

REVISED FAMILY COUNCIL MEETING MINUTES

Location: SCCC Date: 8-13-21 Time: 0900-1100

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

Meeting Attendees

Department/facility co-chair: CPM Rob Schreiber for Gina Penrose Family co-chair: Miriam Fry

Facility/council secretary: Katy Tatro Family secretary: Vanessa Lewis State Representative - Susan Cooksey

Members present: SCCC: CPM Gary Bohon, LBA Ruth Redding, HCM2 Keith Parris & RN4 Melissa Lynch, FSM Attard, IT5 – Keaton Bradley, Plant Mgr. Doug Matthews, Education Dean Jayme Peterson, Property Sgt. Todd Coleman, CUS Sarah Sullivan, CPPC Mansford, CPM Secretary Myers.


DOC staff: HQ - M. Ritter & P. Perkinson; Family Services - Caroline Melhuish

Family members – Diane Sifres, Lydia Schoen, Julie Triggs, Jenny Griggs, Tamara Goddard, Verna Westman, Jeanette Revay, Bethany Duschene, Kat Kaiser, Susan Wade

Non-council member attendees: Guest - Sarah Stuth

Agenda

Old business

Topic	Discussion/Key Points	Next Steps
Welcome/Roll Call by Facility Co-Chair, Gina Penrose	CPM Bohon will be sharing pictures today of Medical, Kitchen & II Dining, G unit & EFV's. Virtual tour PPP is attached.	 <u>Virtual Tour SCCC June 2021.ppt...</u>
August 13, 2021 facility tour	On our 6-1-21 email to all family members, we asked for input on our August tour (if authorized by HQ). As none were received nor input provided during today's meeting, it will remain as documented in our April meeting minutes.	If August tour is authorized, areas toured will be: 1) Law Library, 2) Vet's dog program & 3) Gardens/Bees. Area presentation(s) will be: 1) Property. If no tour – 2) Curio & hobby craft.
SFC update	5-15-21 SFC meeting update by State Rep S. Cooksey that was emailed to all LFC family members on 6-2-21.	Highlights: Legislative updates on what did & didn't pass & next to come; updates on JPay/Securus, Re-entry update by D. Armbruster, OCO update to include Racial Equity by J. Carns & L. "Q" Turner. See DOC website for SFC minutes under Family & Visitors section for details.

Area presentation – Banking & IIBF	Banking & IIBF presentation by LBA, Ruth Redding.	See Attachment #1 A – SCCC FY21 IIBF Report & #1 B – Banking Presentation for details.
Area presentation – Mailroom	Mailroom presentation by Mailroom Sgt. Wilkinson	See Attachment #2 for details.
LFC Unit Reps Agenda Requests	LFC Unit Reps input – Agenda items were collected from our LFC Unit Reps as presented by Facility Co-Chair, Gina Penrose.	See Attachment #3 for details.
LFC Family Members' Agenda Requests	Family Members' requests were presented by Facility Co-Chair, Gina Penrose	See Attachment #4 for details.
Temporary Visit Sgt.	Introduction to new Visit Sgt. McGinnis	Sgt. McGinnis will be filling in while Sgt. Martin is out.

New business

Topic	Discussion/Key Points	Next Steps
Roll call/Welcome/ Updates	Discussed 8-10-21 Memo from IC Van Ogle to population regarding changes to cohort procedures. Summary: Mainline called one unit at a time with A pod to A side dining and B pod to B side dining. CI, Laundry, Outside work crew and Education cohort for that day will be called first for mainline. II's that require pill line will go there with their unit. Recreation will remain closed until mainline is complete. Recreation morning periods will be top of hour beginning at 0900. Changes set to begin 8-13-21.	CPM Rob Schreiber for Gina Penrose, Facility Co-Chair
Review 6-11-21 LFC Minutes/Questions	Minutes accepted with no questions from family members.	CPM Rob Schreiber for Gina Penrose, Facility Co-Chair
Review of prior SFC Meeting Minutes	See link for SFC Minutes Statewide Family Council Meeting Minutes for July 24, 2021 (wa.gov)	Susan Cooksey, State Rep

Property presentation	<p>Summary: Delays in II personal property being received - Families are under the belief that the shipping/tracking #'s means that property has been delivered to SCCC. This is not the case. All USG products go to AHCC and MCC to be sorted by facility and CI trucked to each facility. The number of items being ordered has increased and supply is unable to keep up. USG has started refunding when items aren't available at point of order. On the facility side, the incoming amounts are greater and using the cohort process takes more time to process (separating orders by units) in addition to placing II's on the call-out with a smaller number of II's due to the social distancing mandate. The Property room completes callouts for Chain/catchup property, JP Players, Records, I/I clothing/shoes, Mail-outs, a Medical line, and Local Transports. Property isn't limited to just Union Supply orders.</p>	Property Sgt. Todd Coleman
Curio/Hobby Craft presentation	See Attachment #1	Katy Tatro for REC Mgr. Graves
H5 – Vets Pod, Brigadoon dogs & SBU	See Attachment #2	CUS Sarah Sullivan
Discuss next meeting Agenda Items	<p>Elections for next year's offices will be completed during our October meeting. This will include open positions with descriptions. An email will be sent out to LFC family members in September describing process.</p>	CPM Rob Schreiber for Gina Penrose, Facility Co-Chair
LFC Unit Reps Agenda Requests	See Attachment #3	CPM Rob Schreiber for Gina Penrose, Facility Co-Chair
LFC Family Members' Agenda Requests/Round Table	There were no LFC Family Member Agenda items submitted.	CPM Rob Schreiber for Gina Penrose, Facility Co-Chair

Roundtable open discussion

Q: Per Diane Sifres – When do the new 3-hour visitations begin?

A: Per CPM Secretary Denise Myers – They begin on 8-15-21.

Q: Per Anna Ivanov – When the property arrives at SCCC and II is contacted, if an exchange needs to be done, how do they know what to bring with them?

A: Per Sgt. Coleman – If the II is aware that the package is in, the II should bring in everything for the exchange to include product & receipt. I am under time restraints and unable to send a kiosk message to each II. Also, we have less staffing to complete our everyday duties.

Q: Per Susan Wade – Even with less staffing, can't a message be sent to the II with brief details?

A: Per Sgt. Coleman – Property has multiple jobs to include vendors, records, shoes, chain, etc. A call out is prepared for the II and posted in the units the day prior, listing the reason for the call-out. It is up to the II to check the callouts.

Q: Per Anna Ivanov – What programming for the incarcerated is being done in the units?

A: Per CPPC Mansford – Our Redemption program depends on the volunteers, who are not permitted inside the facility just yet. Yoga is being instructed in the instructor's unit.

Q: Per Anna Ivanov – Why is yoga not open to the other units?

A: Per CPPC Mansford – This is due to the cohorts as we are unable to mix them.

Q: Per Anna Ivanov – Regarding the IIBF, what is a pop up?

A: Per CPPC Mansford – This is a COVID adaptation which consists of extra funds for Family Friendly Program activities outside of the events already scheduled. This also requires HQ approval.

Q: Per Anna Ivanov – I am on the IIBF Committee at HQ and was provided with a list of events for Family Friendly Programs with money spent on each. How were the incarcerated people participating in these events due to Visitation being closed? We were told that each facility would share these details.

A: Per CPPC Mansford/LBA Redding – Dawn Taylor at HQ will be reporting out in September on all funds spent by facility for Family Friendly Programs. The CPPC and other staff responsible for these events were asked to spend down their allotments on nonperishable products to include craft items such as paints, markers, etc. that can be stored and made available at a moment's notice if COVID restrictions for events are lifted by HQ statewide.

Q: Per Anna Ivanov – Regarding PTSD, is there a way to make classes/workshops available to other units?

A: Per CPPC Mansford – PTSD issues within the population are managed by our Mental Health team. The SBU/Veteran's pod are a special population with specific needs that are addressed accordingly.

Q: Per Tamara Goddard – When does yard begin?

A: Per CPM Schreiber – Yard begins at 9:00am via that unit's rotation day.

Q: Per Jeannette Revay – Is there a list for the motel voucher program?

A: Per Caroline Melhuish - Information about the lodging assistance program will be sent out today per Dawn Taylor with details posted to the website sometime this weekend. Website link is - <https://doc.wa.gov/corrections/incarceration/visiting/support.htm#lodging>. ****Additional information from Ms.**

Taylor/Caroline Melhuish includes:

- We have increased the allotments for family programs/events for facilities
- This creates opportunities for new programs and enhancements to existing programs
- We have implemented Pop-up Allocations
- Family Services will be increasing presence and involvement at Family Council meetings
- We will be conducting surveys prior to and after events to identify needs and strengths

- Emphasis on Visitation Survey (DOC.WA.GOV) after visiting. Survey is available on DOC.WA.GOV under Visitation
- We will be putting an emphasis on Parent/Teacher Conferences
- Currently including Families and previously incarcerated individuals. Working on:
 - Policy Reviews (Family Services Policy)
 - Family Services Guide - hope to be done by end of August/early September. Will be user friendly with links and will assist with navigating website.
 - Transition Policy
 - Updating Family Support Website
 - Identify Resources for Families
 If families are interested in getting involved, they can reach out to the Family Services Unit to let us know!

Q: Per Jeannette Revay – Is there a list and how does it work?

A: Per Caroline Melhuish – Lodging information will be sent out to the family members & posted to the website. If a family member does not wish to stay at one of the approved lodging facilities, there is an alternative. Families can choose where they wish to stay but must be preapproved to request reimbursement. See website posting for details.

Q: Per Diane Sifres – I am concerned with the closing of H3 and H4 units. Where will the staff members go? Where will the II's be placed? What about those II's incoming to SCCC?

A: Per CPM Bohon/Schreiber – See attached Memo from DOC Secretary Strange to the incarcerated population. A meeting will be held on 8-19 discussing facility closures. We will absorb what we can, but some II's will transfer to other facilities. MCC is currently in the process of downsizing; we anticipate a similar process to occur here at SCCC if it is declared by HQ. The decision has not actually been made yet for our facility, but HQ will try to minimize impacts as much as possible. ****Both the July 20, 2021 Memo from Secretary Strange and the August 26, 2021 Memo from Sean Murphy are attached****

A: Per Doug Matthews – Those units will be soft closed and in a state of operational readiness should an emergency occur.

Q: Per Verna Westman – Will they take into consideration the impact on the family members?

A: Per CPM Schreiber – This is not a local decision; it is a HQ decision and will be at their discretion.

A: Per CPM Bohon – HQ will pay attention to these impacts.

Q: Per Jeannette Revay – Why are they downsizing and closing units?

A: Per CPM Schreiber – Because we have 4,129 vacant beds statewide within prison facilities due to the incarcerated being released.

Q: Per Bethany Duschene – Regarding the food trays and silverware, were the adjustments mentioned in prior minutes completed? It is being reported that there is a soapy taste on the dishes, which is causing upset stomachs and other issues.

A: Per FSM Attard – Dawn dish soap is used on the trays; they are rinsed and sanitized. I can look at the process again, but we use the presoak method and then rinse them completely. We are always adjusting as necessary when issues are brought forth.

Q: Per Bethany Duschene – Regarding the hot weather memo, I am told that the Sgt. and C/O's in H1 stated they were not aware of any such memo. Can this Memo be sent out again?

A: Per CPM Schreiber – This Memo was sent out by IC Van Ogle and was posted in the units for II viewing. It was also sent out to staff for review. I will speak with the H1 Sgt. and CUS to ensure they are aware of the Memo and the expectations of staff. ****H1 staff were notified of expectations per CPM Schreiber****

Q: Per Susan Wade – I heard there used to be dishwashers used in the Kitchen. Why is this not being looked at with the new budget?

A: Per FSM Attard – All dishwashers were pulled from the facilities years ago. All prison facilities use the 3-sink method for washing/sanitizing, which is an approved method by the Health Department.

Q: Per Anna Ivanov – Are the volunteers coming back into the facility on 8-15-21?

A: Per CPPC Mansford – This is an ongoing process; there will be a CPPC meeting with Dawn Taylor coming soon. It looks like possibly sometime in September.

Q: Per Anna Ivanov – I hear of unit activities for the population. What activities are being provided for our loved ones? The funds are available, so are there any plans to use the IIBF money?

A: Per LBA Redding - \$4,000 was allotted for unit spending, which breaks down into \$572.00 per unit. Most of these funds were spent on board games per the purchase requests received in the Business Office.

Q: Per Anna Ivanov – Can something be planned for this year that is different than prior years using IIBF funds?

A: Per CPPC Mansford – The Family Friendly Program budget is set yearly by HQ. Last year's activities were sent home projects due to COVID restrictions and no Visitation. We plan like we will have the events but have alternative activities ready to go that serve the same purpose of those planned events. Family Friendly Programs are meant to strengthen family bonds between the incarcerated and their families, so a direct connection needs to be reflected in those events/send outs. More workshops are planned to focus on communication and relationships. We are hopeful on the Back-to-School event, but if this is not possible, we will still have backpacks available for pick up.

Q: Per Anna Ivanov – How do the II's sign up for these events/activities?

A: Per CPPC Mansford – I will send out a kiosk message to the population with pertinent information on criteria and sign-up process, flyers are completed & sent to the units, the family members of the II's must be on their approved visit list, criteria is either 6 months or 1-year major infraction free dependent upon event, a list of participants is completed & posted in the units. Callouts are created & posted in the units, so each participant is aware of when & where to attend. We use the cohort process for these activities. The sign ups have been low in number and I have yet to have a full roster of sign-ups.

Q: Per Anna Ivanov – Regarding the backpacks, aren't those 2-year infraction free for participation?

A: Per CPPC Mansford – For the backpacks only, HQ is waiving the infraction piece. So, if the child of the II is on the approved visit list, that II qualifies.

Q: Per Susan Wade – Regarding the read a book activity that is taped, is this still going on? And why is this just for children? Can't it be adult friendly and for spouses as well?

A: Per CPPC Mansford – Yes and we are approved for extra books. This is designed for the II's and their children to strengthen familial bonds. For spouses we have an appreciation event and thank you notes that include guidance on how to's for the II's. This helps the II's with their writing skills.

Q: Per Lydia Schoen – Regarding the hot weather, what provisions are being made at SCCC for our loved ones? What about fans to counteract the heat?

A: Per FSM Attard – Water and ice are provided in the Kitchen.

A: Per CPM Schreiber – There are ice machines and water in each pod of the housing units for population usage. Fans are permitted for use in cell. I will speak with IC Van Ogle for a detailed plan and include this information for the family members. ****See attached SCCC Outdoor Heat Exposure Safety Plan for details****

Q: Per Lydia Schoen – Can the temperature be adjusted in the units to align with comfort zone of 66 to 80 degrees?

A: Per Doug Matthews – There is no air conditioning in the units, just outside air. We are limited on temperature control by facility design.

Q: Per Lydia Schoen – There was a memo posted on the website that refers to the II's being permitted to use wet towels to cool off, as well as misting stations and sunscreen before going to yard. Is this happening at SCCC?

A: Per CPM Schreiber/Bohon- We do not have misting stations at SCCC; sunscreen is available on store for purchase by the II's. SCCC is not providing wet towels for the incarcerated. We will speak with IC Van Ogle regarding these requests and will provide that information to the family members.

****Per IC Van Ogle – SCCC will not purchase misting stations. No specific hot weather Memo was sent to SCCC's population, just the SCCC Outdoor Heat Exposure Safety Plan sent to all staff, which includes the new regulations put into effect on July 13, 2021. As referenced above on page 6, this is attached to the meeting minutes for reference****

Q: Per Susan Wade – It sounds like all ground is being used at SCCC to grow food, but not enough produce is being harvested to feed the population. Can soil be brought in to help with this? Is there potential to do more?

A: Per Doug Matthews – We are limited to what we can grow here due to region and the marine air. This would require all soil to be scraped with large machinery and numerous hours of labor by staff and II's to accomplish. Our gardening program is constantly monitored with security restrictions in place for safety of both staff and our population. We have a very impressive gardening program here at SCCC that we are very proud of.

Recreation updates – The Shine from the Inside Fundraiser has been postponed due to Recreation Mgr. Graves being out of the facility. CPM Schreiber will speak with Associate Van Ogle about the possibility of this being rescheduled to another time.

8-13-21 Virtual Tour of Gardens, Bee Program & Vets Pod/SBU & Brigadoon dogs: Due to technical difficulties, the planned virtual tour will not be shown today. We are working with our IT Department to solve these issues and if possible, it will be sent to all LFC family members at a future date.

Family Services Updates by Caroline Melhuish – Dawn Taylor is the new manager for Family Services. The team consists of: Caroline Melhuish supporting SCCC, WCCW, LCC and CCCC; Mike Eby supporting WCC, CBCC and OCC; Bill Copland supporting WSP and CRCC; Gheorghe Turcin supporting MCC and AHCC; Bruce Woods focusing on children with incarcerated programs and Cheyenne Hathaway as administrative support.

Next bi-monthly meeting: Teleconference if Visitation is closed. In Visit Room if Visitation is open.

Date: October 8, 2021 Time: 0900-1100am

Comments: _____

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



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
 P.O. Box 41100 · Olympia, Washington 98504-1100

August 26, 2021

TO: All Incarcerated Individuals
FROM: Sean Murphy, Deputy Secretary of Correctional Operations
SUBJECT: Update -- Phase Two Unit Closures

Last week we hosted listening sessions regarding the Phase 2 unit closures that would be in addition to the Monroe Correctional Complex units closures announced on August 12, 2021. These sessions provided valuable information and we appreciate the time people took to participate.

We heard more about the very real impacts on our staff, who may have changes to their jobs, including where and how they do their work. This was passionately shared with us during the listening sessions and has helped as we make tough decisions. The message was also clear that every unit closure decision impacts not only those who are in prison, but also their loved ones and those from the community who provide services and supports for them.

After hearing from staff in these sessions and consulting further with our budget and capital operations teams, we have decided to close the Elkhorn unit (rather than Silverstar) at Larch Corrections Center, as was clearly expressed by staff as the preferred option.

Today, August 26, 2021, we notified our Teamster labor partners of our decision to proceed with the additional phase two unit closures. We will be utilizing reassignments and redeployments temporarily wherever possible to minimize staff impacts and will be engaging in our collective bargaining obligations with our labor partners.

Incarcerated individuals may be transferred to other facilities; however, we will work with specific individuals on a case-by-case basis for those requiring a housing assignment at the remaining MCC units. There will also be attempts to maintain the programs and supports provided in the facilities.

Currently, we have 4,133 vacant beds throughout the Prisons Division. These unit closures are expected to occur by the end of October 2021 and will result in the closure of 1,555 beds.

Final Phase Two Units Now Scheduled For Closure

<u>Facility</u>	<u>Unit(s)</u>
Coyote Ridge Corrections Center	Camas and F Unit
Larch Corrections Center	Elkhorn
Stafford Creek Corrections Center	H3 and H4
Washington State Penitentiary	Unit 10

Thank you for your input; your voice continues to be an important part of this process, especially as we work to identify solutions and common themes of concern. Please send your ideas, questions, and comments to DOCREentryExpansion@DOC1.WA.GOV.

RECREATION PRESENTATION

Recreation has in cell curio and hobby shop. For Hobby Shop the criteria for entry is the II's must be major infraction free the whole time they are in the hobby shop fee-based program. The program consists of Leather, Ceramic and Wood Room. If someone wants to be in the program, they are put on a waiting list and a hobby shop referral recommendation form is filled out by their counselor, then sent to Recreation Supervisor, then onto the Program Manager or Associate Superintendent for approval. They are on the waiting list until their name gets to the top of the list. The names are in order by date of when they requested to be added to the list by Mr. Whipple.

Once in the fee-based hobby shop, the II's are responsible to order their own materials to make things (wood materials, leather materials, ceramic slip, paints). Tools are supplied by the Tool Crib in hobby shop. Attendance is taken every quarter. If attendance is low, then a meeting is scheduled for review. If the II does not attend or changes his mind, then the next person on the list will replace the current II.

For in cell curio, this is completed in cell in the units. Applications for In-Cell Curio Permits are approved by the CUS; the II completes a generic order form with a money transfer inside an envelope, which is sent to Mr. Whipple. It is then reviewed for approval and then signed by Mr. Whipple or Mr. Graves. The order is entered into the computer to file. This is where orders are kept track of, for they are only allowed \$300 per quarter. If something is not permitted on the order form because it is not allowed on the permit, the order will be returned, and a new order must be completed. Once an order is approved, it is then forwarded to II banking with the check to be sent to the vendor.

Once the order is received from vendor, then Mr. Whipple inventories the order and completes a package receipt form. The II is then sent a kiosk message for pick up in hobby shop. Once the II arrives, the package receipt is signed and dated by the individual with a copy into the file of the individual.

Once the individual has completed a finished product, it must be mailed out through Mr. Whipple in Recreation. He will inspect the outgoing items for verification that the II has the proper permit for those particular item(s). If not, it is then rejected and a 90 day disposition is completed to show proof of materials. If the II does not show proof, the item(s) is confiscated to either be destroyed or donated. If the product is approved, then it will be taped up and sent out in the outgoing mail pick-ups on Wednesday morning from the mail room.

AUGUST 13, 2021 LFC BI-MONTHLY MEETING

UNIT REQUESTS

1. Q: WHAT IS THE DELAY WITH PERSONAL PROPERTY BEING DELIVERED FROM UNION SUPPLY, AND MEN BEING PUT ON THE CALLOUT TO RECIEVE THEIR PROPERTY? MOST ORDERS ARE TAKING OVER 30 DAYS WHEN UNION SUPPLY DELIVERS WEEKLY TO THE INSTITUTIONS?

A: Families are under the belief that the shipping/tracking #'s means that property has been delivered to SCCC. This is not the case. All USG products go to AHCC and MCC to be sorted, put together by facility and CI trucked to each facility. The amount of items being ordered has increased and supply is unable to keep up. USG has started refunding when items aren't available at point of order. On the facility side, the incoming amounts are greater and using the cohort process takes more time to process (separating orders by units) in addition to placing II's on the call-out with a smaller number of II's due to social distancing mandate. The Property room completes call-outs for Chain/catchup property, JP Players, Records, I/I clothing/shoes, Mail-outs, a Medical line, and Local Transports, so we don't just deal with Union Supply orders.

2. Q: MANY INDIVIDUALS ARE HAVING TO WAIT LONGER THAN 7 DAYS TO RECIEVE THERE CORRESPONDENCE VIA JPAY. THIS IS SOMETHING MANY MEN HAVE EXPRESSED AS HAVING A NEGATIVE IMPACT ON THERE OUTSIDE RELATIONSHIPS. WHAT IS THE DELAY?

A: Per DOC 450.100 section 1.E.3. states Electronic messages (i.e.; eMessages) will be distributed to the individual within 7 business day. SCCC mailroom is within these time frames.

Incoming mail is at 8-8-2021

Outgoing mail is at 8-9-2021

Incoming photos is at 8-7-2021

Outgoing photo is at 8-4-2021

Incoming videos is at 7-29-2021 (this is currently at the 7 day mark and staff working on them now)

H5 – VET’S POD, BRIGADOON DOGS & SBU PRESENTATION

My name is Sarah Sullivan, and I am the Correctional Unit Supervisor (also known as CUS) of H5 living unit. I manage a living unit that is designated as Mission Housing. The philosophy of Mission Housing is essentially grouping individuals together that have had similar experiences or have similar needs. The unit houses 269 folks and it is split into 2 pods. One pod houses incarcerated veterans and we call it the vet pod. The other pod is designated for those individuals with intellectual and developmental disabilities, and we call it the Skill Building Unit, also known as SBU.

The vet pod started in 2013 and was established to provide specialized support and programs which address the needs of incarcerated Veterans. Our goals are to improve their personal wellbeing and assist them in positively transitioning back into the community. Our mission statement is to enhance the wellbeing of incarcerated Veterans and increase their chance at successful community reentry by providing an opportunity to closely associate with like-experienced individuals, making resources available to address their special needs, and helping them to establish a dedication to positive living.

The vet pod has numerous programs and one we are very proud is Brigadoon Service Dogs, an organization owned by Denise Costanten from Bellingham, WA. Denise started Brigadoon in August of 2004 because she wanted to do something with her talent as a dog trainer. She felt this would help the disabled community rather than training pet dogs. In 2011, the JBLM Commander asked her to help with a large number of veterans getting dogs from the shelter and calling them service dogs. They were not trained, and fights were breaking out and dogs were running all over the place. Denise brought the program to the correctional setting after a counselor from Cedar Creek Corrections Center (CCCC) was watching her work with the veterans and their dogs. She was then asked if she would be willing to open a program in the prison and have incarcerated individuals train service dogs. Initially setting up at CCCC, Denise then expanded the Brigadoon program to the Veteran’s Pod at Stafford Creek Corrections Center (SCCC) in October of 2014. Our mission and Denise’s mission is to acquire, raise and train service dogs to assist Veterans, children and adults with developmental and physical disabilities. Our program, here at SCCC can vary from 4-6 dogs with up to 14 handlers/trainers. Each dog is paired up with 2 trainers who share equal responsibility for the training, health, and overall safety of their assigned dog. Positive team and group dynamics are extremely imperative to the success of this program. Participating in this program may require you to live with people of a diverse background. This program requires extreme dedication, a willingness to put forth extra time and energy, a strong desire for a positive change in our community and above all, a passion for dogs. Denise takes her program very seriously and Brigadoon express the rights to the dogs throughout their working career. If any matched person(s) misrepresents Brigadoon, then the dog(s) may be removed from that home. All

Brigadoon dogs are required to take a PAT (Public Access Test) in order to graduate and follow-up PAT's after they have been partnered for 12 months. These dogs are products of Denise Costanten's non-profit organization. Her success depends on our capabilities.

Another success worth mentioning is the establishment of American Legion Post 23, which is the only chartered post in prison. The Permanent charter was granted in October 2019 and we had a ceremony in January of 2020. This has brought an enormous amount of consistency in helping veterans get the benefits they deserve.

Other programs available to those in the vet pod include:

- Branch Birthday celebrations that include cake and juice.
- PT exercise on Monday, Wednesday, and Friday
- Yoga for Veterans.
- Monthly PTSD workshops with WDVA.
- Redemption- Self Awareness Classes facilitated by Veterans.
- Honor Guard, Color Guard and daily flag raisings/lowering.
- Vocal Ensemble Group.
- Band Ensemble Group.
- Yarn Group.
- Service Garden.
- Woodworking group with talented individuals creating Gold Star mom memorial boxes.
- Yearly events include: Stand Down (Resource Fair with outside vendors and sponsors), Bingo event for the entire incarcerated population sponsored by American Legion members and Veteran Day Event which involves a formalized dinner and celebration with outside guests.

I don't have much time left to talk about the Skill Building Unit, which is also located in our unit, but I will say the veterans have stepped up and taken the initiative to engage and be positive role models. The Skill Building Unit has been in H5 since April of 2019 and initially I think the veterans and the staff were resistant to the change because it was the fear of the unknown. It didn't take them long to understand the SBU has participants with low IQ and low functioning levels that makes them quite vulnerable to a general population setting. I have seen everyone grow and expand their knowledge of the unique needs of these individuals. I am so proud of the veterans and the staff that work and live in H5.



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1100

July 20, 2021

TO: All Incarcerated Individuals
FROM: Cheryl Strange, Secretary
SUBJECT: Prison Bed Consolidation & Phase One Unit Closure Update

The Department of Corrections (DOC) is undertaking the necessary move to consolidate and close prison units. With a significant increase in the number of vacant beds, and a requirement in the 2021-2023 biennial budget to reduce the prison spending by \$80 million over the next two years, the state must address this unfunded capacity issue now.

Our first step involves moving incarcerated individuals into other living units within a prison facility. This consolidation allows for a reduction in high levels of mandatory staff overtime and decreases the impact of staff vacancies at facilities. Consolidations at the Monroe Corrections Complex (MCC/WSRU-Units C/D), the Washington Corrections Center for Women (WCCW-Unit L) and the Washington State Penitentiary (WSP-Unit G) are now underway.

In recent weeks, we have received much feedback from our prison staff, labor leaders, incarcerated individuals, families, program partners and elected leaders. These emails, letters, meetings, and discussions provided valuable insight to us as we considered next steps for the department. This information was used to inform the decisions on where and when unit closures will occur. We understand the impacts these decisions create and have attempted to minimize the impacts of the closures on the daily lives of those who work for the department and those in our care and custody. After discussions with stakeholders and in consultation with health services, we have removed Unit A at the Monroe Correctional Complex/Minimum Security Unit (MSU) from the Phase One list and will continue discussions to determine if it remains on the proposed Phase Two list.

Today, we notified our Teamster labor partners of our decision to proceed with Phase One unit closures. We will be utilizing reassignments and redeployments temporarily wherever possible to minimize staff impacts and will be engaging in our collective bargaining obligations with our labor partners. Incarcerated individuals will not be transferred to other facilities due solely to unit closures but may be transferred as a result of normal prison operations such as housing classification policies and procedures, or their request if approved. The following are the Phase One units that will close:

<u>Facility</u>	<u>Unit(s)</u>
Clallam Bay Corrections Center (CBCC)	C
Coyote Ridge Corrections Center (CRCC)	E
Mission Creek Corrections Center for Women (MCCCW)	Bear
Monroe Correctional Complex (MCC/MSU)	B
Olympic Corrections Center (OCC)	Clearwater
Washington Corrections Center for Women (WCCW)	L
Washington State Penitentiary (WSP)	G

Prison Bed Consolidation & Phase One Unit Closure Update

July 20, 2021

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Our next step will be to have conversations with stakeholders on the proposed Phase Two unit closures. This phase involves closing units which will likely have impacts on staffing as well as incarcerated individuals and their families.

As of now, there are more than 4,000 vacant prison beds. We will continue to participate in conversations with stakeholders in the weeks ahead to help us gather input and make the best possible decisions for Phase Two. The following are Phase Two units proposed for closure:

Facility	Unit(s)
Coyote Ridge Corrections Center (CRCC/MSU)	Camas, F-Unit
Larch Corrections Center (LCC)	Silverstar
Monroe Correctional Complex (MCC/WSRU)	A/B, C/D
Monroe Correctional Complex (MCC/MSU)	A
Stafford Creek Corrections Center (SCC)	H3/H4
Washington State Penitentiary (WSP)	Unit 10

Phase Two conversations with impacted stakeholders will start the first week of August with the Monroe Correctional Complex, which has the largest staff and incarcerated population currently under consideration. We will be having discussions with staff and labor partners, incarcerated individuals, families, advocacy groups, volunteers, and elected leaders connected to all impacted facilities.

We understand these changes could have potential impacts on incarcerated individuals, families, and other support systems. The department is committed to working toward solutions that lessen such impacts. Such efforts will include a goal to minimize transfers when possible, and to maintain access to education, treatment, cultural/religious practices, and other programming.

Because solutions can come from anywhere, your input is an important part of this process, especially as we listen to themes of concern, and suggestions. Please send ideas, questions and comments to DOCRentryExpansion@DOC1.WA.GOV.

The best decisions come from collaborative conversations, and I am confident we can find good solutions by working together to keep staff and incarcerated individuals safe and healthy while reducing unneeded prison capacity.

SCCC Outdoor Heat Exposure Safety Plan

The new regulations, which take effect on July 13, are in addition to existing rules.

When the temperature is at or above 100 degrees, employers must respond to the extreme heat by:

- Providing shade or another sufficient means for employees to cool down; and
- Ensuring workers have a paid cool-down rest period of at least 10 minutes every two hours.

When temperatures are at or above 89 degrees, the new rules combined with existing rules require employers to:

- Provide water that is cool enough to drink safely.
- Allow and encourage workers to take additional paid preventative cool-down rest to protect from overheating.
- Be prepared by having a written outdoor heat exposure safety program and providing training to employees; and,
- Respond appropriately to any employee with symptoms of heat-related illness

SCCC SUPERVISORY/ MANAGEMENT RESPONSIBILITIES

- Ensure all outdoor post, to include R&M, recreation and perimeter posts have water made available to them.
- Rotate relief officers to provide outdoor posts with 10-minute cool-down rest periods every 2 hours.
- Utilize Staff Dining and Unit Breakrooms as cool-down areas for staff.
- Bottled water will be available to staff in the cool-down areas.
- Report any heat-related symptoms immediately and respond accordingly for staff.
- Consider closing outdoor recreation yards when temperature exceeds 100 degrees.