



FAMILY COUNCIL MEETING MINUTES

Location: Superintendents Conference Room Date: 4/15/20 Time: 2:00PM-3:00PM

Teleconference details: _____

Meeting Attendees

Department/facility co-chair: Kay Heinrich Family co-chair: Anita Barker

Facility/council secretary: Nancy Webb Family secretary, if applicable: Donna Jaramillo

Staff Present: James Key, Superintendent /Kay Heinrich, Associate Superintendent/RN 4 Justin Gudvangen

Agenda

Topic	Discussion/Key Points
Teleconference	<p>LFC phone conference occur on Wednesdays each week. Please email questions to Jess Robb so they can be answered in the calls.</p> <p>Please note:</p> <ul style="list-style-type: none"> • Questions and concerns are sent to Jess Robb no later than 12 noon on Tuesday's (Robb, Jessica M. (DOC) jessica.rob主@DOC1.WA.GOV) • Wednesday am, these questions are categorized and reviewed by the Superintendent to have responses ready for the teleconference that afternoon at 2 pm • This process has increased the response time to where there has been time for additional questions • Questions received after 3 pm will either be held over to the next week or if time allows asked during the end of the conference. <p>This process keeps the conference on track, and additional guidelines will be addressed at the beginning of the conference to include;</p> <ul style="list-style-type: none"> • Please place phones on mute so background noise is at a minimum • Please listen when answers are given and when others ask questions without interrupting • Each individual will ask one question at a time then another person will ask their question so everyone gets an opportunity. When everyone has had the opportunity to ask a question then additional questions may be asked, we are trying to be respectful of all and give all a chance to speak. <p>In addition, the calls currently scheduled between facility administrations and LFC groups are not open to the public, but rather are informational calls between LFCs and facilities only. LFC representatives are free to gather questions to ask, and to share responses. However, these calls truly need to be limited to LFC members in order to be productive, and to ensure that participation in these interactions can continue.</p>

James Key: Superintendent	<p>AHCC is still in emergency operations status.</p> <p>LFC guidelines were reviewed with members. Questions and concerns are due to Jess Robb no later than 12:00 pm on Tuesday. Questions after 12:00 pm will be held over for the next meeting.</p> <p>Members were reminded not to post facility call access information on Facebook and Social media.</p> <p>Masks were handed out to the incarcerated population and very few are wearing them.</p> <p>T-unit was taken off quarantine status today 4/15/2020 at 12:27 pm.</p> <p>There were 15 incarcerated that were tested and all came back negative</p> <p>Isolation is an individual that is sick, and isolated from the rest of the population until cleared by medical. Quarantine is an individual that has been around someone sick, and extra precautions are taken to follow the pandemic protocol that included 14 days of quarantine which is less restrictive than isolation.</p> <p>Task force Teams are ensuring PPE compliance with staff are being facilitated along with social distancing</p> <p>The Governor is talking about early releases and AHCC has not received any list of individuals to meet the criteria for early release.</p> <p>Alternate beds are being made available at MSU to increase social distancing, individuals will be moving to these beds with their property. This process is voluntary. Staff are escorting tier reps to MSU to see the process and get their perspective</p> <p>Dental emergency services are being provided.</p> <p>Jpay is providing free reply Wednesday. Pre-paid calls are being provided with no additional cost. Two free calls will be added to accounts starting 4/17/20.</p> <p>HVAC air is being filtered. The air “supply” air goes through the filters. The “return” is made up of the supply once it enters an area and then the return air turns into the supply air once it goes through the filters.</p> <p>There are no new incarcerated individuals coming into the facility.</p> <p>Jails are waiting up to 14 days before sending them to their parent institutions.</p> <p>Non touch/laser thermometers are currently being used.</p> <p>K-unit as well as others have submitted kites showing appreciation to staff.</p>
Kay Heinrich: Associate Superintendent	<p>Q: Ramadan is slated to start April 23-May23th and I’m wondering what it is going to look like for the Muslim Community with social distancing.</p> <p>A: Associate: There is a process set in place for Ramadan.</p> <p>Q: Will they still have the option to get their food when they breakfast at night?</p> <p>A: Associate: Chaplain Luce will be handling cold trays and deliver to the units.</p>
Justin Gudvangen: RN4	<p>There have been zero positive I/I’s onsite.</p> <p>Fifteen individuals were placed on isolation with negative results.</p> <p>K-unit is still on quarantine.</p>

<p>Questions from family members</p>	<p><u>Questions from Emails</u></p> <p>Q; As of Tuesday afternoon, K-Unit has not been exposed to the outside air for three days. What is the rationale for this and is it anticipated to continue? If so, what accommodations are being made for the incarcerated residing in K-Unit?</p> <p>A: Superintendent: There is a plan in place for getting time outside daily on a schedule.</p> <p>Q: Mr. Key mentioned that the K building is for the incarcerated population that is of the elder, but we are being informed that incarcerated individual's that have been tested for COVID-19 and have had symptoms are being put in K, why would leadership make a decision that would out lives of the uncompromised in danger?</p> <p>A: Superintendent: We test individuals based on symptoms.</p> <p>Q: How are the incarcerated individual's in K, T and C4 being served food?</p> <p>A: Superintendent: All meals are served in the cells if individuals are on quarantine.</p> <p>Q: So with the men that are moving into the EFV's how will they have their phone calls and be monitored? Also if there is any damage to the homes who will that be coming from the Inmate betterment fund? Will this slow down re opening visiting when were allowed to start visiting again?</p> <p>A: Superintendent: MSU EFV's have been opened and MP3 players can be taken. They will have access to phones. If damage occurs in the EFV's, we will fix whatever we need to.</p> <p>Q: At last week's AHCC telephone conference, I brought up a concern that staff was not required to wear masks and gloves, especially those who were in close contact with the incarcerated doing pat-downs. The WA DOC position has now stated that the wearing of masks is voluntary. Lastly there are a lot of guys working that are classified as over the age of 50 or at risk why are they still being asked to work?</p> <p>A: Superintendent: They aren't having symptoms. They are happy working and feel like they are giving back to the community.</p> <p>Q: How can people that work get their issuable pills? Because they keep canceling the issuable pill line call out at night to come get them.</p> <p>A: Superintendent: There are pill line schedules.</p> <p>Q: Those that have scheduled appointments to go down town, are those being delayed? Or those that need to go down town for procedures?</p> <p>A: Superintendent: They are still going downtown based on Medical need.</p>

Q: Families are wanting to know the answers of why we are not being informed of the test results of the incarcerated population.

A: Superintendent: The process was outlined per policy that a release of information needs to be signed and on file

Q: It was mentioned as well as released in a memo that a DOC employee of Airway heights was tested positive for COVID-19, it has been told that this employee was in the K building, T building as well as C4 Camp.

A: Superintendent: The staff was not in K or T buildings.

Q: I noticed you are offering 4 movies a day can we donate DVD's to help with this cause?

A: Superintendent: Associate Heinrich will work out a process for this

Q: Do you know when the Optical C.I. Jobs will be open again? If not, will offenders be able to help other areas for a while to keep busier?

A: Superintendent: Optical is making face shields for the public.

Q: Are those that aren't working still getting paid?

A: Superintendent: Yes, including DNR.

Questions from teleconference

Q: Ms. Current: Issuable pills are not going to units.

A: RN4 Gudvangen: Issuable are still being ran and times are established.

Q: Ms. Colunga: With the free video visits, are we increasing times and sessions and making accommodations for them to happen?

A: Superintendent: We will look into it, but we don't have the capability for extra machines.

Q: Ms. Walker: Is anybody on the call from Ombuds or the Governor's office?

A: Ms. Ferguson: Ferguson is here, Barkley is not.

Q: Ms. Walker: What building are we using for isolation and how many beds does it contain?

A: Superintendent: N-unit is being used and there are roughly 260 beds. Fifteen cells are used for isolation.

Q: Ms. Jaramillo: Have you thought about streaming religious service?

A: Superintendent: Yes we have and there are no Wi-Fi capabilities.

Q: Ms. JoAnne: Since removal of exercise equipment at camp, will it be coming back?

A: Superintendent: Yes. The incarcerated individuals couldn't use the equipment since day one of social distancing. The equipment use is under review

	<p>Q: Ms. Colunga: The I/I's asked for new face coverings. Can we order them through Union Supply?</p> <p>A: Superintendent: No, we have extra masks in the unit. HQ will send more face coverings by next week to the facility. The I/I can ask for another mask again if needed.</p> <p>Q: Ms. Walker: Is every I/I receiving two bars of soap?</p> <p>A: Superintendent: Yes, they receive two bars and if there is a need for more, we will order more.</p> <p>Q: Ms. JoAnne: Please remember that I/I's all have tier reps and 99% are pro-active. They will help with whatever you need.</p> <p>A: Superintendent: Tier reps provide a vital part in this emergency. They are doing a good job.</p> <p>Q: Ms. Bisbee: The higher risk individuals that are over 50 are worried about going to work. Do they quit or have other options?</p> <p>A: Superintendent: If I/I's are scared, they can kite Medical for alternative options</p> <p>Q: Ms. Bisbee: Would they be laid in and lose the phone?</p> <p>A: Superintendent: Yes, if laid in per Medical</p> <p>Q: Ms. Walker: I've emailed you and it got kicked back.</p> <p>A: Superintendent: Kay sent you my email address.</p> <p>Q: Ms. Williams: Thank you for all that you're doing.</p> <p>A: Superintendent: thank you we appreciate that all staff are working very hard during this covid 19 crisis.</p> <p>Q: Ms. Ruben: I didn't get the minutes.</p> <p>A: Superintendent: They go through a process with Associate Superintendent Heinrich and staff, then get approved for distribution we will check to make sure you are/will be on the distribution list.</p> <p>Q: Ms. Garcia: Can we get the LFC updated on the web site?</p> <p>A: Superintendent: Associate Superintendent Heinrich will get that updated for the next meeting.</p>
--	--

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