



# FAMILY COUNCIL MEETING MINUTES

Location: SCCC Date: 2-24-21 Time: 3:00-4:00pm

Teleconference details: Call in number: 1-253-372-2181; Phone Conf. ID # 784-921-425

<b>Meeting Attendees</b>
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Department/facility co-chair: AS: Gina Penrose Family co-chair: Miriam Fry

Facility/council secretary: AA3: Katy Tatro Family secretary, if applicable: Vanessa Lewis  
 State Rep: Susan Cooksey

Members present: Staff: FMD: Dr. Herrington; MH – Dr. Cryder, CPM’s – Gary Bohon & Rob Schreiber, Plant Mgr. - Doug Matthews, IT5 – Keaton Bradley, CPPC – Branwyn Mansford, CPM Sec. – Denise Myers & Ally Collecchi, Family Services – Caroline Melhuish, HQ – Paige Perkinson, OCO – Joanna Carns & Matthias Gyde

LFC Family Members: Diane Sifres, Jenny Griggs, Susan Wade, Verna Westman, Julie Triggs, Cammie Carl, Sheri Acker & Todd Young, Tamara Goddard, Starr Garden, Jeannette Revay, Elise McKinnon, Beverly Duschene, Heather Dockery.

Non-council member attendees: None

<b>Agenda</b>
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Old business

Topic	Discussion/Key Points	Next Steps
2021 LFC Election	Election of 2021 LFC Officers	2021 LFC Officers: Family State Rep – Susan Cooksey Family Co-Chair – Miriam Fry Family Secretary – Vanessa Lewis
2021 Family Friendly	2021 FF Programs Overview by C. Melhuish – Family Services & CPPC – B. Mansford	Items discussed: Parenting Inside Out, JPay, Lodging Assistance Program, Video Greetings, Read to Me Program, Communication Corner, Fall Project, Back to School Backpacks, Children’s Book Library, 2021 IIBF Summary
2021 Banking/IIBF	Banking/IIBF 2021 Overview by LBA Redding	Summary includes: SCCC has allotted \$31,000 for Family Friendly events. This includes the following: Back to School, Day with Dad, Family crafts, Family Fun Night, Hotel/Motel Voucher Program, Spring Family Event, Winter Family Event, Video Greetings Program, Significant Other Event and Pop up Funds. Pop Up Funds is dependent upon Headquarters discretion for spending. TV systems have been allocated \$141,768; Budgeted Expenditures (Non-Restricted) has been allocated

		\$19,440, which includes Barber Shop, Cultural, Dog Program, EFV Recoveries, Hobby Recoveries, Recreation Recoveries and TV Recoveries. SCCC's total budgeted expenditures is \$192,208.
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New business

Topic	Discussion/Key Points	Next Steps
Roll call & Welcome Introduction - Health Services	Associate Penrose introduced Dr. Cryder, Mental Health Supervisor, & FMD, Dr. Herrington.	Both will be addressing clinical questions for today's meeting.
CI Mattresses update	CPM Schreiber states that the mattresses are complete having gone through burn & composition testing and approval by HQ Security team. The mattresses are the prototype we tested in our IMU for several months. They are now on the website for ordering.	A picture of the mattress type will be downloaded and attached to the Minutes. The CPM's will meet with the CUS's regarding protocol for how the mattresses will be disseminated. Orders slated to begin next week on units' weekly SITR orders.
GTL issues/update	Associate Penrose for IIU Gleason - On 2-23-21 the inmate phone system began to go down same at CRCC, some intermittent calls getting through but system continues to be problematic. Population shared out of state calls have risen in price.	GTL is troubleshooting at this time. No changes to base rates for use of inmate phones since 2015. Taxes imposed by government regulations are added to these charges. This likely accounts for the variance in call costs and tax rates do change over time.
Ventilation system recap	Associate Penrose provided additional details regarding last week's ventilation system/air scrubber discussion.	Ventilation maintenance is being done as system standards require. HQ level maintenance is viewing all options for updated systems and will give facilities direction at any time changes are deemed necessary. There have been concerns that the air in the units are going from the lower cells to the upper cells. It doesn't go cell to cell. Rather it goes out to the outer unit, so it's not a lower tier contaminating an upper tier.
2021 Area Presentations	Associate Penrose apologized for mistakenly having a COVID meeting in December 2020 rather than the bimonthly meeting, so we are behind in setting the yearly calendar.	Areas discussed include: April & December – Fiesta Food Services (vending) if Visitation is open. Others – Releases, Classification/Jobs, II Marriages.

<p>Tours – Per policy two (2) are required per calendar year. .</p>	<p>Tours will take place IF Visitation is reopened. If not, we will need to decide on an additional area presentation for each tour.</p>	<p>June – Gardens/bees; August – CI (not finalized, just suggestions) Members to choose final decisions with back up area presentation for both months if Visitation has not been reopened.</p> <p>Others – EFV’s, Food Services, II Dining, Medical, Engineering, housing units, Vets pod/SBU.</p> <p><b>After much discussion, Associate Penrose asked all LFC members to send their choices of area presentations &amp; tour preferences to State Rep Susan Cooksey. When received, we will do a tally and pair up with those areas located within our time frame. We will use the most requested information to do this.</b></p>
<p>2021 LFC Bi-Monthly Schedule</p>	<p><b>Meeting Dates:</b>  <b>2-24-21</b>  <b>4-7-21</b>  <b>6-2-21</b>  <b>8-4-21</b>  <b>10-6-21</b>  <b>12-1-21</b></p>	<p>April 7<sup>th</sup> &amp; December 1st, 2021 – Vending presentation (if Visitation reopened)</p> <p>October 6, 2021 – Election of LFC Officers</p>
<p>Virtual tour?</p>	<p>Having a virtual tour was brought up if physical tours were not possible.</p>	<p>Associate Penrose stated that we would need approval, but would explore the idea.</p>
<p>All day tour &amp; meeting on another day?</p>	<p>The question was asked if an all day tour of entire facility was possible with the meeting on a different day. Nobody asked for an all day tour, just a tour on a different day than the meeting, our LFC voted in to do both on same day not separate days.</p>	<p>Policy states that a tour will not make up for a meeting, so both have to occur for that month’s meeting. After group discussion, it was decided that folks would prefer to spend time with their loved one and be back from the meeting/tour by 11:00am for Visitation. Some folks live several hours away, so having the tour be on a different day from the actual meeting was not feasible.</p>
<p>Can others attend the tours?</p>	<p>The question was asked if community members or legislators could attend the tours inside the facility.</p>	<p>Only LFC members and the staff assisting with the tour are permitted inside the facility. The LFC members should be current in their attendance of the meetings.</p>

<p>Religious items</p>	<p>SCCC Ramadan Meals 2021 – Associate Penrose</p>	<p>Ramadan meals begin at sundown on 04-12-21 and conclude on 05-11-21. The first evening prior to sundown will be regular mainline and the next morning's Breakfast/ Lunch meal will be given to those who have signed up to take back to the units to be consumed prior to sunrise. After this participants will only go to mainline to pick up there Dinner and Breakfast/Lunch meals at a special movement for Ramadan at the end of evening mainline. This is if the facility is back to regular mainline movements. If SCCC is still utilizing the Grab and Go mainline participants will go at their regular evening mainline time. Unit CUS's will make arrangements for those that are participating in Ramadan meals to have early morning Microwave and Ice Machine use at least one hour before sunrise. Please note that this process is subject to change at any time based on the facility's outbreak status.</p>
<p>Religious items</p>	<p>SCCC Passover Meals 2021 – Associate Penrose</p>	<p>Passover meals begins 03-27-2021 and concludes 04-04-2021. For those who have signed up for Passover meals if SCCC is back to regular mainline movements there will be a special "Movement for Passover" called. This movement will be the last movement called for each meal. If SCCC is not back to regular mainline movements and SCCC is still utilizing Grab and Go meals participants will go to mainline to pick up their Passover meals at their regular mainline movement times. Please note that this process is subject to change at any time based on the facility's outbreak status.</p>
<p>SFC Update</p>	<p>Per Susan Cooksey, State Rep - I didn't get my report for the State meeting last month and it's been over 1 ½ months with a lot having transpired since that time.</p>	<p>I want to make sure that everybody knows where they can go to get these minutes. When I send out my next communication with the LFC, I will include the link with my email.</p>

## Roundtable open discussion

Q: **Per Diane Sifres** - I think you guys are doing well at the facility, but then we get the bulletin there's an increase in the numbers. What is being done to eliminate the virus?

A: **Per Associate Penrose** – Right now we are having a trickle effect, we had 4 last week, 2 this week and 1 staff in 3 weeks so we are really slowing down on our positives. With all the new strains though, we are trying to be as careful as possible and following the guidance from our clinical experts. As long as people continue to hug, not wear their masks properly, do not socially distance themselves this is going to continue. I still find this happening when I do a facility walk through, I can only control what I do when I am out in the community; so the best we can do is remind each other of these things.

**Comments from Miriam Fry** – The JPay emails went through much faster, so thank you for whatever was done. I did not know about the goody bags last week, but I heard great reviews on the water and the snacks. Everything was really appreciated. And the plans for Passover and Ramadan are wonderful.

Q: **Per Verna Westman** – When the II's return after ISO/quarantine, will they go back to their original housing assignments? My son has always been in H4 and has only had 2 long-term roommates and he'd feel more comfortable with somebody he knew; so I was just wondering about that.

A: **Per Associate Penrose** – For those that request it, we're going to make every effort possible to get them back to their original housing and programming. We will do our best to accommodate those requests.

Q: **Per Beverly Duschene** – Can we have an update on the phones? I've had 3 or 4 days of issues with connectivity all day with several attempts. Am I being charged for my waiting time to connect? I'm sure that's a GTL request, but just wondering if you have an update on that.

A: **Per Associate Penrose** – I cannot answer questions about GTL's billing protocol, but I do know that we were having some connectivity issues here and at a few other facilities around the State. Please reach out to GTL if you were on hold so that you are not charged for your wait time prior to being connected.

Q: **Per Jenny Griggs** – When Visitation is reinstated, was there any talk about if visitors or the II's will be required to have the COVID vaccination?

A: **Per Associate Penrose** – I have not heard anything like that. If a decision is made notification will go out.

Q: **Per Susan Wade** – This is for Mr. Schreiber. So when will you initiate ordering the mattresses, was that in April?

A: **Per CPM Schreiber** - We have the ability to order the mattresses now. We currently have 80 of the older ones, but we're going to begin ordering the new ones next week when the CUS's put in their unit orders. We will provide the picture/description and it will be attached to the minutes.

Q: **Per Susan Wade** – If visitors aren't inoculated, will they be restricted from visiting people or be housing people that are not inoculated together?

A: **Per Associate Penrose** – There is no indication that a lack of vaccination will direct how we run our prisons at this time.

Q: **Per Julie Triggs** – Are you still doing the weekly testing of the C/O's, staff and our loved ones?

Q: **Per Associate Penrose** – Yes, we continue with our weekly serial staff testing and daily screening for all staff that enter the facility. The II's are tested weekly for those that meet criteria.

Q: **Per Julie Triggs** - With the variants coming down, so we're not really testing for those yet?

A: **Per Dr. Herrington** - I am sure that is being considered by our strategic planning team that's done by Dr. Strick, who is an outstanding doctor. I hesitate to give an answer because that's really up to her. She is well aware of the variants that are now appearing and she'll adjust our protocol accordingly.

Q: **Per Julie Triggs** – What is the timeline for the II's going back to their old jobs? Are those the ones that were positive but now recovered or filled their quarantine time?

A: **Per Associate Penrose** – I don't have a timeline for the II's to go back to their jobs, but we are expanding those who are able to work as best we can. When we get to a point where we have to pull back a bit, that's what we'll do. This includes all the II's that are COVID clear, quarantine completed, no restrictions, no active positives.

Q: **Per Bethany Duschene** - I did put in a chat for Dr. Herrington. In my son's unit, there was a piece of paper they were supposed to sign saying whether or not they would take the vaccine or not and they were to put them on a desk or whatever. So isn't that HIPPA because a lot of the guys don't want their answer to be seen so they are not targeted if they want or don't want the vaccine? So my concern is if they choose yes or

no. Does this mean they would go to a special unit later on and if they learn more about it and decide no, this doesn't mean you have the vaccines right now, but rather that you are trying to get an idea of the order when you get them?

A: **Per Dr. Herrington** - If they've consented to the vaccine administration and they change their mind, they are allowed to do that.

Q: **Per Bethany Duschene** - Are you trying to get an idea of how many guys want the vaccine and then they change their mind, that's not a very accurate count.

A: **Per Dr. Herrington** - Well, we would just roll with it.

Q: **Per Bethany Duschene** – Why isn't it more private? The guys would feel that it should be private because of religious reasons or that just seemed like needed information for other people.

A: **Per Associate Penrose** – I understand that Dr. Herrington isn't privy to the answer to that, but I know that Medical staff deliver the forms to the units. And I don't know how much privacy is really involved as this isn't your private health record, so I don't know how it falls into HIPPA guidelines.

A: **Per Dr. Herrington** - We don't collect documents like that and then distribute them to other patients. There would be common sense used and there are basic protections in place when we collect such a large mass number of consent forms at one time as we would need the consent forms signed because that's our Agency's policy. I'm sure that our nursing staff would collect in such a way that doesn't egregiously share information.

A: **Per CPM Schreiber** – Per Medical staff, Ms. Lynch, there is a medical kite drop off box near II dining provided for this purpose and we have received 500 responses. This a locked box that only Health Services staff have access to, so this might be a safer and more private option for the II's.

Q: **Per Susan Cooksey** – Doug Matthews answered a question about the phones. Did he say it out loud or just in the chat? It was said that when issues are communicated, maintenance staff respond and follow up with GTL when it is something they cannot address locally.

A: **Per Doug Matthews** – I reached out to our point of contact that deals with GTL when we have phone issues. He verified that the phones were corrected late last night and there hasn't been any other reportable issues. If there are continued issues reported, our staff contact will immediately reach out to GTL and provide the update to our staff & population at that time.

**REMINDER FOR FAMILY MEMBERS** – Associate Penrose reminded the family members to email Susan Cooksey and respond with preferable areas for both June and August tours, as well as topic ideas for area presentations. We will need this information by no later than **March 22<sup>nd</sup>** so that we can tally up the popular votes and add the information to our April Agenda.

Thank you all for attending our first bi-monthly meeting of the year and for your much needed input. **Please remember that beginning with our next meeting on March 3<sup>rd</sup>, we will be changing our LFC teleconferences to the 1<sup>st</sup> & 3<sup>rd</sup> weeks of every month.** Stay safe and looking forward to hearing from all of you next week.

Next meeting location: Telephonic meeting if COVID restrictions still in place

Date: April 7, 2021 (Wednesday) Time: 3:00-4:00pm

Comments: None

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 00-03, RCW 42.56, and RCW 40.14. Upon completion, the data classification category may change.

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

## STANDARD FEATURES

## SHIPPING

## TAGS

### Detailed product description and standard features:

- 1.8 lb. blue foam core mattress – IDL 35
- Covered in 210 denier nylon fabric with laminated cellulose-based fire barrier
- Antimicrobial, bacteria resistant and antifungal
- Flame resistant
- Fluid proof and stain resistant
- Features internal sealed seams
- Passes CFR part 1633 of the Code of Federal Regulations
- Meets all current municipal, state and federal standards
- Is in compliance with RCW 70.76; does not contain Polybrominated Diphenyl Ethers
- Contact Textiles Customer Care for custom sizes

