

# Local Family Council COVID-19 Informational Call Notes

## Call Details

**Facility:** AHCC

**Date and Time:** 6/30/2021, 2:00PM

## Attendees

- Kay Heinrich, Associate Superintendent
- Monica Ritter, HQ
- Jess Robb, Facility Secretary
- Ellen Hargrove, LFC Family Co-Chair
- Donna Jaramillo, LFC Family Secretary
- Bill Hargrove, LFC Member
- Michelle Mason, LFC Member
- James Key, Superintendent
- Caitlin Robertson, OCO
- Rachel Bisbee, SFC Representative
- Teresa Golden, LFC member
- Hattie Wolf, LFC Member
- Julie Burden, LFC Member

If you would like your friend/family member/loved one to be a part of the Local Family Council, please have them write to Jess Robb at the following email address:

[Jessica.robbs@doc1.wa.gov](mailto:Jessica.robbs@doc1.wa.gov)

or

**Jess Robb, Facility Secretary**  
**Airway Heights Corrections Center**  
**PO Box 1899**  
**Airway Heights, WA 99001**

To be part of the Local Family Council, one must be on the Incarcerated Individual's approved visitation list, and "any approved visitor in good standing may attend" (policy 530.155). If one is not on the inmate's visitation list and wishes to fill out an application to become a visitor, please go to the following website:

- <https://www.doc.wa.gov/corrections/incarceration/visiting/prison-visits.htm>
- **Questions need to be submitted to Ms. Robb by noon on the Tuesday before the meeting. Please keep your questions, pre-submitted and during the call, to COVID-19 related topics.**
- Please keep each question concrete and specific via bullet statements.

## Weekly Update from Superintendent Key

- Numbers as of 1:00 PM **per the website:**
  - AHCC new positive cases in the last 30 days – 0
  - AHCC I/I Confirmed cases – 1675
  - AHCC Staff Confirmed cases – 232
  - AHCC I/I deaths – 4\* On June 18, 2021, the number of Airway Heights Corrections Center COVID-19 related deaths were adjusted from five individuals to four individuals based on updated death certificate information.
  - AHCC I/I in the RCF – 0
- Moderna Vaccine administered to both I/I and staff:
  - AHCC Initiating Vaccination Administered – 1,521
  - AHCC Second Vaccination Administered – 1,362
  - Total Vaccines Administered at AHCC – 2,883
- Johnson and Johnson Vaccines Administered:
  - AHCC - 143

- HQ is working on Safe Start and programming opening. We went to three units at a time for cohorting. Cohorted by custody level; Medium, MI3 and MI1.
- Based on the COVID calls, HQ has given us approval to have the calls once a month. Can we get some feedback on this?
  - LFC consensus was that once a month was sufficient.
  - Supt. Key: With that, does it matter what Wednesday of the month we do these?
  - Second Wednesday of the month and any Wednesday were the options given by LFC members.

## Additional Questions

### Question

How many square feet are in the AC units in the dayroom rated for?

### Answer

This is not COVID related.

### Question

Do you have any update on when they will start fundraisers again like they had prior to COVID?

### Answer

Based on COVID, this has not been happening. This is on the list to look at moving forward. We are focusing on visiting and programming first.

### Question

What is the minimum air change per hour for the dayrooms? I am reading this off the CDC guidelines website.

### Answer

This is not COVID related. We have filters we are changing out.

### Question

Could you find out the exchange rate?

### Answer

If you have questions like this, please send these ahead of time so we can research the answers.

- **Update: This is an estimation from the maintenance dept:**
- **AHCC MAIN Living Unit Dayroom ACH: 2.064**
  - **NOTE: These dayrooms are very large and many factors can contribute to the ACH such as front doors/sliders being open, the percentage of outside air being introduced, cell doors being open, etc.. These dayrooms are more like a “mall” or “gym” setting in perspective.**
- **AHCC MSU Living Unit Dayroom ACH: 11.6**
  - **NOTE: These dayrooms are much smaller and do not border any other rooms such as cells. These rooms are more like a classroom.**
  - **We do not measure the ACH for the dayrooms traditionally since there are numerous factors that can affect the calculation. The measurements above were derived from CFM readings at the supply ducts and the area of the room.**

#### Question

Do you know if things are changing for visiting now that the state is opening up?

#### Answer

HQ safe state is looking at visiting. We are hoping to have information out in the next few weeks.

- SFC Rep Bisbee: I just sent the Statewide meeting minutes to Jess five minutes ago. At our meeting they said they were discussing Safe Start, and they are hoping to have an announcement by the middle of this week.

#### Question

How many of the new ice machines purchased with the IIBF funds are hooked up and running in the MAIN and MSU?

#### Answer

This was addressed a few meetings ago. You can review previous notes and the response is listed in those.

#### Question

Did AHCC keep a list of cancellations for EFVs so when they start again, we can begin where we left off?

#### Answer

There has been no direction given on this. HQ is reviewing applications, but no process has been sent out. Once EFVs open, we will address that issue.

#### Question

With the heat, and since Washington state opened up, are masks going to be optional for I/I and staff?

#### Answer

This is being evaluated with Safe Start. Information will come out from Safe Start group and be posted on the website.

#### Question

Do you have a target date for when that will be posted?

#### Answer

They are working on it this week; it may come out this week or next week.

#### Question

There was a couple who needed to cancel their visit. It says in the confirmation email to contact the scheduling facility to cancel. Is there anyone in particular people can contact when cancelling visits.

#### Answer

Ms. Robb: You can call the number on the approval letter to get transferred to myself or Ms. Freese-Turns. You can also email [docahccvisitrequests@DOC1.WA.GOV](mailto:docahccvisitrequests@DOC1.WA.GOV) requesting a visit cancellation. In the email, please include DOC#, names of visitors and the date and time of the scheduled visit you wish to cancel.

#### Question

You mentioned there is phone number for us to contact. Can you let us know so it's in the notes?

#### Answer

509-244-6800.

### Question

When we get the letter back, it states you need 24 hours in advance to request an accommodation. But the visiting Sgt. said he needs 72 hours.

### Answer

Did you call 24 hours in advance?

- LFC Member: I don't recall.
- Supt. Key: We will clear this up with the visiting Sgt. and follow the 24-hour rule.

- **Update: The below is from Policy 100.560.**

#### II. Requests for Accommodation

- A. Individuals with disabilities requiring reasonable accommodations should contact the facility they will be visiting as soon as possible, but no later than 72 hours before their scheduled visit.

### Question

Is there still any testing happening for vendors or for any delivery drivers that are coming onsite?

### Answer

We have vendors who come in to deliver food. They come to the dock and drop off. No other vendors come into the institution.

### Question

Is that the same for any techs that come on-site?

### Answer

Anyone who comes on-site must go through the screening protocols and wear appropriate PPE.

## Comments/Closing

I am hoping to have information from HQ this week or next week regarding visiting. I walked the site earlier this week. Things are going well. Dr. Heinrich gave a tier rep update Saturday at the LFC Meeting. We expanded programming cohorting to three units based on custody levels. We are making progress. As soon as information goes to the population, we will send it to you. We will get a date set for the COVID call next month. Please get your questions to us in advance so we can research the answers.