



## FAMILY COUNCIL MEETING MINUTES

Location: Admin Conference Room Date: 4-13-19 Time: 1430

Teleconference details: Julie Winkler will conference in

### Meeting Attendees

Department/facility co-chair: Jason Bennett Family co-chair: Jerrie Davies

Facility/council secretary: Elena Friesz Family secretary, if applicable: NA

Members present: Carla Dishon Non-council member attendees: Sergeant Charles Friesz and CO Anita Garcia-Davies

### Agenda

#### Old business

Topic	Discussion/Key Points	Next Steps
Visit Restrooms	Status of getting heat in the restrooms.	Work order number 11522 was submitted for heat and hot water to be installed in visit restrooms. Load study is currently being conducted for the increased ampacity that is required for the additional electrical load. This is required by L&I code. All components are on site and once we get approval from the electrical inspector we'll be able to install.
Delivery of Incarcerated Individuals packages.	Explain the delivery of packages to the population? The hobby packages are not consistently getting to the inmates in a timely fashion. Beads were purchased by an inmate on 12/21. They were delivered to OCC on 12/24. The inmate did not receive them until 01/21 after two requests from the inmate and two phone calls from the bead company.	All beading and craft packages are to be delivered to the Recreation Specialist. At that time it will be determined if the package is religious or hobby craft. The package that is referenced in agenda was sent to the Chaplains office first in error. OCC does not have a full time property. The facility tries to issue property two times a week which are usually Friday and Sunday.
Sanitization	Can the facility be sprayed down with bleach once a week or so like they do at Stafford and Walla Walla for sanitization purposes?	OCC uses a germicidal spray which is as effective as bleach for sanitization. Bleach is used in designated areas Bleach can be a security risk for the

		facility.
Ozette gym time	Can the Ozette unit can rotate there Gym times? They currently go at 8pm.	Due to the programming designation of the units a rotation does not work at OCC. (AM Kitchen workers come from the Hoh Unit have to get up at 0300 hours to be at work at 0330 hours). A Memo has been sent out to the population providing an additional recreational period for Ozette Unit on Tuesdays and Thursdays. (Note: this has been set up as a trial basis initially to evaluate the impacts on the other units.
Events	Does the council want to be involved in planning 2019-2020 events? Attached is a list of current events.	The council did not have much input.
Policy 530.155	Policy Family Councils 530.155 is up for review. HQ's asks for input if any by March 1 <sup>st</sup> .	Will send suggestions to Elena by email. No input for the review of Policy 530.155 was received.
Elections	Elections were completed through email. Was there a family secretary selected?	Jerrie Davies will continue to be Family Co-Chair and Julie Winkler as Statewide Representative. It was decided by the council that no Family Secretary is needed.
Clearwater Restrooms	A complaint that the restrooms are filthy. A DNR incarcerated worker takes upon himself to clean them	Superintendent Bennett will talk with CUS Anderson about the cleanliness of the rest rooms.
DNR laundry bag	May DNR workers have an extra laundry bag? The work clothes are not clean and coming back wet because the bags are too full.	We reviewed the request and will submit a purchase request for additional laundry bags.
EFV opening sealed packages	May EFV's have a pair of scissors or knife to be able to open sealed packages	We support proposal and will seek options. Scissors were purchased.
Tour	Per policy the Superintendent is to offer a tour of an area two times a year.	Most the council after meeting went and looked at the items in the woodshop. The wood shop is preparing for the QVSA.

### New business

Topic	Discussion/Key Points	Next Steps
Clearwater Showers	<ul style="list-style-type: none"> <li>Cleanliness of the showers</li> <li>Remedy to ensure no bacteria/mold growing</li> <li>Possible dividers/privacy curtains. Possible PREA concern</li> </ul>	Superintendent Bennett went over unannounced to view the showers. Showers needed cleaning but no black mold. Clearwater Sgt. will see that the janitors are to do a better job. Dividers in showers may cause more

	<ul style="list-style-type: none"> <li>• May be a concern in the other units</li> </ul>	of a security and safety risk not able to have a visual.
Bookshelves	Bookshelves installed in the rooms?	Clearwater units since just a bunk area there is not room. In the others some have shelves.
Signage	The signage in the parking area is very confusing for new visitors. Signs to explain where to turn, park and visit room is located.	If the council could give some ideas on how we can do better definitely not opposed to changing or adding signage. Possible walk through with the council.
Recycling	Is there garbage recycling? May the visit room and EFV's be included?	In our rural area not much is accepted for recycle. OCC recycles card board. Aluminum cans can be recycled in visit room. A receptacle will be in visit room next week.
Used books	What is allowed?	Inter loan Washington State Library program and new books from the approved vendors.
Follow up-	DNR laundry bags	Process is finalized. Laundry bags are ordered.
Follow up-	Visit Restrooms/Vending Machines	Capital project request is a power up grade. This will help with the temperature of the room. A better power source for the vending machines.
Follow up-	Open sealed packages for EFV's	Scissors are stored in visit office.

### Roundtable open discussion

Next meeting location: OCC Conference Room Date: Saturday 6-1-19 Time: 1430

Comments: This is Jerrie Davis last OCC Local Family Council meeting. Carla Dishon said she would take over duties as Family Co Chair.

Christy Kuna Assistant OMBUDS will reschedule for August 10th meeting.

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