



FAMILY COUNCIL MEETING MINUTES

Location: Olympic Corrections Center TEAMS Date: 6/8/24 Time: 2:30

Teleconference details: In person in the Admin. Conference Room and Microsoft Teams

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Meeting ID: 279 163 366 509 Passcode: GaSkQo Dial in by phone

+1 253-372-2181,,755747041# United States, Tacoma Find a local number

Phone conference ID: 755 747 041# For organizers: Meeting options | Reset dial-in PIN

MEETING ATTENDEES

Captain Ginger Price Department/facility co-chair Schyler Robinson Family co-chair

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

Members present: Audrey Gaedtke

Non-council member attendees: Paloma Valero

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Classification Counselors	The definition and what does this position intel.	<i>Classification Counselor is a Case Manager. Our primary job is to ensure that the right individual is getting the right program at the right time, by addressing high needs and risk factors that individuals may or may not recognize. Come out with long term goals and objectives to work towards those goals to ensure a successful Reentry into the community.</i>
Video visit blur	The 'blur' was added to the incarcerated individuals' side of the video visit for privacy after they removed the blinders. Now that the blinders are back up, is there a way to remove that blur to see our loved ones more clearly?	<i>This was discussed with our Securus manager, and he said the "blur effect" is a requirement and utilized at all facilities for privacy and security.</i>
Transportation and expense reimbursement for travel	How does a person go about sending in a gas receipt and how does one get a response regarding the reimbursement? Co-Chair has	<i>On page 18 of the Family Support & Navigation guide. Visiting Help & Support Washington State Department of Corrections Attached are the program</i>

	provided the information that is on the DOC website to the LFC.	guidelines. It suggests if you have any questions, please email docHQLAP@doc.wa.gov Hard copies of the navigation guide are always in the check-in foyer in the visit room. Second two attachments. Schyler will email Elena regarding this.
Reentry resources for families	Families are starting to prepare for their loved ones to come home and are looking for reentry resources. Is there someone directly at the facility that they can speak with, and get some direction from?	There are no resources directly linked to the families at this time. Housing vouchers start with case manager. Then the right people can be reached out to.
Input for upcoming Family Friendly Events	What would families and friends like to see at events? Any ideas for events?	Nothing has been submitted.

New business

Topic	Discussion/Key points	Next steps
Food Quality	Ongoing issue with the food quality, including stale bread and rotten vegetables	<i>The Food Quality issues need to be reported to the unit food committee members so it can be looked at as individual items and concerns. Bread issues with our vender, has had a customer concern turned in and the vender is working on the issues.</i>
DNR Lunches	Is it possible to have the kitchen workers make DNRs sandwiches the night before or even the morning of? They are still experiencing food being not edible and by the time it's discovered, nothing can be done.	<i>There is a process in place for quality control of the CSC/DNR box lunches, that the lunch should be checked before leaving the facility so discrepancies can be resolved before the crews leave the facility. Due to time and staffing workloads, we use our vender CI to produce our outside crew box lunches. And by purchasing CI box lunches, it helps keep us in line with our daily nutritional needs of our incarcerated population. There are some changes coming to the menu and the CI box lunches coming in the near</i>

		<i>future. Information on the changes have been posted in the living units.</i>
Visitors	Is there a process for visitors who have been dropped off for a visit and are waiting on their ride? With the lack of cell service, what can a visitor do if their ride isn't present, and the visiting room is closed?	<i>Visit room hours are posted and the visitor needs to make sure that the ride arrives at the designated time, there is not a holding area for visitors or a place they can hang out until the ride shows up. We will always help in the event of an emergency, but the visitors need to be responsible for their transportation.</i>

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Father's Day Event	Friday, June 14 th is a child focus event with fishing and BBQ	14 incarcerated individuals and their families are scheduled to attend the event.

Next meeting location: Microsoft TEAMS Thursday, _____ Date: 8/8/24 Time: 1 pm

Comments:

*A tour within a designated area was postponed due to no interest. October is the next scheduled tour.

*Audrey Gaedtke LBM for CBCC went over OCC April IIBF budget. A copy will be attached to the minutes. Audrey is covering OCC business office during the vacancy.

*Router in the Hoh Unit:Call continue to drop from bunk. Incarcerated need to be in a common area to have a strong signal.

*Additional agenda items that were received past the agreed deadline of May 29th will be addressed at the August 8th meeting due to time constraints. Superintendent Speer and his administration need the opportunity for the time to gather information to give a thoughtful response and solutions.

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

Olympic Corrections Center

Incarcerated Individual Betterment Fund (IIBF)

FY24 Budget to Actual Report from July 2023 - April 2024 FM10

Account Code	Budget Category	Proposed Name - Programs/Events	Total Budget	Expenditures	Fee Recovery	Remaining Budget	Brief Description of Expenditures to Date
89130	F107	Visits Photo Program	1,200.00	(1,068.02)	-	131.98	Photo paper/ ink, paper, backdrop supplies
89130	FF01	Family Friendly - Back To School Event	1,622.06	(1,622.06)	-	-	School supplies and backpacks, event food
89130	FF13	Family Friendly - Arts and Crafts Program	377.20	(377.20)	-	-	Crafting supplies
89130	FF20	Family Friendly - Father's Day Event	825.00	-	-	825.00	
89130	FF40	Family Friendly - Lodging Assistance Program (LAP)	5,000.00	(1,342.06)	-	3,657.94	Lodging assistance processed by HQ
89130	FF61	Family Friendly - Spring Event	800.74	(607.39)	-	193.35	Crafting supplies
89130	FF69	Family Friendly - Winter Event	1,425.00	(1,469.42)	-	(44.42)	Winter crafting supplies, décor
89130	FF91	Family Friendly - Video Greeting	500.00	-	-	500.00	
89130	FF96	Family Friendly - Significant Person Day	600.00	(241.89)	-	358.11	Event refreshments and décor
89130	FF97	Family Friendly - Special Adult Day	600.00	(496.08)	-	103.92	Event refreshments and décor
89130	FPOP	Pop-Up Funding	1,817.00	(1,467.41)	-	349.59	Mother's day cards, photo backdrop
89110	CULT	IIBF Cultural	1,350.00	-	-	1,350.00	
89110	EFVC	Facility EFV	4,500.00	(1,133.60)	-	3,366.40	Dish detergent, sponges, bedding, coloring books
88125	NR08	Extended Family Visits Program (EFVs)	-	-	20.00	20.00	
88160	NR19	Recreation Program	1,060.00	-	985.35	2,045.35	
88170	NR21	TV Rental Program	-	-	220.87	220.87	
88180	NR27	Living Units	400.00	(28.33)	-	371.67	Ozette Unit rec supplies
88190	NR30	Visit Room	400.00	(294.02)	-	105.98	Utensils, food
89170	OP03	TV Programming Services	35,646.00	(30,336.95)	-	5,309.05	Monthly television services
89130	SP68	Wellness Equipment	9,488.00	(9,487.85)	-	0.15	Special recreation equipment
		Report Total	\$ 67,611.00	\$ (49,972.28)	\$ 1,226.22	\$ 18,864.94	