



FAMILY COUNCIL MEETING MINUTES

Location: Olympic Corrections Center on TEAMS Date: 12/5/2024 Time: 1pm

Teleconference details: Join the meeting now Meeting ID: 229 173 012 871 Passcode: Rbbf3T
Dial in by phone +1 253-372-2181,,931778125# United States, Kent Find a local number
Phone conference ID: 931 778 125# For organizers: Meeting options | Reset dial-in PIN

MEETING ATTENDEES

<u>Superintendent Jamie Kerschner</u>	<u>Schyler Robinson</u>
Department/facility co-chair	Family co-chair
<u>Elena Friesz</u>	<u>N/A</u>
Facility/council secretary	Family secretary, if applicable

Members present: Kimberly Heinemann and Jennifer Russo

Non-council member attendees: Captain Ginger Price, CPM Barb Bannan and Ian McGregor

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Internet Connection	There have been ongoing issues with the internet connectivity. Many individuals have experienced days with no connection, leading to missed birthdays and canceled video visits. This can be quite discouraging, especially when preparations are made for a visit that ultimately fails because of connectivity problems. The administration has a strong connection during Zoom meetings, and family members often have a good signal on their cell phones while at the facility. It raises the question of why our incarcerated loved ones can't enjoy a reliable connection for their video visits?	<i>I share your frustrations as we have experienced the same unreliability. When there are reported outages with Securus connections, notifications are made to the service providers. Both Securus and CenturyLink have a vested interest to quickly resolve the issues based on lost revenue and reputation.</i>
Vending Machines	There are concerns about the vending machines, particularly those offering cold foods like hamburgers and sandwiches. Frequent power outages result in spoiled food, leaving little in terms of nutritional options. It seems that one vending machine is consistently out of	<i>We do have a process to monitor the temps in the refrigerated units as well as resetting them when there are power outages; unfortunately, the temps maybe within the acceptable range when the staff check on them so the units may not re-set. Our Plant Manager is purchasing a 20-</i>

	order, further contributing to this issue.	<i>amp back-up system in hope to resolve the electrical issues causing the machines to fail.</i>
Elections	Schyler Robinson has offered to continue being OCC Family Co-Chair. OCC needs representation at Statewide Family Council Meetings and any interest in Family Secretary.	<i>Ms. Robison will continue to be OCC Family Co-Chair. Paloma Valero accepted the Statewide Family Council Representative for OCC. Elena will reach out to Charissa Reno, SFC DOC Co-Secretary to get Ms. Valero on the calendar invite to attend SFC.</i>
Religious Items	No longer allowing people to mail out beadwork/religious beaded items. Since it's not stated in the policy that it is against the rules, it's causing some confusion and conflict in the Native American community.	<p><i>There has been some confusion on sending out beading work or hobby craft-type work.</i></p> <p><i>The CPM reached out to HQ Religious Program Manager who agrees with the direction noted below.</i></p> <p><i>Hobby craft items-Must have an approved hobby craft permit and materials are to be purchased from your personal account, through the recreation department who will track the purchase, and will be mailed out through recreation department upon completion.</i></p> <p><i>Religious craft items-These are for gifts at the Pow Wow (upon completion to be stored in the chapel), or to be put on your personal religious property (Must meet policy allowed items and be approved through the Religious Coordinator prior to making. The item(s) will be placed on property matrix at the conclusion of completing item).</i></p> <p><i>Religious hobby craft type items will not be sent out in the mail from this point on.</i></p> <p>The CPM will make consideration around pow wow</p>

		<i>to send gifts out to those sponsors/family who were unable to attend (and of course that I/I will have to be a participant of the native American religious activities. We are not sending out bead work year-round, the bead program is for them to make pow wow gifts and/or items for their own use.</i>
Mobile Dental Unit	Follow up	<i>Our local infrastructure to support the mobile dental clinic is complete. The Department is working through labor contracts to staff the mobile dental clinic.</i>
Today's tour	No interest	<i>We are excited to show some of the items that was purchased with the IIBF's and will provide a virtual tour of our Recreation Department at our next LFCM on Dec 5th.</i>
Community Compensation Program	May the co-chairs have that information.	<i>Information sent to Schyler Robison and Paloma Valero.</i>

New business

Topic	Discussion/Key points	Next steps
Mobile Dental Update	What is the latest on the mobile dental service? We're all eager to get more information	<i>The infrastructure requirements are met, and we are waiting to hear further from the Headquarter level on implementation. Tentative date is still a way out still in the hiring process.</i>
Incarcerated Dental Care	What dental care is being provided in the meantime for the incarcerated with dental issues that have been pending for months and can't/shouldn't wait because of pain?	<i>There is an emergent/urgent dental care at a camp that doesn't have a dentist on site. -If they are having pain- *They need to notify medical staff that they are having pain via health services kite *If they had pain then were treated, and now are having pain again then we need to know about it. They need to submit a medical kite notifying us of this return of pain.</i>

		<p><i>-Once we receive the kites that have dental complaints on them, we send an email to CBCC/SCCC/WCC dentists requesting an appointment for the individual or for their recommendations for follow up care.</i></p> <p><i>-Once we receive a response from one of the dentists we answer the dental kites that have been submitted by the individual notifying them of whether they have a scheduled appointment-the facilities have to fit us into their schedules (which might be weeks out, it's just whenever they can fit us into their busy schedule and not impede the care they are providing for the individuals at their facilities) or what the recommendations of the dentist is.</i></p> <p><i>-Sometimes they will tell us that the individual needs to be transferred to another facility for dental care, that is relayed to the individual.</i></p> <p><i>*Quite often after we notify the individual that they need to be transferred to get dental care they reply to us telling us that they don't want a transfer for dental care.</i></p> <p><i>*If they do this then we obtain a "Declining Medical, Dental, Mental Health and/or Surgical Treatment" form that can only be completed by the provider as the patient needs to have a complete picture of what harm their declination may cause for them. And then they can ask whatever questions they may have.</i></p>
Family Friendly Events	Why did they cancel the December family event?	<i>Staffing schedule. Instead, the men were offered to sign up to</i>

		<p>send a Christmas gift to a child(ren) that are on their approved visit list. Also were offered to sign up to attend a craft class to ship a gift to their approved visitor(s). The next family friendly event is scheduled for February 7th for the Hoh Unit and 14th for the Ozette Unit. Draft 2025 event calendar has been submitted for approval.</p>
Event Calendar for 2025	When will they publish the event calendar for next year?	<p>There is a draft Family Friendly, Family Council, Religious and Cultural event calendar. Currently the department of corrections is working on a cultural policy which will dictate how cultural events will occur. We may have to submit the calendar and update once the policy is completed. Attached is OCC LFC meeting dates that will be posted on Family Council Washington State Department of Corrections and in the visit room</p>
Games & Activities	Can games and activities be purchased for events be made available for use at future family events or, ideally, on regular visiting days?	<p>There are a bunch of games, books, movies and toys provided. Activities/crafting typically take some form of instruction as well as additional items we do not supply in the visit room and should be reserved for special event.</p>
Fall Affair Adult Focus Family Friendly Event on October 25th	During the October Friday event, the vending machines were off-limits (which I understand, given the circumstances). If vending machines will be off-limits in the future, could a portion of the event budget be set aside for popular snacks (chips, candy, soda) for both inmates and attendees?	<p>We have had complaints that the vending machines are fairly empty for regular visits after events on Fridays. We supply food at events. The portion of the vending machine that offers soft drinks are available. On event days always have an endless juice fizzy slushy dispenser, ice water and coffee with a variety of creamers, sugar & sweetener are available. There was a bowl of wrapped candy for the taking. Consideration to</p>

		<p><i>offer substantial amount with more of a nutritional food choice and a variety of what the population does not usually receive. Due to the distance people travel to attend these events it is important to offer food that will be sustainable. Also, the department has a statewide family friendly menu to follow for the meal at events, attachment.</i></p>
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Roundtable open discussion

Topic	Discussion/Key points	Next steps
Statewide Family Council	Paloma Valero were you able to attend November 16 th meeting?	<i>Paloma was absent for today's LFC meeting. As of December 16th SFC minutes had not been posted on site</i>
Virtual Recreation Equipment Tour	PowerPoint	<i>Attached for viewing</i>
OCC IIBF	October month end budget.	<i>Attached for viewing</i>
Accommodations for mental health support.	Does OCC have mental health professional?	<i>Yes, OCC has a Mental Health provider. Individuals can send a medical note requesting to be seen.</i>
Online college courses	California Coast College	<p><i>Information provided by Family Co-Chair, Scyler Robinson</i></p> <p>School Type: <i>This is a for-profit school, so they don't accept FAFSA or the GI Bill. Most guys at OCC opt for a payment plan, typically \$150/month with a \$500 deposit to start, though there are other plans available with higher down payments, lower monthly payments, and an option to pay in full. They will need to go through the education department to arrange for proctors, as final exams require proctoring.</i></p> <p>Book Rentals: <i>They have a book rental library, which I recommend using. There's a \$50 deposit for each book, and each rental is \$35.</i></p> <p>Course Load: <i>Because of their circumstances, guys at OCC are allowed to take up to four classes at once.</i></p>

Peninsula College	Education Navigator	<i>Riley Hession has been recently hired by Peninsula College. Currently in training but will be getting familiar with her position to start reaching out to the population.</i>
Securus Services	Trouble shooting for electronic media services for individuals and their family and friends.	<i>Information provided by Family Co-Chair, Scyler Robinson</i> Securus Communication: <i>I've found that Securus is much more responsive when I reach out via Facebook. I typically hear back within a couple of hours. When I message them, I include my name, email, phone number, and a brief description of the issue. This approach seems to work well.</i> Securus Refunds: <i>I was directed to a refund form for video credits, and I've successfully received credits this way for paid visits. However, I've learned that Securus will not issue credits for visits scheduled with the vouchers our loved ones receive each month, which has been a bit frustrating. You can find the refund form here: Securus Video Connect Credit Request Form.</i>

Next meeting location: Microsoft TEAMS Thursday Date: 2/6/25 Time: 1pm

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

Olympic Corrections Center

Incarcerated Individual Betterment Fund (IIBF)

FY25 Quarterly Budget to Actual Report from July 2024 - October 2024 FM16



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	2,200.00	380.76		1,819.24	Ink and paper for photo printer
89130	¹ FF01	Family Friendly - Back To School Event	1,598.39	1,598.39		-	School supplies and backpacks, event food
89130	FF13	Family Friendly - Arts and Crafts Program	638.61	941.79		(303.18)	October event supplies
89130	FF20	Family Friendly - Father's Day Event	825.00			825.00	
89130	FF40	Family Friendly - Lodging Assistance Program (LAP)	5,000.00	1,415.55		3,584.45	Lodging assistance processed by HQ
89130	FF61	Family Friendly - Spring Event	563.00			563.00	
89130	FF69	Family Friendly - Winter Event	1,425.00			1,425.00	
89130	FF91	Family Friendly - Video Greeting	500.00	134.96		365.04	Video greeting postage and SD cards
89130	FF96	Family Friendly - Significant Person Day	600.00			600.00	
89130	FF97	Family Friendly - Special Adult Day	600.00			600.00	
89130	FPOP	Pop-Up Funding	733.35	334.39		398.96	Shipping for backpacks; Fall Afair decorations
89110	CULT	IIBF Cultural	1,250.00			1,250.00	
89110	EFVC	Facility EFV	4,500.00	447.50		4,052.50	Games and Replacement food coolers
88160	² NR19	Recreation Program	1,460.00		(1,435.00)	2,895.00	Recreation Fees recovery
88170	NR21	TV Rental Program	-		(4,148.68)	4,148.68	TV Rental Fees recovery
88180	NR27	Living Units	500.00			500.00	
88190	NR30	Visit Room	650.00	45.60		604.40	Disposable plates and supplies
89170	³ OP03	TV Programming Services	-		(379.55)	379.55	
89110	SMUS	Music Equipment	2,000.00	1,452.74		547.26	Drums, stool, and guitar equipment/supplies
89110	SCHI	IIBF Visit Room Special Project	45,130.45			45,130.45	
89110	SEFV	IIBF EFV Activities Special Project	481.34			481.34	
89110	SLIB	IIBF Library Special Project	4,923.00			4,923.00	
89110	SREC	IIBF Recreation Special Project	34,981.57			34,981.57	
89110	SVIS	IIBF Visit Room Special Project	2,844.38			2,844.38	
89110	SWAY	IIBF Washington Way Special Project	54,727.34			54,727.34	
89110	SWEL	IIBF Wellness Special Project	5,116.56			5,116.56	
		Report Total	\$ 173,247.99	\$ 6,751.68	\$ (5,963.23)	\$ 172,459.54	

- 1. FF = Family Friendly
- 2. NR = Non-restricted
- 3. OP = Restricted Programming

**Olympic Corrections Center
Incarcerated Individual Betterment Fund (IIBF)**

FY25 Budget Narratives

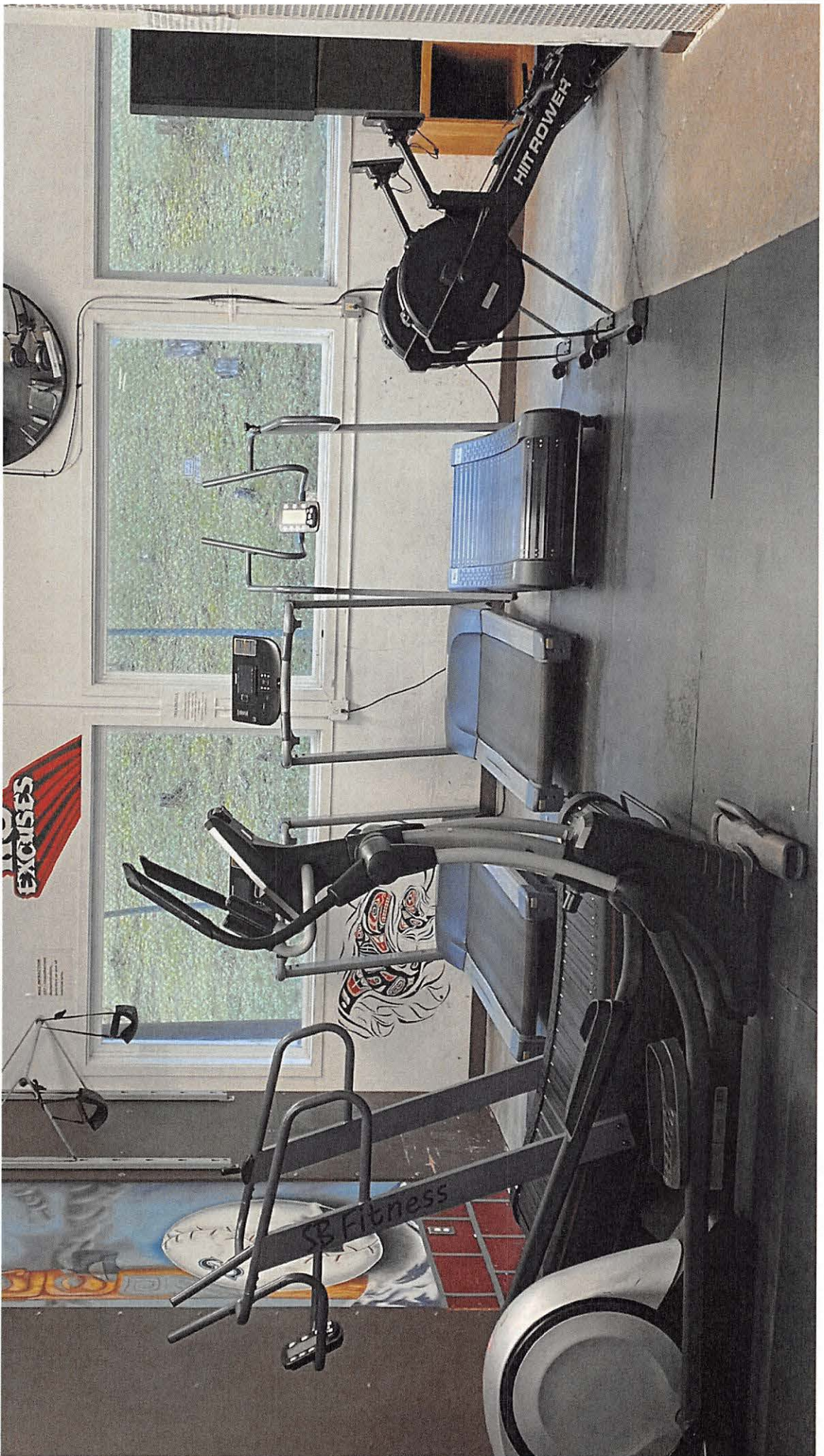
Account Code	Budget Category	Programs/Events	Proposed FY25 Budget	Brief Description of Program Objective <i>At the beginning of each fiscal year, please ask the assigned program manager to provide a brief description of the funded programs and how they will provide a positive impact on the lives of the incarcerated individuals.</i>
89130	F107	FAMILY FRIENDLY- IIBF FREE PHOTO	2,200.00	In order to enhance the experience of visitation between incarcerated individual and their families and loved ones, the Visit Room Photo Program was suggested. This funding will be used to purchase the equipment for printing and taking photos for during the events and visitation time.
89130	FF01	FAMILY FRIENDLY - BACK TO SCHOOL	1,598.39	Positive impact on intergenerational incarceration by keeping parents engaged with children's school activities. Support non-incarcerated individuals by helping with cost of school supplies. Provide a backpack for each school-age child and grade appropriate school supplies.
89130	FF13	FAMILY FRIENDLY - ARTS & CRAFTS PROGRAM	638.61	Items used to enhance visitation between incarcerated individuals and the family members that visit.
89130	FF20	FAMILY FRIENDLY - FATHER'S DAY EVENT	825.00	Items used to enhance visitation between incarcerated individuals and the family members that visit. Includes games, refreshments, and Father's Day related activities such as fishing.
89130	FF40	FAMILY FRIENDLY - LODGING ASSISTANCE	5,000.00	The Lodging Assistance Program is funded locally as there was recognition that many individuals are housed in facilities with an increased distance from their families. As visiting opens, some families need to travel long distances to participate in in-person visiting.
89130	FF61	FAMILY FRIENDLY - SPRING EVENT	563.00	Families participate in various family focused seasonal activities to include crafts, decorations, meals or refreshments: Spring celebrations may include movie and/or game events.
89130	FF69	FAMILY FRIENDLY - WINTER EVENT	1,425.00	Christmas crafts; bags; toys; wrapping supplies Families participate in various family focused seasonal activities to include crafts, decorations, meals or refreshments: Winter Traditional Holiday celebrations which may include winter movie or game events.
89130	FF91	FAMILY FRIENDLY - VIDEO GREETINGS	500.00	VI's record video greeting on DVD to send to Family Member. Up to 10 minutes in length; may read a book, poem, play music, sing, read a letter, etc. Known as Read to me Daddy at other facilities.
89130	FF96	FAMILY FRIENDLY - SIGNIFICANT PERSON DAY	600.00	Celebrate significant men and women and recognize Mother and Father's Day with Incarcerated Individuals, their children, and their parents or parent figure. Include a meal, crafts, and photo for visitors to take home and a photo for VI to keep for the memory of support from loved ones.
89130	FF97	FAMILY FRIENDLY - SPECIAL ADULT DAY	600.00	Used to enhance the visitation between incarcerated individuals and their family members.
89130	FPOP	POPOP ALLOTMENTS	733.35	Monies used to support activities in the visit room for various holidays and events. These funds can be requested by the CPPC throughout the year as needed.
89110	CULT	IIBF CULTURAL	1,250.00	To be used to fund cultural event enhancements
89110	EFVC	Facility EFV	4,500.00	EFV Consumable Supplies Annual Allocation - Used to improve the conditions of the EFV units.
88160	NR19	RECREATION EXPENDITURES/FEE RECOVERY (\$7 quarterly)	1,460.00	Soccerballs; volleyballs; recreation prizes; bumper plates; foam rollers; chalk; cornhole; flag football belts; footballs; rackets, nets, hoops, backboard, scale, board games, pickleball paddles
88170	NR21	TV RENTAL PROGRAM	0.00	Purchase TVs to be available for the TV rental program. The fees recovered, currently set at \$7 per month or \$15 per quarter, will be in addition to the initial allotment.
88180	NR27	UNIT ACTIVITY	500.00	Games and items to be used in the units
88190	NR30	VISITING ROOMS	650.00	Replace and update items used while family visits. This could include games, coloring books, crayons or game consoles.
89110	SMUS	MUSIC EQUIPMENT SPECIAL PROJECT	2,000.00	Replacement and new equipment including drum set and electric tuner as well as guitar strings.
89110	SCHI	IIBF VISIT ROOM SPECIAL PROJECT	45,130.45	Visit room enhancement toddler activity playsets, videogame systems, and concession equipment - for use with tweens and teens to bond with their parent. Requested by VI residents and family members.
89110	SEFV	IIBF EFV SPECIAL PROJECT	481.34	New additional activities for family visits. Requested by VI residents and family members.
89110	SLIB	IIBF LIBRARY SPECIAL PROJECT	4,923.00	Monies used to update the existing libraries in the living units with new reading material.
89110	SREC	IIBF RECREATION SPECIAL PROJECT	34,981.57	To be used by VI for playing sports games like soccer and basketball such as new backboards, pool tables, and balls. Includes replacement and new workout, therapy, and strength training equipment. Requested by VI residents.
89110	SVIS	IIBF VISIT ROOM SPECIAL PROJECT	2,844.38	New visit room equipment including a new Keurig and sandwich/salad prep table/refrigerator.
89110	SWAY	IIBF WASHINGTON WAY SPECIAL PROJECT	54,727.34	Replacement and new games for units and visits. New tables, tents, and equipment to hold more outdoor family activities while making use of more outdoor space. Additional seating for all outdoor areas for increased pro-social time. Requested by VI residents.
89110	SWEL	IIBF WELLNESS SPECIAL PROJECT	5,116.56	To be used for additional wellness equipment including supplies for pickleball court, additional basketball hoop, and deep tissue massage therapy equipment to aid in injury recovery. Requested by VI residents and families.
Report Total			173,247.89	

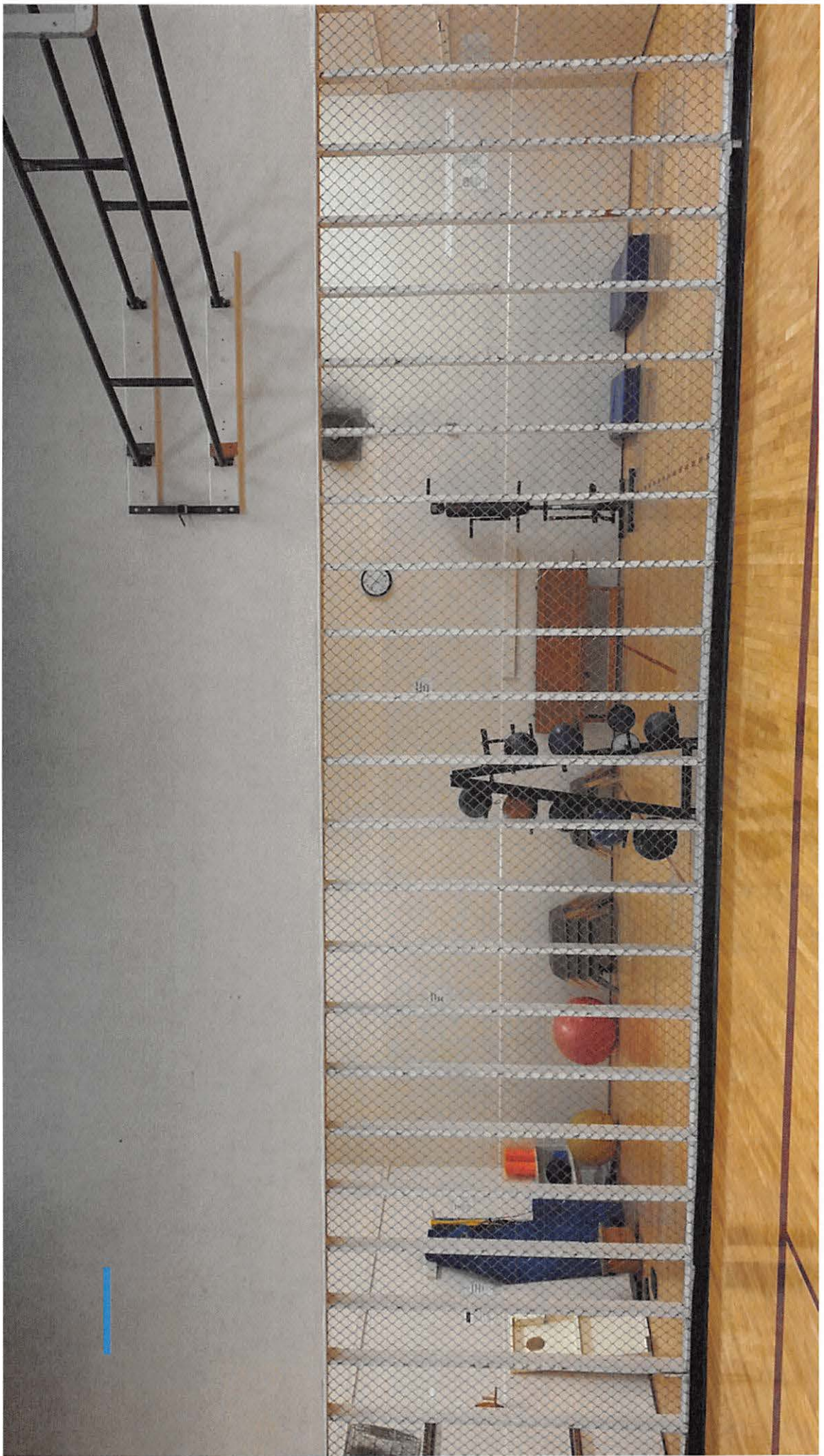
Olympic Corrections Center Recreation Equipment

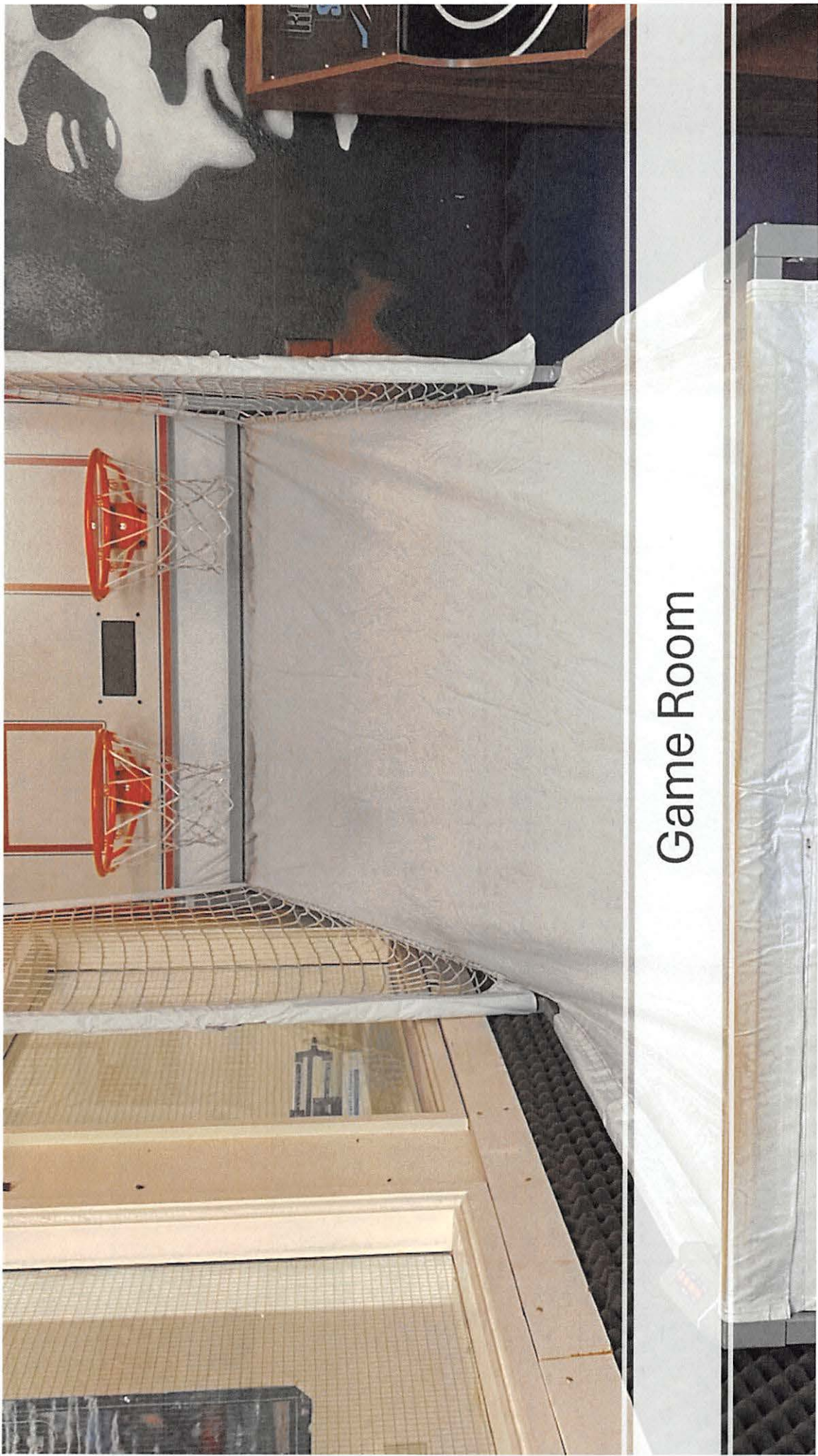
PRESENTATION TO LOCAL FAMILY COUNCIL



Cardio Room







Game Room



Skee Ball
Machine







**Waiting for the felt to be applied
then will be ready for use.**

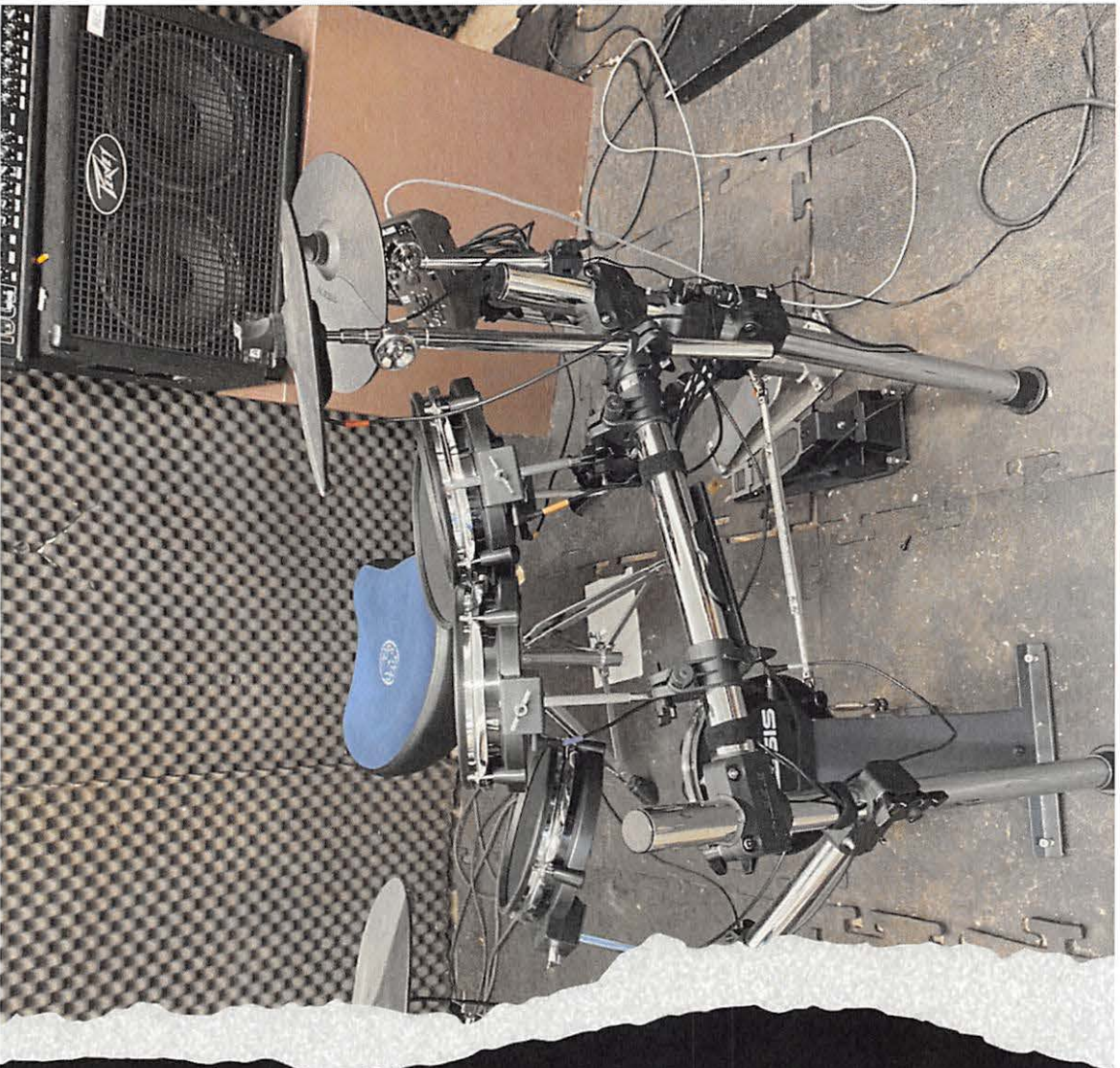
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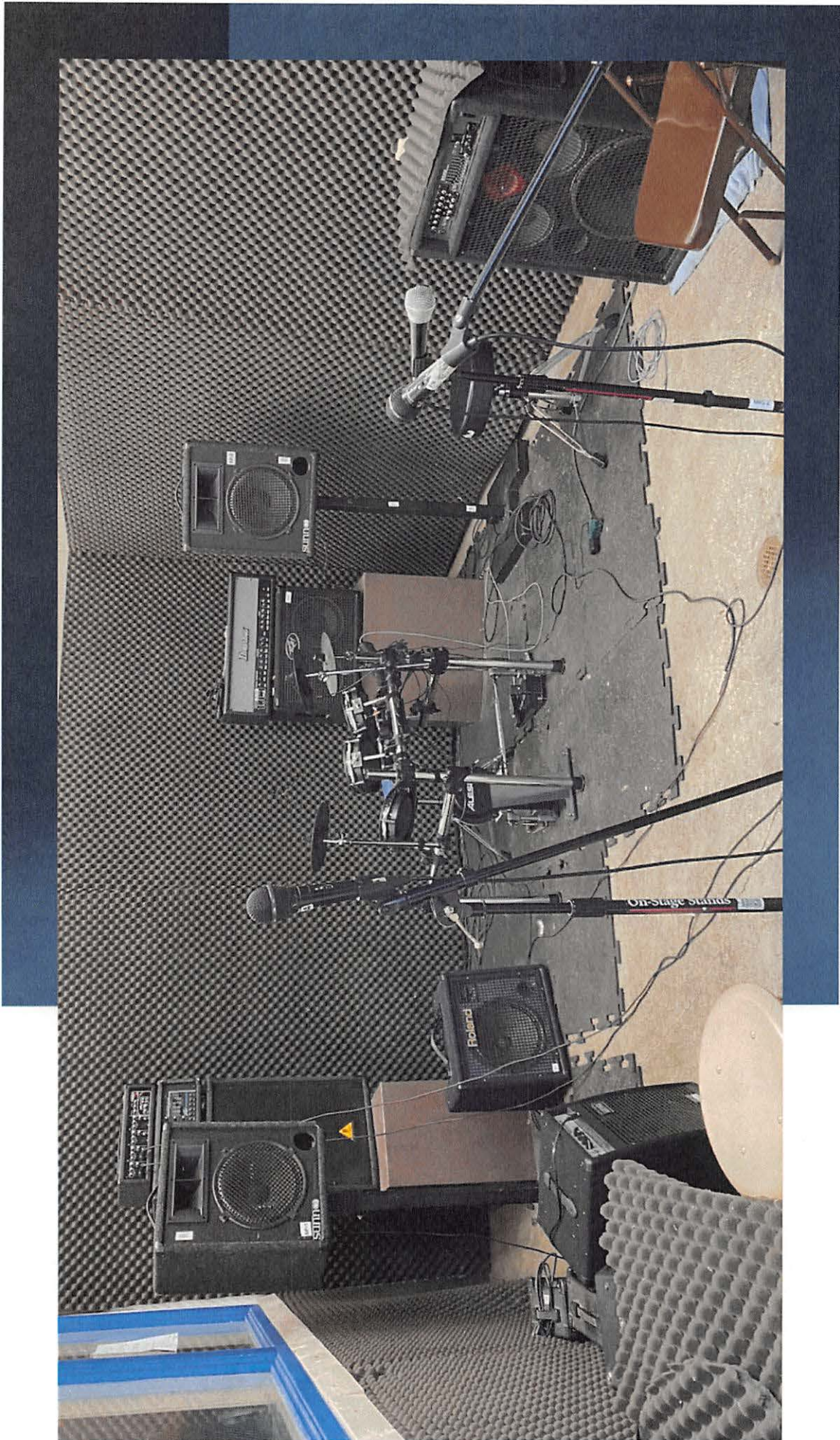
GYM

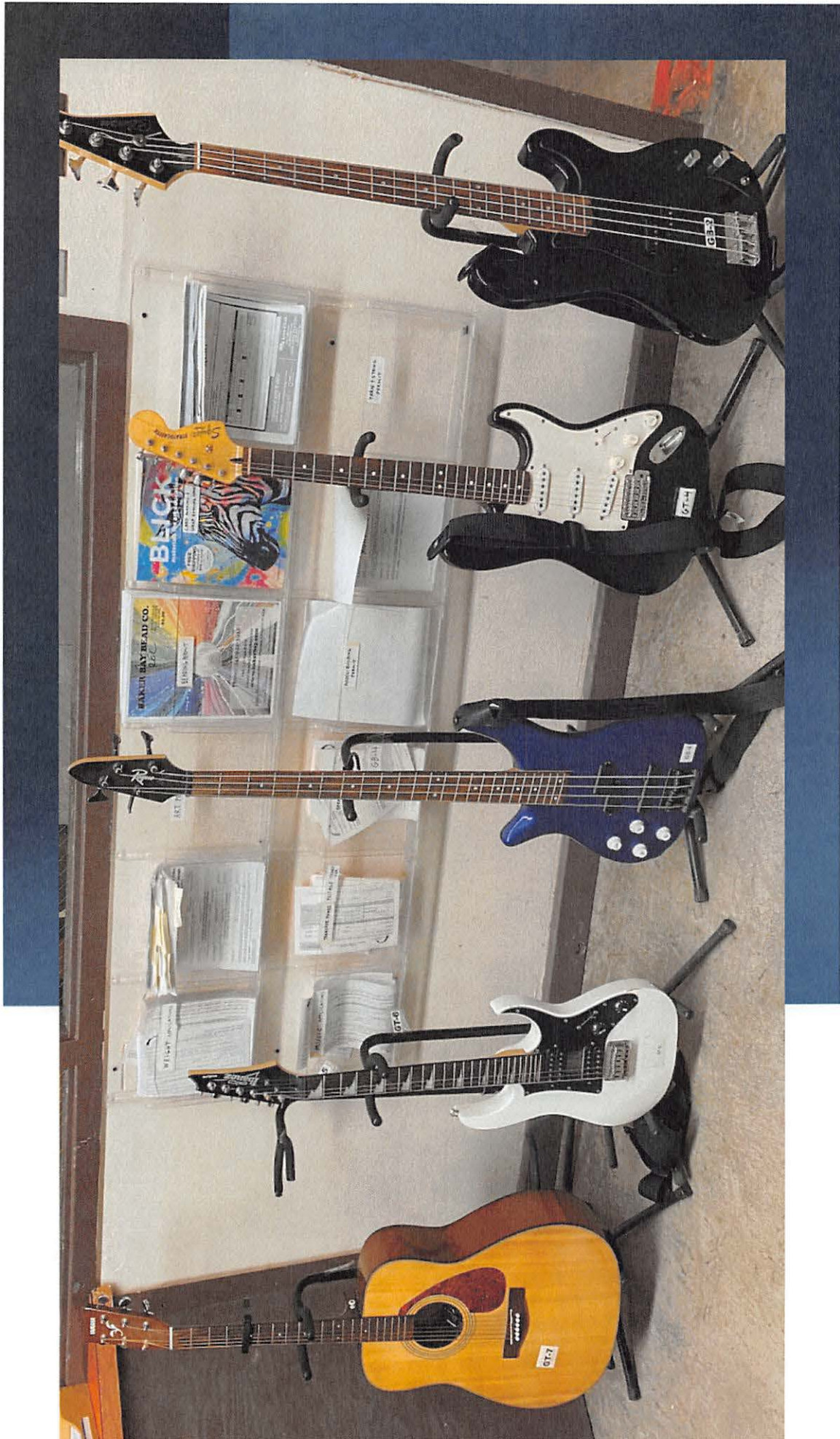




MUSIC ROOM









WEIGHT ROOM





