



# FAMILY COUNCIL MEETING MINUTES

Location: Olympic Corrections Center Date: 12/8/2022 Time: 1300

Teleconference details: Microsoft Teams calendar appointment:

**Join on your computer or mobile app** [Click here to join the meeting](#)

**Or call in (audio only)** Meeting ID: 256 952 409 69 Passcode: wPRdR4 **or call in (audio only)**

+1 253-372-2181,603888748# United States, Tacoma

Phone Conference ID: 603 888 748# (login for December meeting)

## Meeting Attendees

Department/facility co-chair: Superintendent Scott Speer Family co-chair: Vacant

Facility/council secretary: Elena Friesz, CPPC Family secretary, if applicable: Vacant

Members present: Kimberly Sutton

Non-council member attendees: Heather Bates OCO, Ginger Price Captain and Nick Riggan FA5

## Agenda

### Old business

Topic 10/06/2022	Discussion/Key Points	Next Steps
Deductions	How do they decide?	Deductions will not be taken if it causes the I/Is balance to fall below the indigency level of \$25. Per policy 200.000, supported by RCWs, funds coming in from friends and family are subject to 35% mandatory deductions, in addition to 20% for any debt owed, to include child support. Class III and Class IV gratuities are subject to 5% mandatory deductions, in addition to 20% for any debt owed and 15% for child support.
A piece of fruit to the unit	Before returning to mainline and meals were delivered to the Hoh unit there was a problem with men making alcohol out of the fermented fruit.	For now, no food will return to the unit from mainline.
Incarcerated wages	Legislation makes those decisions.	Suggested that the population write WA Department of Corrections Executive Policy Office PO Box 41106 Olympia, WA 98504-1106

**New business**

Topic 12/08/2022	Discussion/Key Points	Next Steps
Spoiled food packages	When incarcerated receive spoiled food packages at OCC	Warehouse manager, Mr. Sergeant said to send a kite to him to resolve food package issues. He will contact his contacts at MCC that work with Union Supply to resolve complaints and issues.
Incarcerated Welfare Committee	4 <sup>th</sup> Quarter meeting was held in November with the unit representatives from each unit.	IWC 2022.4 Minutes.pdf
Future LFC Meetings	In February 2023 the first in person OCC local family council meeting since 2019.	Plan to meet after visitation Saturday, February 11 <sup>th</sup>
Informational	Lodging and Transportation Assistance Program  Family Support & Navigational Guide  Calendars	To find out more information and to apply, visit the DOC website at: <a href="#">Visiting Help &amp; Support   Washington State Department of Corrections</a> <a href="#">Family Support &amp; Navigational Guide</a>  <small>2023 OCC Local Family Council Meet      Statewide Family Council Meeting      OCC 2023 LFC - Sch/Holiday Visits - Fami</small>
Upcoming in person event	Valentines Family Friendly	Approved visitors invited by individuals to attend a Valentine party on Friday, February 10 <sup>th</sup> .

**Roundtable open discussion**

**Next meeting location:** Lower Administrative Conference Room after visits. Microsoft TEAMS appointment will be offered if requested

**Date:** Saturday, February 11, 2022, Time: 2:45pm

**Comments:**

- Ms. Sutton expressed that staff at Olympic Corrections Center have been professional and helpful.
- Flyer for next LFC meeting notification will be in visit room and on the website calendar.
- The following kiosk message will be sent to the population to encourage them to have their loved ones participate in OCC LFC.

*Currently OCC is recruiting family and friends of incarcerated individuals to be members of our local family council. Family councils advise, collaborate, problem solve, and partner with the Department and the community to improve communications with the Department, create opportunities to strengthen family and community connections, improve quality of life for those incarcerated, promote successful reentry, provide family input on related policies and operational memorandums, and address local and statewide issues/concerns that affect a broad*

*range of those incarcerated and their families. Family is broadly defined to include immediate, extended, and elected family members, such as romantic partners, friends, neighbors, and clergy. Department employees and council members work together to bring awareness to the family councils to encourage participation. Each prison facility maintains a Local Family Council (LFC). Family council meetings provide opportunity for family members to ask questions, get information, and share their perspective of the facility. All approved visitors may attend a family council meeting. Your family members may find additional information on our agency website to contact the facility at [www.doc.wa.gov](http://www.doc.wa.gov).*

*Next scheduled meeting is Saturday, February 11<sup>th</sup> at 2:45pm after visits in the Administrative Conference room. Microsoft TEAMS will also be an option to join the meeting.*

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Distribution: **ORIGINAL** - Family council co-chairs

# Olympic Corrections Center IWC

4th Quarter 2022

November 8, 2022

## Attendees:

### Hoh Unit Representatives

**DELACRUZ, Jason** #319869

**BAKER, Joshua** #383611

**DIBERNARDO, David** #718652

### Ozette Unit Representatives

**NASON, Kenneth** #307305

**TAYLOR, Richard** #310101

**WARREN, Michael** #329508

**Scott Speer** ..... Superintendent

**Jamie Kerschner**.... CPM

**Ginger Price** ..... Captain

**Marc Thomas** ..... Security Specialist

**Tonya Pleines** ..... Resolution Specialist

**Rick Gooding** ..... Hoh CUS

**Theresa Anderson**.. Ozette CUS

**Kirk Eide** ..... Ozette CC3

**Josh Reyes** ..... Ozette CC2

**Robert Warner** ..... Food Services Manager

**Victor Marshall** ..... Chaplain

**Sandra Kint** ..... Education Navigator

**Elena Friesz** ..... CPPC CS1/CPM AA3

**Kate Wahlgren** ..... Superintendent AA4

**Superintendent Speer:** *Our goal is to begin meeting quarterly again as a group. Representatives should be having meetings with their CUS between quarterly meetings and ensure communication is ongoing at the unit level.*

## Program Area Updates

Policy/Operational Memorandums

*Natasha Riggan, CS2*

COVID Changes

*Kate Wahlgren, AA4*

Volunteer and Family Friendly

*Elena Friesz, CPPC CS1*

Resolution Program

*Tonya Pleines, CS2*

Education

*Sandra Kint, Education Navigator*

Religion

*Victor Marshall, Chaplain*

Food Service

*Robert Warner, Food Services Manager*

Operations & Security

*Ginger Price, Captain*

Classification

*Jamie Kerschner, CPM*

Jpay

*Marc Thomas, Security Specialist*

**Policy/PDU/Virtual Hearings** *Natasha Riggan, Policy/LLO CS2*  
*Reported out by Kate Wahlgren, AA4*

**Policy/OM**

DOC 380.605 Interstate Compact

DOC/OM 460.000 Disciplinary Process for Prisons

DOC 350.240 Ten Day Release

DOC 570.000 Sex Offense Treatment and Assessment Programs

DOC 350.200 Transition and Release

DOC 590.200 Marriages and State Registered Domestic Partnerships

DOC/OM 310.140 Veterans Services

DOC 540.150 Nature Imagery Program

**PDU:** We had 9 public disclosure requests this quarter, they are all complete.

**Virtual Hearings:** You may request a virtual hearing through your attorney or through the courts. Your attorney or a court representative will need to contact the virtual hearings department at OCC. To see if you qualify for one of the following virtual hearings.

1. Arraignment
2. Civil Rights
3. Witness testimony
4. Trial
5. Sentencing/Resentencing Hearings
6. Department of children, youth, and families (DCYF)
  - a. Child dependence/termination
  - b. Emergency shelter
  - c. Family team decision making (FTDM)
7. Division of child support (DCS)
8. State Vs Blake
9. Child or Adult protective services
10. Quash Warrant (You must petition the court yourself to set this up)
11. Board of industrial insurance appeal (BIIA)
12. Legal Name changes
13. Divorce proceedings
14. No contact/restraining orders
15. Other matters

We must be given 7 days advance notice by your legal representation to schedule any hearings.

**COVID Signage and notifications** *Kate Wahlgren, Supt AA4*

We will be placing signage in units and at PBX entrance to indicate current county and facility levels. They will be updated weekly unless level changes dictate the need to update more frequently.

## **Volunteer and Family Friendly Elena Friesz, CPPC CS1**

CPPC- kiosk Comm Partnership-M01 for any of the following topics

- Self Help Volunteers
  - Alcoholic Anonymous on Thursday evenings and Narcotic Anonymous Wednesday evenings are on track. OCC will have more volunteers coming on board for AA and NA. Make sure you are counted for your attendance- this is very important, especially for those in TC.
  
- Fund Raiser
  - Ice Cream signatures log completed and sent to incarcerated banking. Money will be taken on 15<sup>th</sup> and order will be submitted to Mr. Warner, Food Manager. Ice cream will be delivered early December. Food Services Manager Warner will advise of the date when he knows, it will be a Tuesday because it comes with the milk delivery.
  - Pizza and soda pop from Home Slice in Forks. Pizza will be baked at the facility. Per policy there can be no pork in the facility kitchen but Home Slice will be looking for a beef pepperoni. Home Slice and Ms. Friesz will make up a menu. Not sure of the cost but funds will come out on December 15<sup>th</sup>. Planning for New Year's Day. Will ask about vegan/vegetarian option. We will stay at one pizza per person at this time per Superintendent Speer because of limited oven space and staffing constraints. Sounds like it will be a medium pizza.
  
- Local Family Council
  - LFC meet six times a year, every other month. Family and Friends that are approved visitors are encouraged to be a part of the local council. Policy 530.155 Family councils advise, collaborate, problem solve, and partner with the Department and the community. Next scheduled meeting is December 8<sup>th</sup> at 1pm on Microsoft TEAMS.
  
- Library Cards
  - Washington State Library, in partnership with public libraries around the state, will be issuing library cards to individuals who are within two months of release. Not all counties represented, but they are working on it.
  
- Food Pantry Cupboard Project
  - In the near future Hoh Unit will be doing a pilot program by donating commissary foods to the local food pantry that is located across from the Forks High School. Mr. Delacruz and Mr. Dibernardo residing in the Hoh unit came up with idea to give back. Maintenance department is building a secure box and once completed incarcerated may start donating. If this goes well, Ozette will have a secure box placed in that unit. The Hoh unit box almost full. If the pilot goes well the opportunity will be offered in the Ozette unit. Ms. Friesz will pick up the items today. Officer Johnson runs this food pantry and wants to do an article for the local paper.

- Family Friendly
  - Just completed Fall Craft in lieu of the scheduled event. The packages will go out today.
  - A Winter Craft will be in December. Be looking for flyer/kiosk message. They must be on your approved visitor list.
  - After the New Year HQ's will be looking at bringing family and friend events back. The way it works to participate is your approved visitors **will have to attend** for you to attend. These are always filled with fun activities and food. It is a real nice time and these events are always looked forward to as a special time. To assist approved visitors travel expenses there is Lodging and Transportation Assistance Program (LTAP) found on the DOC.WA.GOV/family/support Encourage your family to get on your approved visitor list so they can attend.
  
- Flagger's Class
  - On Sunday, November 20<sup>th</sup> there will be a flaggers and ATSSA (American Traffic Safety Services Association) certification class. 30 people may attend at \$75 cost must have completed transfer funds turned to the CPM office by the 14<sup>th</sup>
  - The instructor, Ms. Pollard will do more classes in the future at OCC.
  - 6 spots left at this time.

### **Resolution Program** *Tonya Pleines, Resolution/Training CS2*

36 new resolution requests filed for the 3<sup>rd</sup> quarter.

Level 0 non-Health Service responses given within the 10-working day timeframe was 93.33% of the time.

Level 0 Health Service responses were 100% within the timeframe.

Level 1 non-HS and HS responses given within the 15 working day timeframe was 100%.

Top 3 concerns:

- unprofessional conduct (5 concerns),
- state property (3),
- lying (3)

Of the 36 concerns 15 were not accepted. 11 of the not accepted were because the concern was about an issue that had an established appeal/review process (i.e. mail rejection, disciplinary actions, classification). The other 4 that weren't accepted was due to Resolution Program restrictions (i.e. filed beyond timeframes, hearsay/speculation, an incident that has not yet occurred)

Each unit has a bulletin board with a Resolution Department appeal/review tool posted in it. This outlines almost everything that has an appeal/review process. If I/I's reviewed this prior to submitting their concern it would save them time they need to be appealing their issue. There is also available a Resolution Program pocket guide that gives the Readers Digest version of the resolution manual.

Starting in September a kiosk at the beginning of each month with Resolution Program information highlighting a different topic is being sent out. (i.e. concerns that are not accepted, how to file an emergency resolution request, etc.)

## **Education** Sandra Kint, Education Navigator

Education contract is renegotiated about every two years based on population numbers, so offerings could change in the future.

### **PC Programs**

GED prep

HS+

Refresher Courses (courses not for credit)

Construction Trades – seeking instructor

How to enroll/register

- Request a referral from your CC
- Send a kiosk to Education requesting enrollment and registration for GED or HS+

### **Other**

Correspondence courses - Work with your counselor. PC doesn't offer correspondence courses so can't vouch for quality of all programs. Ms. Kint will sit down to discuss options if requested.

### **Support Services**

FAFSA – Free Application for Federal Student Aid

Transcript retrieval

Loan forgiveness – working on making a paper application available as it's currently only online- deadline of 12/2023. Also working on getting loan default paperwork.

Education/Training & Career Planning

- Priority service GED/HS+ attainment requirement
- Supporting your career goals
- College, technical colleges, apprenticeship and pre-apprenticeship programs
  - SBCTCs "Check out a College Brochure"
- Utilizing skills/experience gained prior to incarceration and while incarcerated
- Don't know what you want to do?
  - "Where are you Going"
- Release readiness 6 month or less

Release readiness

- Two Re-entry classes per year – Next in Winter quarter/January. Talk with your counselor. IT will be a 2.5 month class.
- Two Re-entry workshops per year - since class is only twice a year, education will be offering 3 hour crash course for in between times.

Digital Career Center –Now on education computers/laptops, hopefully getting it placed on computer in resource rooms of units.

- Labor Market Info – top occupations in county of release
- Job readiness workshops
- Occupational network (ONET) –List of jobs, each with several page description  
Can be used to see if you're interested in a certain occupation, to write resume, etc.
- Resources

DNR workers have been requesting more time with computers to type up essays for their correspondence courses. Ms. Kint will check into that and advise CPM Kerschner.

## **Food Service** *Robert Warner, Food Services Manager*

Nothing to report for 4<sup>th</sup> quarter.

## **Religion** *Victor Marshall, Chaplain*

Fully functional religious and cultural events are tentatively planned to occur in the new year with family members in attendance. There will be special Thanksgiving service (Tuesday before) and Christmas services (baptism service on Christmas Day). The next planned event is Asatru (with families) occurring in the first week of January.

There are resources through Unkitawa, for native men releasing- but zero tolerance in the programs for issues/bad behavior. Chaplain Marshall can help with facilitating connection if you have a native background. There is talk about starting Hispanic group, Chaplain Marshall has volunteered to help with that. Kiosk the chaplain if you want to help.

## **Operations and Security** *Ginger Price, Captain*

### **Infractions**

Last quarter included:

2 Threats

3 Violent

4 Drug/alcohol related

This quarter there has been one violent and three drug related infractions so far.

### **Visits**

We are no longer doing prescheduled visits and are not cohorting unless there is a change in county/facility levels. There are two specific visit check-in times, if visitors want a full day they can check in for morning visit.

### **Mailroom**

There have been no specific themes for rejections and rejections have been down.

### **Property**

Issues with chains coming in, individuals not getting their chain bag. CUS Gooding and Property Sgt. Carstensen working on it.

## **Classification** *Jamie Kerschner, CPM*

Nothing to report for 4<sup>th</sup> quarter.

## **JPay** *Marc Thomas, Security Specialist*

Phone system is being changed over from GTL to Securus Technologies. New phones will be installed and then system cut over.

Commissary ordering on new phone system is requiring a 4-digit code but the phone pin is 8 digits. - You will have a 4-digit number when the changeover occurs, unsure how it will be distributed but CS Thomas will get them out.

Wifi has been boosted but it is not turned on yet. All tiers should be covered, even outside. Still waiting on hardware to change switches out but it's coming quickly.

## New Agenda Items

### UNITS

**Can we get the Wi-Fi boosted? It does not make the entire unit, only the first few houses.**

Marc Thomas, Security Specialist: There is currently a project on going that should be completed by October 28<sup>th</sup> to expand Wi-Fi coverage to all areas within the living units. Once that is complete, Securus will then determine the appropriate time to make everything go live. I do not have an anticipated date to go live, but the plan to expand coverage is moving forward.

**Phones are not working. We put in work orders and nothing happens.**

Marc Thomas, Security Specialist: Staff generated work orders will not get the phones worked on. The phone company requires you to call them at 360-555-1212 and give them a detailed report on which phone is broken and what exactly is not working. Without these phone calls made, they will not send a technician to the facility. In the month of October only the Ozette unit has attempted to call the repair line and that consisted of only two individuals. Most of those calls reviewed also did not follow the instructions of making one report per phone. When we switch to Securus you will need to follow their process for reporting issues.

It should also be noted that the length of the phone cord was determined between HQ and the company and cannot be changed. The majority of the phone issues are caused by mistreatment and pulling on the cords which inevitably begins to break the wires and cause issues.

We are scheduled for phones to cut over next Wednesday, they will be here this week and next to prepare. CS Thomas will distribute information on how to dial, etc. Things will function much different than they currently do. We haven't heard of many issues with WCCW rollout. Will be going to a new Securus kiosk and phones will be switched out as well.

Tablets are tentatively scheduled to go live 1/17. Your media will be transferred over, but you will have to reupload everything onto the new tablet. There is a priority list for what can be downloaded when so the system is not overloaded. Money will be transferred over via a check issued to the incarcerated individual around 12/7. I/I will be able to put money on their own books. Handouts will be posted in the units explaining how family can put money on the phone.

We won't know until tablets start arriving if visits will be possible on the tablets.

Each facility will be assigned a Jpay support person.

Video visit updates coming on 1/26 – unknown if they will need to update software for video visits.

**Requesting NHL Channel to replace POP Channel.**

Elect a committee in each unit to look at TV schedule and channels.

Suggestions will then be compared between units to make a fair and equitable decision. It's been 2-3 years since there has been a change, we will be turning it back over to the unit CUS to create committees to brainstorm. They will then meet together to decide on one list.

**Status of ping-pong tables to units**

There isn't enough room in the recreation budget for unit ping pong tables. We are checking with the business office to see if there are alternative places it may fit in the budget.

**Dirty clothes hanging on the outside of locker**

Theresa Anderson, CUS: Dirty clothes should be placed in laundry, outside hook is for wet coat only.

**Trash Cans for each room**

No, fire and bug/animal hazard, complicates searches. Goes back to ACA days, required metal bins. We are wood, not brick and mortar, so we have to consider fire danger.

**Quiet on the tiers not being enforced**

We will increase tier checks.

**Request for more shelves in unit lockers**

No. The setup of lockers was agreed on years ago and we will not be changing it at this time. We will look for photo that was done up for lockers, all should be the same. We will find out what the standard was and I will task maintenance to go through and make sure they are all the same.

**Shower stall installation update**

Greg Banner, Plant Manager: Once the Ozette unit is complete we'll continue to the Hoh unit.

**Shower dividers**

No changes required, meets privacy concerns.

### **Proper PPE for cleaning shower mold**

Greg Banner, Plant Manager: The information that is shown in the pdf is not a requirement but a recommendation. It should also be noted that what is being called mold is usually just scum. And if proper cleaning techniques are employed this would not be an issue. Should be cleaned on daily basis.

### **Relocation of electrical outlets (higher, on the outside wall between bunks/below windows.)**

Greg Banner, Plant Manager: We will look at the outlets, but I believe simply moving of the bunks will solve this problem. To relocate the outlets would be an extreme undertaking. Bunks can be pulled away from the wall.

### **Replacement of benches outside Hoh unit (wood is rotted)**

Greg Banner, Plant Manager: Work order has been submitted. (SR048072)

### **Not enough water pressure to wash dishes (water not hot enough to sanitize)**

We will discuss the possibility of a dish sink with Plant Manager Banner. Otherwise, water pressure issues can be addressed by creating a work order in AssetPlanner.

Sink in kitchen area only has cold water or hotshot and is just used as runoff.

## **I/I BANKING**

### **Can individuals receive pay stubs once a month?**

The current system does not support automated pay stubs. You can ask a supervisor or send a kiosk message to I/I Banking to request information. We will follow up with other facilities to see what their process is. CS Thomas will make the spreadsheet print out individual paystubs, CPM will talk with DNR about DNR paystubs.

### **Can the indigent level go up from \$25.00 to \$35.00 due to the inflation costs of store?**

Jamie Kerschner, CPM: The definition of indigent is dictated by RCW 72.09.015 and cannot be changed at the facility level: "Indigent inmate," "indigent," and "indigency" mean an inmate who has less than a \$25 balance of disposable income in his or her institutional account on the day a request is made to utilize funds and during the 30 days previous to the request.

### **Increase in Class III positions pay**

Jamie Kerschner, CPM: Compensation is defined in policy 700.100.

I. Compensation

- A. Workers will only be compensated for hours worked **as follows:**  
Compensation must be supported within facility budgeted funds and will not exceed \$55 per month.

Current OCC scale is \$0.30/hour in months 1-6 and \$0.42/hours for 6+ months, neither to exceed \$55/month.

OCC is the only place that starts out with .30 for first 6. With the change in years- a lot of those people have been in other institutions have already been at the max level, then come back here and are reverted back to .30. Superintendent will meet with leadership group and look into this. Sometimes it is hard to track what happened at other facilities.

## **FOOD SERVICE**

### **Vegetables with DNR lunch**

Yes, as available- already done.

Robert Warner, Food Services Manager: We can add veggies to the lunch like we have in the past, however often the veggies were fed to the animals instead of being eaten.

### **Request for better quality of unprocessed food**

Robert Warner, Food Services Manager: The processed food quality is decided by the food service administrators and menus are set by the state dietician/nutritionist and all go through headquarters for approval, that decision is not at the institution level. They have begun purchasing lunch boats from a new vendor. They will have to rotate through but it will be coming soon.

### **Request for updated nutritional guide**

Robert Warner, Food Services Manager: the nutritional guide and menus were updated in late October in both units.

### **Should DNR workers have more nutritional substance than in-unit workers?**

Robert Warner, Food Services Manager: DNR is provided extra nutritional substance with the trail mix and protein cookies/muffins.

### **Ability to bring fruit and/or a (wrapped) pastry back to the unit from mainline.**

We are going to allow one piece of fruit or a wrapped pastry to be brought back to the unit. This will be conditional, directly related to pruno discoveries and cleanliness. Also, the fruit or pastry must be consumed by 1600 or it becomes contraband. This will be put into effect tomorrow.

### **Can we post the order for Mainline**

Ginger Price, Captain: Yes, Hoh Unit eats breakfast first (7 days a week). Ozette eats lunch and dinner first. Mainline rotation is not changing. Post in units.

## **PROGRAMS**

### **Mexican/Hispanic events or cultural group organization**

Jamie Kerschner, CPM: We are supportive of this, interested individuals will need to work with the chaplain to initiate. We have received a copy of CBCC's Nuestro Grupo Cultural De Mexico y Centro America constitution and bylaws and will be sharing it with Chaplain Marshall.

### **Possibility of more educational programs such as CTAP starting up again? Or more education programming other than GED or HS21+?**

Jamie Kerschner, CPM: Sandra Kint noted that PC is looking for an instructor for a Construction Trades course. We are not against more programming but obtaining the instructor has been the challenge. Laptops should be arriving soon to support online courses.

Reinstitution/getting volunteers for Dog program- we haven't opened it up because we are already having a difficult time filling the jobs we have now. Also don't have any fulltime people with experience training dogs. It is something we will consider in the future.

## **OTHER**

### **Hats on in recreation and Jpay photos**

Ginger Price, Captain: No to hats on in recreation for general purposes. Not sure if this is asking to wear the hat for just a photo or not. Wearing hats for a JPay photo would contradict the 'no hats on in the living unit' rule which I am strongly against removing. It makes them hard to identify on them cameras in the living units especially when masking is required as their face is almost all covered. It also helps cover up injuries so they can go undetected.

### **Can we have clothes washed on PSM days?**

Ginger Price, Captain: Exceptions are made on a case-by-case basis when PSM's are held on a Monday, Friday or following a holiday that was attached to a weekend however policy requires us to restrict movement in all areas during Place Safety Musters. Each individual is issued enough clothing to go a day without laundry when it occurs mid-week. Attached is what they are issued. We can talk to Mr. Vessey about scheduling for DNR workers.

### **Any chance of a "Coke Shack" with resale of Costco items? Ice cream?**

Jamie Kerschner, CPM: The superintendent and CPM are in agreement- OCC is not looking to go outside of incentive-based items/programs at this time.

**More variety of fundraisers: Whole chicken or chicken on the bone, pies or pizza?**

Fundraisers are always supported. A staff sponsor needs to be obtained who has the time to conduct the fundraiser. We are trying to do them every other month, but there are certain logistical limitations to certain types of food that have to be considered. Thriftymart is understaffed and has a high volume of activity. They are not interested in doing fundraisers right now because they are unable to do big orders. Nowhere else to get chicken on the bone in town. Hygiene fundraiser cannot compete with commissary. We are also limited on what we can order due to supply chain issues. We have money in the violence reduction fund and can do BINGO with hygiene items.

**BOEs should be given to I/I**

Yes, this is directed by policy.

Jamie Kerschner, CPM: A reminder was sent out to staff on 10/25/2022 regarding 300.310, advising staff to provide copies of BOEs to the I/I within 48 hours of being entered.

**Additional Questions**

Possible to get blankets exchanged when turned in?

Superintendent Speer: We will look into this.

Healthier options for vegans/vegetarians in vending machines in visit room?

Captain Price: We are at the mercy of the vending company.



## OCC Local Family Council Meeting Schedule 2023

### Meeting Dates

February 11<sup>th</sup>

April 8<sup>th</sup>

June 10<sup>th</sup>

August 12<sup>th</sup>

October 14<sup>th</sup>

December 9<sup>th</sup>

### Location and Time:

Olympic Corrections Center  
Admin Conference Room 2:45 p.m. – 3:45 p.m.

In person meetings are on Saturday after visitation.



## Statewide Family Council Meeting Schedule 2023

### Meeting Dates

January 21, 2023

March 18, 2023

May 20, 2023

July 15, 2023

September 16, 2023

November 18, 2023

### Location and Time:

Department of Correction Headquarters  
**via Microsoft Teams, 10:00 a.m. – 3:00 p.m.**

7345 Linderson Way SE  
Tumwater, WA 98501



# 2023 OLYMPIC CORRECTIONS CENTER CALENDAR

## STATE OBSERVED HOLIDAYS FOR VISITS

## LOCAL FAMILY COUNCIL MEETINGS

## FAMILY FRIENDLY EVENTS

January	February	March	April
<ul style="list-style-type: none"> <li><b>Monday, 16<sup>th</sup></b> <b>Martin Luther King Day</b></li> </ul>	<p><b>Monday, 20<sup>th</sup> Presidents Day</b> Friday, 10<sup>th</sup> Valentines Family Friendly Event</p> <p>Saturday, 11th Local Family Council at 2:45 pm in Admin Conference Room after visits.</p>		<p>Saturday, 8<sup>th</sup> Local Family Council at 2:45pm in Admin Conference Room after visits</p> <p>Saturday, 8<sup>th</sup> Enhanced visits Springtime celebration</p>
May	June	July	August
<p><b>Monday, Memorial Day 29<sup>th</sup></b> Friday, 12<sup>th</sup> Significant Person Family Friendly Event</p>	<p><b>Monday, 19<sup>th</sup> Juneteenth</b> Father's Day Fishing weekend Family Friendly Event <b>pending</b></p> <p>Saturday, 10<sup>th</sup> Local Family Council at 2:45pm in Admin Conference Room after visits</p>	<p><b>Tuesday, 4<sup>th</sup> of July</b></p>	<p>Friday, August 18<sup>th</sup> Back to School BBQ playday <b>pending</b></p>

- State observed holidays are in **red** and are approved visiting days.
- All scheduled meetings, events and visits are subject to change following the Safe Start Correction