• Quarantined – not sick</li> <li>• Isolation – Sick and displaying symptoms</li> </ul>	
<p>Mike Rainville: Public Information Officer (PIO)</p>	<p>Provides information from HQ to our local command post. Sends out all memos and information at the end of the day to be posted for the population and to staff.</p> <p>Tier Rep meetings are being held weekly.</p> <ul style="list-style-type: none"> <li>• Rainville's daily correspondence tries to answer some questions that come from the Tier rep meetings.</li> </ul>	
<p>Kay Heinrich: Associate Superintendent</p>	<p>We understand this situation is difficult and frustrating. We are trying to increase communication by weekly Tier rep meetings and weekly LFC conference calls.</p> <p>LFC that was scheduled on April 27<sup>th</sup> will be postponed so we can look at adhering to the new policy to allow incarcerated individuals.</p>	
<p>Questions from family members</p>	<p>Ashley: Is hepastat effective to kill COVID-19? Stockwell: Hepastat does kill COVID-19. This was confirmed by the DOH.</p> <p>Duaa-Rahemaah: Are they using bleach and water? Stockwell: Bleach is not as effective as hepastat to kill COVID-19.</p> <p>Duaa-Rahemaah: Are we still doing transfers?</p>	

	<p>Stockwell: Yes. Anyone who gets both on and off the chain bus are being checked by medical.</p> <p>Walker: Is anyone participating in the ombuds conf. call? Gudvangen: HQ participates in this call.</p> <p>Walker: It sounds like some pods are not receiving cleaning? Can our loved ones get soap without buying it from commissary? Stockwell: Every area has increased their cleaning as well as hepastat and soap supply. Supplies are readily available to the units.</p> <p>Bisbee: Is essential staff being present? Such as Mental health/ Gudvangen: As of now everyone in the facility is considered essential. If we were to go to a modified staffing plan Mental Health is still considered essential.</p>	<p>*Will look into getting Individuals soap for their houses.</p>
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Comments: \_\_\_\_\_

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