



# FAMILY COUNCIL MEETING MINUTES

Location: WCCW via Microsoft Teams

Date: 04/17/2023

Time: 1630

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## MEETING ATTENDEES

Charlotte Headley, Superintendent  
Department/facility co-chair

Greg Mansfield  
Family co-chair

Melissa Johnson, CS2  
Facility/council secretary

Dina Johnson  
Family secretary, if applicable

Members present: Linda W, Don Blagsvedt, Kay Nelson, Laurie Dawson, Jason Rice, Susan Sherman, Paul Gillespie, Cindy Robinson, Daniel Jacobs, Jeff Rio, Kari Figueira, Sonja Alley, Blaine MacDowell, Stefanie Olson Schmoker, Kaleena Jones, Paul Gillespie, Kay Nelson, Janet Moriarty, Gerald Holter, Zachary Kinneman, Hyejin, Chastain, Maria Hall, Joshua Henson, Paige Perkinson, Rhonda Roberts, Jeannie Darneille, Don Blagsvedt, Jo Wofford

Non-council member attendees: Tier Reps Angela Ferguson of MSU and Alexia Devlin of J Unit

## AGENDA

Old business

Topic	Discussion/Key points	Next steps
Visitation changes & updates <ul style="list-style-type: none"> <li>• Scanner</li> <li>• Menu for vending</li> <li>• Photos</li> <li>• Other questions/concerns</li> </ul>	<ul style="list-style-type: none"> <li>• The scanner and public access update.               <ul style="list-style-type: none"> <li>○ Supt. Headley reported we just implemented the scanner at public access and it's going really well, it seems to be well received both by visitors and our employees. Our employees are scanned regularly before coming into the facility.</li> <li>○ The scanner is safe for everyone, there are no restrictions on people who are pregnant, have a pacemaker or a medical devise. Flyers are available at the public access desk for those who want one.</li> </ul> </li> <li>• Vending Menu – Can a menu be provided to include photographs of</li> </ul>	<ul style="list-style-type: none"> <li>• Sgt. Henson will follow up with the vendor about the menu items.</li> <li>• Sgt. Henson is also working on getting more than one photographer assigned during visits. To maintain consistency, he is hoping to have more than 1 person assigned as photographer.</li> <li>• Sgt. Henson will work with Ms. Moriarty on a special visit request.</li> <li>• ASO Hall is working with several members of the population to get ideas for the visit room as part of the normalization principals WCCW is implementing. She will report out at the next meeting.</li> </ul>

	<p>the items in the machines? Sgt. Henson reported, unfortunately, the vendor has been slow in getting a menu to him. He is making progress with the vending representative in getting the machines restocked and more cards provided for the machines.</p> <ul style="list-style-type: none"><li>• Photos – there is now a photographer assigned to the visit room during visits to take photos as requested. Seasonal backdrops have also been ordered for the photos.</li><li>• The LFC really wants to work with the individuals inside on a visit project. Maybe include some of the population’s art in the visit room. Would also like to collaborate with them on how we can make visitation a more positive experience for those participating. ASO Maria Hall and Lt. Daniel Jacobs have oversight of the visit program. They welcome all ideas and feedback and look forward to working with the LFC.</li><li>• Now that we are not being tested for COVID, will we go back to being able to arrive 45 minutes before the end of visit to still be able to allow into visiting? An example was given where a visitor arrives at 1030 am and gets processed, but the individuals don’t get called for up to 30 minutes later. They also gave an example of the PM scheduling conflicts due to count times.<ul style="list-style-type: none"><li>○ When it comes to visiting check-in, we have an hour check-in from the start of that time to one hour afterward, and Sgt. Henson is always available over the phone if you’re running late or are concerned about getting to WCCW within the timeframe.</li><li>○ Regarding the PM count, the staff never know if there is going to be an issue or not. There could be extenuating circumstances as to why a visit is running late due to count. Sgt. Henson works very hard to ensure the visit takes place if there have been such issues.</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Sgt. Henson reiterated that he is always available for your questions and concerns. He also goes into the units to meet with the population from time to time to see if they have any feedback or concerns. Please reach out to him.</li><li>• ASO Hall and Sgt. Henson will put a workgroup together to look at pre-covid visitation rules to post covid rules regarding visitation start and end times.</li></ul>
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	<p>Unfortunately, its out of our control if something goes awry with count. Superintendent Headley reiterated that her staff do their due diligence and making sure that a visit can occur.</p>	
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New business

Topic	Discussion/Key points	Next steps
<p>Trans/Intersex/non-binary housing protocol &amp; PREA screening implications (30 mins)</p>	<ul style="list-style-type: none"> <li>• Mr. Mansfield asked, What voice does the women at WCCW have with the process of having a trans/intersex/non-binary person housed with them? Also, what is the trans individuals own view with respect to their safety?               <ul style="list-style-type: none"> <li>○ ASP Figueira answered, everyone is considered with every placement. We have a cell assignment policy 420.140 we follow. This policy allows individuals to move on their own accord when they fall into specific parameters. Requests for courtesy moves are commonplace (even before we housed trans individuals). Luckily, we have some space right now where a lot of times people can have some rooms on their own and it's not a huge impact on the facility. Unfortunately, those in MSU have limited availability with courtesy room moves, due to the size of the population that lives there. Tier Rep Ferguson mentioned she has only had 2 bad roommates in her 17 years. She knows that if she has a concern, she knows who to talk to, that her staff are extremely open to having conversations as needed. She feels that WCCW staff is doing the best job that they can to accommodate and mitigate circumstances where someone feels uncomfortable. Ferguson stated, again as a person listening to what people are saying; I didn't mean to minimize anybody's things that their families are going through. I can honestly say that some of the transgender people here do make me feel unsafe, but I think that maybe more needs</li> </ul> </li> </ul>	<p>Superintendent Headley asked that if you know of specific safety concerns, please tell us. We look at things on a case-by-case basis and its hard to make generalized statements if we don't know specific details. Please encourage your loved ones to use their resources that they have to bring these things forward and be precise. She is happy to have conversations with the LFC and hear your recommendations.</p>

	<p>to go into monitoring those individuals and the track that they're on instead of moving them from room to room and hoping that something will work out I know that some people don't feel that they have the options to go to staff I do believe as Janet said I do probably have more of an opportunity to speak with staff on a more open basis regularly and I feel bad that some people don't have that option and maybe we can think about opening some chains of communication that we can mitigate some of these issues that are going on I'm not sure what the answer is, but I'm willing to try and help figure it out</p> <ul style="list-style-type: none"> <li>○ ASP Figueira stated, we are cautious not to single any one person out. We are responsive to everyone and their roommate issues. Steps we take when these arise, include mediation between the parties, we work hand in hand with mental health as well to ensure people are housed accordingly. With screenings everything is considered in terms of their history, or victimization. The PREA policies cover these areas specifically.</li> <li>○ Superintendent Headley stated, WCCW strives to be equitable in every way and respectful and create an environment where people feel safe and included and we are really balancing all these different thoughts and feelings as well as ensuring that we create safe spaces for women that come to us from different facilities.</li> <li>○ Mr. Mansfield stated, we have a great opportunity here in Washington state to make things better if we work together and hear each other.</li> </ul>	
<p>MSU Discussion (20 mins)</p> <ul style="list-style-type: none"> <li>• Leadership Vision</li> <li>• Concerns of individuals/families</li> </ul>	<ul style="list-style-type: none"> <li>• Superintendent Headley stated that one of the things we have done here at WCCW is trying to find some solid footing with reimplementing pre-COVID practices and programs while implementing Amend philosophies and</li> </ul>	<p>CPM Alley will look into what is going on with the sheets and the sheet sizes as well as the laundry schedule. She stated, its great that we have new staff, the downfall is that we have a learning curve now.</p>

	<p>honoring the guidance they have given us. Assistant Secretary Jeannie Darnielle has put in tremendous work, creating advisory teams with the population and staff alike to develop processes and policies that shape the culture here at WCCW, with that said, there have been changes in MSU. I am happy to announce that we now have Correctional Unit Supervisor Rieck, Sergeant Channel and Sergeant Davis in the unit. I have heard good and bad things with these changes, and this is an open forum for you to discuss your concerns. The employees that we have in place there, are great and want to do the right things to engage our incarcerated along the way. My wish is that we can discuss your concerns and find solutions to move forward.</p> <ul style="list-style-type: none"> <li>o Mr. Mansfield stated, Greg, yes, I'll begin, so it's gotten better. Part of the problem is that Sergeant came in strong. Maybe she's calmed down a little bit, so that's helped a lot, and the other mistake was trying to do too much too soon. Still, there are other areas where, as in medium security units where there are many long-term individuals, some restrictions don't need to go back to. A lot of people are upset about the bedding and the sheets issue. For years now, they've handled their own sheets. You know, washing and sending them off, however, you want to do them, is a pro-social activity and responsibility and a positive thing. They're concerned that the old sheets are too small since they got the new mattresses, so some have retained the old sheets. They're concerned that the sheets don't come out as well from the main laundry unit. It's just an example where they've come accustomed to a routine of doing things that have worked for everyone, and then overnight, with 20 other changes, it's like you can't do this anymore. You're going to get infracted. So that's where the culture is changed where before, they had good relationships with the</li> </ul>	<p>Those that have lived there have taught her how to do her job correctly</p>
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	<p>sergeants and the officers. They became accustomed to a particular way of living that was more livable, and now it's become sort of, you know, it was described to me as like, becoming like CCU.</p> <ul style="list-style-type: none"><li>○ Ms. Moriarty stated, her sister has been in MSU for many years now. She is an active member of peer support, ensures people in her living unit feel heard and supported. Since the new management she feels that she doesn't exist and herself does not feel heard or supported. She potentially will be in MSU for the rest of her life. I am concerned about her.<ul style="list-style-type: none"><li>▪ Superintendent Headley thanked Janet for bringing her concerns.</li></ul></li><li>○ Tier Rep Ferguson stated that she is hearing the same things. The Sergeant on the evening shift rules with an iron fist and that new staff being trained by her. She stated if people want to wash their own sheets, they should be able to do so. There are bigger issues going on that need addressing other than being able to wash your own sheets.</li><li>○ Mr. Rice said the same thing, there are a lot of new staff in MSU and they are not aware of how things were ran previously prior to COVID, but her issues are, she is programming 10 hours a day. So she is concerned about her yard time. She's going to basically not have yard time because she is programming. A person should not have to choose between programming and their basic right of yard time and getting to go outside.<ul style="list-style-type: none"><li>▪ ASP Figueira responded, MSU is our largest population and we had to come up with a plan that would serve everyone, as this yard is shared with those going to the Gym and those that work in PPP. Its also a</li></ul></li></ul>	
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	<p>labor issue that's been placed on my plate in a different way that the concern is that there is no one assigned to that area so its an open yard. We are working on a solution of splitting up yard times for equal access to ensure safety for all the movement that occurs through that area. No one should be denied their time in the yard. We just need to find a solution. Regarding your wife, let's talk offline about that.</p> <ul style="list-style-type: none"> <li>• Superintendent Headley ensured those in attendance that their concerns had been heard. She stated that change is really difficult and a lot of times there's a negative reaction to it, but she's also heard on the other end of the spectrum that they really like there's been some kind of peace that comes with structure of having some expectations in place for behavior and rules and process. We as a management team are trying to find the balance as we do not want women to feel punished or overly controlled, but to put some structure in place because there is some unbalanced areas we need to work on.</li> </ul>	
Budget (10 mins)	Tabled	
Securus	Tabled	
Mail	Tabled	
Cable TV Update	Tabled	

Roundtable open discussion

Topic	Discussion/Key points	Next steps

Next meeting location: WCCW Microsoft Teams Date: 06/16/2023 Time: 1630-1800

Comments: \_\_\_\_\_

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