



# FAMILY COUNCIL MEETING MINUTES

Location: Olympic Corrections Center Admin Conference Room Date: 2-8-20 Time: 1430

Teleconference details: Julie Winkler and Mike Eby will conference in (Due to error in access code given Mike was unable to conference in)

<b>Meeting Attendees</b>
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Department/facility co-chair: Jason Bennett Family co-chair: Carla Dishon

Facility/council secretary: Elena Friesz Family secretary, if applicable: N/A

Members present: \_\_\_\_\_

Non-council member attendees: Visiting Sergeant Charles Friesz

<b>Agenda</b>
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**Old business**

Topic	Discussion/Key Points	Next Steps
December	Meeting was canceled. Family Council members unable to attend	Plan for February Meeting on the 8th
EFV's	Check-in and out times	Times will stay the same due consistent
Elections OCC Local Council Members	OCC currently has three council members.	Council will vote by email. Members will continue their current roles.
Motel Vouchers	A discussion of whether motel vouchers could be requested for inclusion in the next budget cycle for OBF monies?	Julie will enquire the information about local motels offering a flat rate. This program is at LCC. Forks is remote with high demand on motels with tourist.
Badges for FC members	Badges to wear while in visiting	OCC has them available for members.
No consistency on store and mail	Sometimes mail is received at 8pm, other times at count Store: If store items are not handed out by Ms. Capp, the men will not get them until 9pm. Ms. Franklin will have us count every item, therefore some of us will not get store items due to time. Ms. Capp will stamp and go, other officers will sign and drive, making it possible for us all to get store items.	Mail call is usually around 1700 on week days. Around dinner mainline Currently updating OM for process when the residents receive store. Process will be sign and go or may inventory at the customer's request.
Gym Time	Has been discussed in the past. It was brought up again to have rotations for all units. Example that was given: Hoh unit 6pm Clearwater 7pm (stay's the same) Ozette unit 8pm Lema 220 shift will still be running busses regardless	The times are the best scenario for OCC. We have tried several times and avenues.

	who is first or last. Same amount of staff for each gym time.	
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**New business**

<b>Topic</b>	<b>Discussion/Key Points</b>	<b>Next Steps</b>
CI Meals at Visits	Are we able to pick other choices of meals for visiting?	Yes The list of choices will be given to the IWC representatives to make different selections for CI meals
Store	Ozette unit placing store order on Wednesdays, why does it take nine days to receive it? Hoh Unit receives their store order three days earlier.	OCC has approval for another staff Warehouse worker which will make commissary delivers more consistent and process go more smoothly. That employee should be on board soon.
Motel Vouchers	Status of this program? We would like to have a "trial run" before the launch to be sure that it works as it is supposed to. Julie willing to make a trip there for that purpose.	It's not funded yet, we get to make funding request in March for the next fiscal year. This would be for approved immediate family members. There may be an option of what was done in the past with a gas card
Release Notifiers	Release date has arrived and due to the release notifiers not being sent out or received somehow, they were not able to leave on the appointed date? Process clarification and how it works.	Records manager Pam Olekas response: Once an ORP (Offender Release Plan) has been approved and we receive notification of that approval, then Records completes the notification process. If the ORP is approved after an offenders ERD then he is going to release even later than that based on whether his notification is 1 day, 15 day or 35 days. A detailed response from Classification Counselor Oliver below in comments
Fund Raiser	Family Co-Chair Carla Dishon and her husband would like to sponsor a Subway fund raiser splitting the proceeds between Mary's Place, (a shelter in Seattle that helps women and children) and Family Friendly events Elena Friesz will also so be helping.	Superintendent supports the fund raisers as long as policy is followed. Elena and Carla will continue to work on a plan to submit to Superintendent Bennett for approval.
Tour	Per policy the Local Family Council has two tours a year of an area within the facility. Any suggestions?	No suggestions as of this meeting. The group will give it some thought and decide in April.
EFV's	Some confusion each time when checking in. We could use sacks to bring food items now we can't. Stove/oven are dirty. The food that is on the burners oven smoke. When the power goes out we have no heat.	Lieutenant Price and SGT. Friesz will be attending a statewide meeting regarding Visits and EFV's. The policy is being updated. We look at our Operational Memorandums and allowable item list and update. We will follow up. Looking at some new furniture, refrigerator with a freezer and pots and pans.

**Roundtable open discussion**

Next meeting location: OCC Admin Conference Room Date: April 11, 2020 Time: 14:30

Comments: Julie Winkler report out from SFC: (some of report out was put in new business to answer the questions).

The revised EFV policy and EFV Allowable Items is expected to be finalized and ready by March 1<sup>st</sup>. Be looking for those changes.

Lisa Flynn indicated that at the next Superintendent's meeting, she would be talking to that group about the importance of including representatives from the incarcerated population in the FC meetings going forward. Perhaps we could have some discussion of what that looks like.

I will be able to continue as the State rep through the next SFC meeting on March 21. After that, someone else should be elected to that position.

Mike Eby and I have provided the information to Superintendent Bennett re the motel voucher program.

Who is currently fulfilling the CPPC duties?

There was some conversation at the SFC meeting about working with the CPPC and the LFC reps to establish 4 events for the coming year. I know there have been some successful ones done each year at OCC. It was indicated that 2 of the events should be "Family Friendly" (kids included) and 2 of the events should be "Significant Other" events, in other words, without kids. I understood that significant others included parents, siblings, etc, not just romantic partners.

Can Superintendent Bennett take some time at the meeting to explain the process of release notifiers? I understand that recently there have been loved ones at OCC whose release date has arrived and due to the release notifiers not being sent out or received somehow, they were not able to leave on the appointed date. I am repeating something second hand, so perhaps I am ill informed. I remain curious about the process though and would appreciate clarification from someone who knows how it works.

Here is a response from Classification Counselor Kris Oliver:

This is a very common problem and typically it only happens when an offender is releasing on the ERD Housing Voucher. The following timeline occurs for these circumstances:

1. Offenders may not apply for the housing voucher until they are 30 days short of their ERD.
2. Once the housing voucher is approved, and an address is found and submitted for investigation, the investigation window is 15 days assuming the address is taken from the Statewide Transitional Housing Directory.
3. If the investigation takes the entire 15 days (which often times it does) then that would place the offender 14 days from the ERD (theoretically).
4. If they have a 15 day notifier, that cannot be submitted and the clock cannot start on that until the address has been approved by the CCO. This would mean that if the 15 day notifier is submitted on the exact day that the address is approved, then the offender would release one day past his ERD. If the notifier is 35 days, then the offender will not get out until 2 weeks after his ERD.
5. The notifier is a set time. It does not matter if the victims are contacted on the first day or the last day of the notifier, due to state law, the notifier must be in place for the entire time that is indicated.

It's important to understand that the timeline described above is assuming the absolute best case scenario where the housing voucher is approved the same day it is submitted, the offender already has an address and sponsor willing to take them, the CCO only takes the 15 days to

approve the address, and that the notifier is submitted on the exact day that the address is approved.

The reality is that it takes at least a day to get the voucher approved, can take up to two weeks for the counselor to find a viable address, the CCO often times goes past the investigation window. So normally the offender will be released anywhere from 14-35 days after their ERD.

Not to put it back on the offenders, but policy directs that offenders are to work on their own release planning prior to release and the counselor is to "assist". Nowhere in policy does it dictate that the counselor will do all of the work, but this is what tends to happen anyways. If the offenders were to get on the ball when they are approximately 180 days from release and start contacting Oxford Houses or other release resources and have it lined up before they are 30 days short, this could absolutely shorten the amount of time past ERD that an offender releases. In addition it's important to note that anyone with a 35 day notifier is guaranteed to get out past their ERD simply because they do not qualify for the voucher until they are 30 days short of ERD. When the math is done, it becomes clear as to why this happens, and unfortunately it cannot be avoided for offenders who are releasing on the voucher.

It sounds as though each facility is to expect their Family Services Rep (hi Mike!) to attend the FC meetings. With that in mind, we need to check with Mike to see if the dates and times that we have chosen for 2020 are possible for him as he has other facilities to attend as well. We know he is almost superhuman but has not yet mastered being in two places at one time!

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