



FAMILY COUNCIL MEETING MINUTES

Location: Olympic Corrections Center

Date: 8/10/23

Time: 1pm

Teleconference details: Microsoft Teams Meeting

MEETING ATTENDEES

Superintendent Scott Speer
Department/facility co-chair

Schyler Robinson
Family co-chair

CPPC Elena Friesz
Facility/council secretary

N/A
Family secretary, if applicable

Members present: Kimberly Sutton and Jennifer Schaibly

Non-council member attendees: OCC Staff -Victor Marshall Jamie Kerschner and Jaime Henry

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Privacy screens for video visits	Our loved ones were told that not having the privacy screens is a state-wide thing; Headquarters states this is not true. I have spoken to others who have loved ones in other facilities, such as WSP and SCCC, who say they still have screens. Visitors have been told there is a blurring option, but Securus customer support states that this feature is unavailable on the visitor's side.	<i>The privacy screens are being fabricated up in our maintenance department.</i>
Food for DNR and the facility overall	There have been reports of food being bad such as rotten meat or food is already open when the guys on DNR have lunch. Is this something that can be looked in to?	<i>A process has been put in place for the DNR and CSC workers to check their lunch before they leave the facility.</i>
Heat Mitigation effort for DNR	With the warmer weather already here, what options are being made available to DNR as they are outside of the facility most of the day? Will they have access to ice and cold water?	<i>Vats of cold water are available for hydration. The work crew cabs are air conditioned. Frequent breaks are given. There is a plan to have an ice machine relocated to the DNR side.</i>
Windows in the units	Allow incarcerated to hang bed sheets across the windows during the summer months to block the sunlight, at least during set hours each day?	<i>Due to fire code sheets are not a allowable item to cover windows. Plant manager is looking at a material that would decrease the sunshine from coming in.</i>
Photo Backdrop in visiting room	Consideration for installing a permanent backdrop for photos in the visit room?	<i>We were able to purchase two back drops. Waiting for confirmation from procurement and planning for more.</i>

		<i>UPDATE-Materials have arrived. Workorder submitted to maintenance for installation</i>
Farmers Market orders	Clallam Bay, incarcerated can order items from the local farmers market, is this possible to implement at OCC, possibly biweekly or monthly, so that incarcerated can prepare their own vegetables in the unit as they want? I understand the cucumber and tomato salads served in the cafeteria have a heavy vinegar base and the broccoli salad I am told has a heavy cream dressing base.	<i>Checking CBCC they no longer do the farmers market due to the storage, workload, and staffing. The previous process wasn't available. OCC has the same deficiencies. As for the salads made in the kitchen, they are following the recipe given by the state dietary guidelines.</i>
Air-condition in EFV Units	Can AC be installed in the EFV's?	<i>In the future (after July) it is planned to install air conditioning in both EFV Units.</i>
Vegetarian options in cafeteria	May the vegetarian incarcerated have access to the same fresh vegetables as the rest of the population? As I understand it, they receive a handful of salad with dinner a few times a week, but they do not receive any other vegetable sides, such as the vinegar and cream dressing-based salads mentioned above, as the rest of the population. The only other vegetables they receive are in their tv dinner style tray.	<i>The State dietitian informed us to stay with the menu as it meets the caloric and nutritional needs.</i>

New business

Topic	Discussion/Key points	Next steps
Attending Religious Events	Is it possible to attend two celebrations in a years' time? For example, to have permission to attend the Christmas event as well as the Pow Wow.	<i>Incarcerated individuals and family members are only permitted to attend one religious event per year per policy.</i>
Music/Choir	May it be arranged/approved for special music/choir or small team of musicians to perform. What is the process to make this happen?	<i>Many of the "Independent Bible Church" of Port Angeles members may be personally acquainted with incarcerated individuals, there would have to be a special permission for this to take place. If approved, then a onetime program could take place. There are plans to bring Deep Heart and Concerts for Hope.</i>
Sermon CD's	If a church would like to send a weekly sermon via CD for the incarcerated to watch, what is the	<i>DOC may receive donated DVDs for I/I to watch. Process would be</i>

	process? Currently a weekly sermon is sent to CBCC.	<i>using DOC form 21-966, Donation Approval Request. Must be approved before donating.</i>
Distribute new bibles to the OCC population.	The Gideons would like to distribute new bibles to OCC. They have been unsuccessful at reaching the right person to ask / what is the process?	<i>Chaplain Marshall is coordinating a visit for the Gideons</i>
Elected Co-Chair LFC Statewide LFC Represented	Schyler Robison is OCC LFC Co-Chair Jennifer Schaibly is OCC LFC representative at the statewide meetings	<i>Per policy 530.155 in September through an email before October 14th meeting, we will have nominations to elect or reelect local family Co-Chair, Co-Secretary and Facility SFC Representative</i>
Community Compensation Program	http://idoc/agency/community/docs/community-compensation-program-other-statutory-duties-cco4.pdf#search=%22compensation%22	<i>OCC currently has not received anything documentation from newly elected on attended meetings (vender number, application)</i>

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Meeting Format	<ul style="list-style-type: none"> • How local family council Co-chair engages local members to prepare? • Who sends the family agenda requests to Elena to be added to the minutes? • All agenda items must be submitted to the Family Secretary/Cochair to the Facility Secretary at least two weeks prior to the next scheduled meeting (for prep time). • Meeting format will be- <ul style="list-style-type: none"> ○ Self-review of old business ○ New business ○ Statewide updates ○ Round table open discussion 	<i>Local Family Council members send concerns and questions for the meeting agenda to Schyler Robison</i> schyler.m.robinson@gmail.com <i>All questions and concerns will be gathered to be sent to Facility Secretary, Elena Friesz two weeks prior (September 30th) to scheduled meeting to prepare the agenda.</i>
Upcoming Family Friendly Events	Back to School BBQ Family Friendly Friday, August 18 th 1000-1500 Enhanced Visits, Saturday, October 14 th	<i>Outdoor games, food & children receive school backpack.</i> <i>Falls crafts, games & food. Pumpkins to decorate for those at visiting.</i>
Upcoming Religious/Cultural Events	Buddhism 8/16 Asian Pacific Islander 8/20 Christian Motorcycle Ministries 8/26 Mexican/Central American 9/16	

	Native American Pow Wow 9/17	
OCC LFC Tour	Tour the OCC Woodshop after October 14 th after local family council meeting.	
Representative Election	October 14 th meeting	<i>Local Family Council members will be prepared to report out who will be the elected representatives for OCC Co-Chair, OCC Co-Secretary and Statewide OCC representative. This will put the council inline with the policy 530.155 to complete elections in October for 2024.</i>

Next meeting location: Local Family Council in person meeting in the Lower Admin Conference Room and on Microsoft TEAMS Date: Saturday, October 14th
Time: 2:45 after visits

Comments: _____

The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 16-01, RCW 42.56, and RCW 40.14.

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