



FAMILY COUNCIL MEETING MINUTES

Location: Monroe Correctional Complex - Jimmy Evans Performance Center Date: 12/07/2024
 Time: 1000-1200

Teleconference details: This meeting was available via Teams.

MEETING ATTENDEES

Paula Chandler Department/facility co-chair Josephine Johnson Family co-chair

Zoe Greenwood Facility/council secretary Family secretary, if applicable

Members present: _____

Non-council member attendees: A. Kullojka, M. Khalmuratov, H. Trenk, J. Hendrix, D. Allen, T. Davis, C. Hallgren, B. Perterson, L. Stemler, L. Connor, R. Symon, P. Chandler, Z. Greenwood

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Welcome	Associate Chandler: Good morning, thank you for coming. Introductions around the room.	
IIBF Update	<p>LBM Khalmuratov Handed out the IIBF Budget Allotment and Expendature, then reported:</p> <p>There are still pending purchases not displayed and there is still money to be spent on the religious program and the Music Room.</p> <p>Associate Allen Reported: He is responsible for IIBF as of October and has been ensuring that the allotted spending makes sense for the facility.</p> <p>He has been working with outside companies to make a plan for rebuilding the MCC Music Rooms. This plan was submitted recently, and changes should be coming soon.</p> <p>Associate Chandler: The money in the Visiting Budget is being spent on outside furniture for the TRU Visit Room and on Smart</p>	

	<p>Boards that will go in the each of the Visit Rooms. We are waiting until the New Year to spend more money on toys in the kids' areas.</p>	
<p>Update - Chemical Dependency Class for MSU</p>	<p>CPM Kullojka reported: Over the last couple days two of the Chemical Dependency Counselors have left. This will cause delays at MSU. Due to the way the Counselors are contracted this is very complicated and will not be solved today. He asks I/Is to send him kites if this impacts their release date, so he can help with the screening process.</p> <p>CPM O'Connor reported: For TRU, we did have a provider leave but the class will continue on a modified schedule.</p>	<p>CPM Kullojka will speak with the Chemical Dependency Manager to see where they are at and what the next steps look like.</p> <p>CPM Maxen Update: ABHS is in the process of interviewing for hiring and posting positions across multiple platforms. Classes reduced to one a day at both TRU and MSU. HQ is aware and working with local manager on how to best provide services for those most impacted by the slowdown of classes (GRE, etc.)</p>
<p>Medical KOP's issues still happening – MSU/TRU</p>	<p>HSM Symon reported: Start at "Day 30" on the KOP punch card, take meds as directed until you get to day 8 (different color) then at day 8 request a refill. Pharmacy does not fill prescriptions early as it backs up the system, fill only when you get to day 8. Most KOPs arrive early, if the KOP does not arrive on time (we use Fed Ex and weather is an issue in the winter) the patient can report to pill line and request their medications, and the medication will be filled with urgent stock if available. If unavailable, we will obtain via MODA from pharmacy. Patients can help by reporting to KOP lines appropriately and reordering medications timely using the procedure.</p> <p>Lt. Davis Reported: KOPs are currently not allowed in the VRs as it is not in policy.</p>	

<p>VR Plates/Cups – The one plate rule has not yet been implemented. Will this cause more movement and tension? Where are the clear cups?</p>	<p>Lt. Davis Reported: We went away from cups because of passing contraband per IIU. Staff are only supposed to be allowing people to get cups for coffee.</p> <p>The one plate rule is now in effect. This is the same rule that is in place at other facilities. It has been implemented with out issues so far.</p>	
<p>MSU Night Yard Update</p>	<p>Captain Hallgren reported: He has reached out to Captains at other Facilities to ask about there Night Yards. This is not available at other Facilities, so he has asked why it is they do not have them.</p> <p>As of right now he is not comfortable with implementing a Night Yard.</p>	
<p>CPPC Update</p>	<p>CPPC Trenk reported: The Harvest Fests at SRTC and WSRU went great.</p> <p>Winterfest TRU on 12/21/24 Winterfest MSU on 12/22/24</p> <p>Eric Genius' event scheduled for next year has been canceled.</p> <p>Welcome J. Hendrix as the new CPPC for MSU, SRTC, and IMU.</p>	
<p>Action Items Updates</p>	<p>Associate Chandler reported: The teams assigned to the previous Action Items have not had time to meet.</p>	<p>The Action Item meetings are to be scheduled for after the holidays.</p>
<p>Statewide Family Counsel Report</p>	<p>Please see SFC Meeting minute notes</p>	

New business

Topic	Discussion/Key points	Next steps
<p>Therapeutic Animal Program - MSU</p>	<p>CPM Kullojka reported: This was previously suggested by a staff member. At that time a full plan was not made so it was not approved.</p>	

	<p>CPPC Trenk reported: There used to be a Pony Program at SRTC that was unfortunately cancel, however she is looking for similar volunteer programs to bring to MCC in the future.</p>	
<p>Classification Counselors - when an I/I's counselor is not there what is the appropriate way someone submits event forms, kites, and who ends up doing assessments.</p>	<p>CPM Kullojka reported: When a counselor is out on leave there will always be another counselor assigned to cover in their absence.</p> <p>CPM O'Connor reported: A way to avoid delays when I/I's know their counselor is out to submit their requests/forms as early as possible. Counselors have open door hours on the unit so work within those hours to contact them and I/I's can utilize their CUS in a counselor's absence.</p>	
<p>Phone rates seem to be fluctuating, what's going on with Securus?</p>	<p>CPM O'Connor reported: There have been FCC changes. Documents from both DOC and Securus are attached and can be shared.</p>	
<p>Can we get a Securus Representative on site at our meetings?</p>	<p>CPM O'Connor reported: Securus is not available to attend local Family Council meetings, per HQ they will only attend statewide. We will be holding some small tier rep meetings when a new Securus rep is onboarded for MCC.</p>	
<p>Request for CPR training and Narcan as a requestable item for people who have a direct release to the streets</p>	<p>HSM Symon reported: For CPR training, I know this must be done through the volunteer program. Medical does not train staff specifically either, this is done through the training center. We would need to have a volunteer program do this for the patient population. Patients receive Narcan training before release from the Reentry Nurse and can have Narcan by request upon release.</p> <p>CPM O'Connor reported: There is a staff member at TRU that is willing to do CPR training. They</p>	

	are in the very early stages of making a plan to get this up and running.	
MSU Visiting Staff having issues with visitors bringing in items for babies/toddlers.	Associate Chandler reported: We realized that there were inconsistencies at the different VRs regarding the allowable items. To remedy this a reminder of the allowable items has been sent to each facility. An exception on this list has been made for the one blanket rule, we will allow two.	
Request for items for pack & play mats in the visiting room that can be washed.	Associate Chandler reported: There has been a new washer and dryer put in to aid in the process of keeping these clean. An additional Pack & Play has been donated as well.	
EFV Request for Carts and Baby Toys.	Associate Chandler: New carts were order for the EFV Program.	AS Chandler will begin an inventory of the toys in the EFV Trailers.
LFC 2025 calendar	Friday February 21, 2025 Saturday April 19, 2025 Friday June 20, 2025 Saturday August 16, 2025 Friday October 17, 2025 Saturday December 6, 2025	
LFC Representative Vote	Co-Chair: Josephine Johnson Co-Secretary: Danica Seavoy SFC Representative: Danille White	

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Questions/Comments/Debrief	Teir Rep reported: There has been a lot of issues with Visiting Staff at MSU. When supervising staff is in the visit room the behavior is completely different. Visitors fear relation if they speak up about this.	

	<p>Associate Chandler: Please report visiting concerns or incidents to me at pechandler@doc1.wa.gov with the date and time of the incident. We take these reports seriously as our goal is to have the best Visiting Program in the state.</p> <p>LFC Member: Why have we been told there is only one parent allowed with our child in the play area.</p> <p>Associate Chandler: Both parents are able to be with the child in the play area, however if there is a problem or limited space then it will be restricted to one parent.</p> <p>LFC Member: Are children allowed to sit with each other at the visit room tables?</p> <p>Associate Chandler: This is not allowed as there is no cross visiting. They can interact in the play area, but not at the assigned visit tables.</p> <p>LFC Member: There have been long wait times for the start of visiting and EFVs.</p> <p>Associate Chandler: Our goal is to start visits on time. Exceptions have to be made for emergencies and staffing issues. A recruitment has been sent out for a new Visiting Sargent. We have ran into issues with no vehicles being available for the EFV transports so this can cause delays.</p>	<p>Visit Staff are to begin providing updates when delays are expected.</p> <p>Captain Hallgren will follow up on the possibility of having Visitors assist with rearranging the visit room tables.</p>
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	CPM O'Connor: Due to the regular programming building being under construction, some programs have been utilizing the visit room. This has been causing delays. We are hopefully the programs can return to there building in Spring 2025.	
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Next meeting location: Twin Rivers Unit Visit Room Date: 02/12/2025 Time: 1000-1200

Comments: _____

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Distribution: **ORIGINAL** - Family Council Co-chairs

FAMILY COUNCIL ACTION ITEMS

REFERENCE	NEW ACTION ITEMS OPENED Name of issue discussed in meeting Key points/discussion: Description of issue Update: Update from each meeting till closed	ASSIGNED TO Owner of issue	DATE OPENED mm/dd/yyyy	DATE DUE mm/dd/yyyy	DATE CLOSED mm/dd/yyyy
	TRU Management and CI Food Services will have a meeting about breakfast boats. Update 12/7/24 – Assigned team has not yet had a chance to meet. A meeting will be scheduled for after the holidays.	Ken Bratten Captain Hallgren Lon Turner Alan Millager	10/18/24	02/12/2024	
	AS Bratten conversation with Superintendent Anderson, to come up with a solution for toilet privacy screens within the cell. Update 12/7/24 – Assigned team has not yet had a chance to meet. A meeting will be scheduled for after the holidays.	Ken Bratten	10/18/24	02/12/2024	
	Why are I/I's not receiving notification of BOE's– Josephine Johnson will take to HQ Update 12/7/24 – This was brought to the statewide council and Coyote Ridge is also having similar issues. A memo was sent to MCC Staff in October regarding BOEs	Josephine Johnson	10/18/24	02/12/2024	
	TRU Management and Medical sit down and discuss medical appointments, callouts, and movement times. Update 12.7.24 – Assigned team has not yet had a chance to meet. A meeting will be scheduled for after the holidays.	Ken Bratten Alex Costa Elke Jackson	10/18/24	02/12/2024	
	Roast beef dinner for Christmas	Alan Millager Lon Turner Paula Chandler	12/07/2024	02/12/2024	

REFERENCE	CLOSED ACTION ITEMS Name of issue discussed in meeting Key points/discussion: Description of issue Update: Update from each meeting till closed	ASSIGNED TO Owner of issue	DATE OPENED mm/dd/yyyy	DATE DUE mm/dd/yyyy	DATE CLOSED mm/dd/yyyy

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