



FAMILY COUNCIL MEETING MINUTES

Location: Teams Meeting Date: 06/14/2024 Time: 10:00AM

Teleconference details: _____

MEETING ATTENDEES

<u>Jeremy Turner, Associate Superintendent</u>	<u>Mary Mansour</u>
Department/facility co-chair	Family co-chair
<u>Alexandra Stevenson, AA3</u>	<u>Karlina Tasker</u>
Facility/council secretary	Family secretary, if applicable

Members present: Scarlett Williams and Mary Mansour

Non-council member attendees: Jeremy Turner (Associate Superintendent), Vaaia Gaines (Superintendent MSU) David Niles (Hearings Officer), Cecilia Madrigal (Secretary Lead), Cynthia Young, Maria Buxbaum, Kristen Hunt, Magan Chrisman, Wendy Wilhelm and Lori Pittman

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Welcome and Announcements	Jeremy Turner	
Review of last LFC Meeting Minutes	Review of LFC Meeting Minutes from the meeting that was held April 5, 2024.	A copy of LFC Meeting minutes from February are posted on the DOC Website.
Review of Statewide family Council	Scarlett Williams provided a summary of the previous Statewide Family Council Meeting.	Statewide meeting minutes have been posted to the DOC website.
Outdoor misting	Did we ever get outdoor misting stations set up? In past there have been issues with people getting infractions for blocking sun in windows etc.	We will not be having a misting station; we have an agreement with the city that limits our usage of water.
Book for visitation	Can we bring books? Can books be donated?	Books are not authorized. A donation form can be filled out and left in visitation.
ADA tables LFC Meeting (cont.)	Is it possible to get more of these tables so they do not fill up?	Associate Superintendent Turner is still working on getting more ADA tables, working on cost with maintenance.

EFV policy	What has changed within the EFV policy?	Major changes to include updated procedures and eligibility requirements. Policy is posted, please review on website.
Yard lights	Yard lights at camp, can we get these in the budget? Any update?	Not at this time. It was requested but was not budgeted for.
Tier Rep	Can we have a tier rep join LFC calls a few times a year?	May be possible for the August meeting with rotating tier reps.
Visitation Blinds	Can we get blinds for the upper windows in visitation?	We try to keep having blinds in the facility to a minimum as they pose a security risk. Unfortunately, tinting would be quite costly as all windows would have to be replaced to be done correctly. The building was actually designed to have the natural light come in.
ADA doors	Can doors be propped open for ADA purposes?	No, they are fire doors. Looking into solutions with CPMs. Doors do meet ADA code for width.
Securus	Is there way of knowing when Securus is down?	If it is a statewide issue, it is posted. If it is a facility issue, we need to be made aware of it locally and we will notify HQ.
Union Supply	It does not take forms of payment that are outside of the US or are linked to an address outside the US.	Associate Supt. Turner will look into. This might be a statewide question.
Contraband Statistics	Can we get statistics on contraband found within the facility?	Associate Supt. Turner will look into it with Captain Long to determine what we can and cannot share.
LFC Meeting (cont.)		

New business

Topic	Discussion/Key points	Next steps
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Mail policy	What is the new DOC mail policy? Inmates can no longer receive the original greeting cards or postcards, only copies.?	Effective June 15 th , 2024, greeting cards and postcards sent to I/Is will be photocopied by the mailroom, copies only will be issued to I/Is. Original contents and envelopes will be disposed by mailroom following procedure.
Visitation vending machines	Vendors are not refilling the vending machines every day. They only come once during the week to fill it up for Friday's visit and never returning until the next week, Friday. At times they are empty. Can this be fixed?	There have been some new drivers for the vendor, the issue should be resolved now. CRCC is also working with the vendor to replace the current vending with fresh market style vending that will provide more and better food options. This also allows the ability for the items to be handled and review ingredients prior to purchase.
Visitation cleanness	MSU visitation is dirty. This includes tables, microwaves inside and out, bathrooms, and floors. Visitation officers claims the porter cleans but have yet to see a porter clean. I have seen a porter go in to take pictures. Why is the officer just utilizing the Porter to take pictures only?	There has been a focus on the cleanliness of the visit rooms and MSU received some updates recently. This should be resolved. Let staff know if you see any concerns.
EFV guidelines	MSU EFV visits check in guidelines, without a body scanner MSU food inspection has a different process. An officer has mentioned guidelines have changed over time and its unknown what day certain foods will be allowed. Written guidelines would be helpful for MSU EFV.	There are established guidelines. We will work with the staff on the check in process to ensure consistency.
Visitation suggestion box LFC Meeting (cont.)	Can we get paper and pencil next to the "suggested visitor box" in the visitor's room? I have asked several times, and the officers do not provide them. Can we get a place of compliments as well?	Associate Turner is working on forms so the boxes can be better utilized.

Chow Hall Issues	Chow hall flooding, sewage issues, boats as meals?	Dish pit got stuck; if dished can't be washed then I/Is would have received boats. Gaines will look into. Was only an issue for a day, should be resolved.
Visit after events	Can we stay for full visit if we register for events and not have to leave at 3pm? If its full, at 5, can they ask for volunteers to leave like they used to? Some of us drive a long way so it would be nice to stay and participate even if it's not our visit day. Even if it is not full, we are being turned away.	Visitors are not asked to leave even if it is not their day for visitation. If it is full, others cannot be asked to leave, usually volunteers do leave. We will remind visitation staff about the rules in regard to this.
Visitation ice machine	Can we get an ice machine in visiting?	Associate Supt. Turner will look into. A tabletop ice machine might be possible.
Securus – issues	Why are there so many Securus issues lately?	Securus has a large staff turnover, this may be causing issues with their slow response time.
Unit – cornhole	Cornhole bags are needed.	I-Unit and Camas have recently received cornhole bags. If this is for a different unit, I/Is should contact the CUS as needed to get replacements.
Securus – response time LFC Meeting (cont.)	Why are trouble tickets taking so long?	Securus is responsible for helping with trouble tickets, they have their process. IIU may be able to help.

EFV requests	Can we get fans for EFV units since no one can adjust the heat control? Also requested for EFV units: cheese grater and bed bug proof mattress cover?	Associate Supt. Turner will look into what sheets were ordered for bed bugs. Fans were ordered and should be in EFV units, will double check.
Securus unit visits	Securus shows up with no notice or appointment to the units. If people are working, in school or medical they miss out having service as needed.	I/U might be able to send notifications, will look into.
Events sign up process	Can we get clarification on sign up process for events? This has been changed and no one has been advised on how to sign up?	Family Friendly events' process was updated on the event calendar. As of August, I/I's are responsible for signing up loved ones for events.
Union Supply	Union supply - new issues: having to call the bank each time to verify funds and orders etc.	No member clarified the questions. Unsure what the issue is regarding the bank.
EFV scheduling	Can we get a staff member that helps with scheduling EFV? They only have one person to schedule and if she is sick or on vacation no one else can help.	Visitation has temporary staff working. Will look into ensuring staff are well trained in with visitation processes.

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Tour recap	Tour felt enlightening. Facility is large, grey with lots of concrete. There is nowhere to sit comfortably. Pill line is a concern, but the resources available are nice.	
Hearings Officer LFC Meeting (cont.)	Hearings officer David Niles gave an overview of general and serious infractions, major infractions and their categories,	

	how evidence is processed and visitation sanctions.	
Visitation Children Area	If there was an emergency, is there a plan? Can the children's area be revisited as they are farthest from an exit door?	There is an emergency plan for all visitors. Visitation does not experience dangerous situations often. Those who are being nefarious are subtle in their actions in the attempt to get away with it. Overall, those who attend visitation cherish their visitation privileges.
Policies	Policies are hard to read. They are not transparent which makes it challenging. It is frustrating.	We can attempt to make them clearer so they can be friendlier to read.
Education	Is there a protocol for when I/I's can sign up for (Bill 5953) educational certificates?	It is an approach to reduce financial burden for those who want to attend school. There are navigators for Walla Walla Community College that help students through the process of getting enrolled.
Outlet splitter	Can a multi plug outlet splitter be added to the commissary/store to be able to support I/I's tv's in the four-man cell?	Associate Supt Turner will look into.

Next meeting location: MSC ICP S-Buidling/Teleconference Date: 08/2/2024 Time: 10:00AM

Comments: Thank you for your attendance. Please email Alexandra Stevenson (arstevenson@doc1.wa.gov) with any questions or future meeting topics.

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