



FAMILY COUNCIL MEETING MINUTES

Location: Associate Superintendent Barker's office Date: 2/10/2021 Time: 6:00 – 7:30

Teleconference details: _____

Meeting Attendees

Department/facility co-chair: Steve Barker Family co-chair: Tina Wright

Facility/council secretary: Carrie Meyer Family secretary: Hattie Wolf

Members present Dean & Wendy Dubinsky, Loretta Pedersen, Danita Parkins, Connie Hollis, Tina Wright, Steve Kugler, Hattie Wolf, Anna Ivanov

Non-council member attendees: Kent Schroeder, Jim Cerna, Caitlin Robertson, Bill Copland, Carrie Meyer, Steve Barker

Agenda

Old business

Topic	Discussion/Key Points	Next Steps
Welcome & Introductions of persons in attendance.	Family co-chair - Tina Wright; Family Secretary - Hattie Wolf; WSP Statewide Rep - Steve Kugler, Loretta Pedersen, Danita Perkins, Anna Ivanov, Dean and Wendy Dubinsky, Connie Hollis, Associate Superintendent - Steve Barker, Acting Secretary – Carrie Meyer, OCO Caitlin Robertson, Bill Copland, Local Business Manager – Jim Cerna, SW Regional Business Manager – Kent Schroeder	Action Item:
Project Avary	Bill Copland introduced Project Avary to the group: Project Avary started in 1999 in California. 2014 CUBI camp was started, this last year, due to COVID we have not been able to meet or speak to support groups in person, only on line. This is free to join. This is how we normally introduce this to children and of course through incarcerated kiosk messages. This is usually for kids between 10 – 14 but if you have someone a little younger or a little older, then we can consider this. www.projectavary.org It has been determined in the last year that our services are not a good resource. Having a resource or an email going that supports this would be great.	Action item: We are trying to come up with ideas of how to introduce this to the children and their parents, through our website and social media. Possibly put an email on the DOC Website, DOC does not have a very user friendly website, this should be more user friendly.
Discussion of LFC recruitment strategies in light of the virtual elimination of “normal” access to “visiting families.”	It is noted that it is difficult to reach families of new men during in the pandemic time. Some LFC members talk to families as they gather in the visiting area. Bill Copland has done direct outreach to those new to the prison and those with long terms. Mr. Sinclair is the first contact families via letter. Sgt. Beal is the next contact to families. Family emails are added to the data. It was suggested we request a list from the video visit list.	Action Item: Another thing that should be addressed is that a great number of the population meet and create families after they are incarcerated and there is nothing there for those situations.
Replacing Steven Kugler on the SFC	Due to Steve Kugler's recent news, a new chairperson will need to be selected. In the event of no family member coming forward, Wendy Dubinsky is willing to serve in the interim and in that event LFC will notify Jeneva Cotton.	Action Item: An announcement and an invitation for the chairperson will be sent out soon.

<p>Status on moving salaries from the IIBF fund to the prison general fund. Will there be more funds available for family oriented projects if this is accomplished? Who will manage this process?</p>	<p>This has been requested from HQ and something to follow up with at the state wide meeting.</p> <p>Mr. Cerna briefly presented two report spreadsheets. (ATTACHED)</p>	<p>Action Item: State Legislation will have to vote and rule on this.</p> <p>Post meeting followup: family member request for more explanation of this at the next meeting.</p>																
<p>Status update on Jpay Video Visits on Apple Devices. What is the plan to make Apple Platforms work and a reasonable timeframe to complete this task.</p> <p>Status update on flagged JPay Messages. What are HQ and the Ombudsman's Office explanations and correctable solutions?</p>	<p>Dean reports:</p> <ol style="list-style-type: none"> What is the timeline for a Securus VRE that works with Apple Computers? <ul style="list-style-type: none"> We are hoping to push an update on this later this week, it's currently being tested and QA and they will validate the release date. Can you recommend a simple inexpensive Windows based system that can be used until Securus releases a version of the Securus VRE that works with Apple JPay support and Apple systems computers? <ul style="list-style-type: none"> Here are some minimum requirements that should be considered. <table border="1" data-bbox="423 835 1125 1102"> <thead> <tr> <th>Component</th> <th>Requirement</th> </tr> </thead> <tbody> <tr> <td>Processor cores number</td> <td>Minimum required: 2-core processor. Recommended: 4-core processor or better</td> </tr> <tr> <td>Processor cores speed</td> <td>Minimum required 1.6 GHz (or higher)</td> </tr> <tr> <td>Memory</td> <td>4.0 GB RAM and higher</td> </tr> <tr> <td>Hard disk</td> <td>3.0 GB of available disk space</td> </tr> <tr> <td>Operating system</td> <td>Windows 7 and and higher</td> </tr> <tr> <td>Video</td> <td>USB 2.0 or built-in video camera</td> </tr> <tr> <td>Audio</td> <td>Microphone, and speakers (headphones recommended)</td> </tr> </tbody> </table> <p>COMPONENT: Processor cores number – MINIMUM req:2-core processor Recommended 4-core or better Processor cores speed: Minimum required 1.6GHz or higher Memory – 4.0 GB RAM & higher Hard disk – 3.0 GB of available disc space Operating system - Windows 7 & higher Video - USB 20 or built-in; Audio - Microphone & speakers (headphones recommended)</p> <ol style="list-style-type: none"> Will something like a Samsung Galaxy, Amazon Kindle, iPhone or Samsung cell phone work for video visiting until Securus releases a version of the Securus VRE that works with apple Computers? <ul style="list-style-type: none"> Using a phone is not recommended. Please follow above requirements for a successful visit. <p>Geneva states that out of the 40,000 – 60,000 emails that are being flagged, only about 1,000 are valid. This seems like a waste of state resources. This list will be reviewed. At this time, WSP is caught up with JPay emails and though there were a few family members that discovered they were on the I&I list, they are no longer there and this doesn't seem to be holding mail up for the incarcerated individuals or their family members at this time.</p> 	Component	Requirement	Processor cores number	Minimum required: 2-core processor. Recommended: 4-core processor or better	Processor cores speed	Minimum required 1.6 GHz (or higher)	Memory	4.0 GB RAM and higher	Hard disk	3.0 GB of available disk space	Operating system	Windows 7 and and higher	Video	USB 2.0 or built-in video camera	Audio	Microphone, and speakers (headphones recommended)	<p>Action Item: Mr. Herzog has asked that we look at these words and decide which, if any should be removed.</p>
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	<p>Dean feels that this has created an “open loop” process due to the nature in which each facility or individuals are able to choose which words go on the list. It was asked what percentage of this list is being flagged due to being erotic words and how this may be affecting marriages.</p> <p>It was reported that Joanna Cairns is working with DOC to find out the results for all facilities, so this item has been elevated to the state level. Steve has all captains review for what words are being flagged. Caitlin expressed appreciation for Dean’s question on getting the conversation going.</p> <p>ADDITIONAL UPDATE from Dean: Dean sent to Jeneva, Joanna, and copied interested parties a schematic of a proposed process for reviewing/flagging emails.</p>	
Status of CPPC position	We have submitted the request to fill this position for the 3 rd time. We are still waiting to hear if we are able to move forward on this.	Action Item: Waiting for a response from HQ
Status of Custody Unit Supervisor (CUS) and sergeants’ engagement strategies with the LFC	We are still asking someone each week to attend the COVID meetings. It is hard to ask for them to attend the meetings in the evening. They each have families to spend time with, plus it is OT.	Action Item: We will continue to request for early evening meetings; possibly not for Saturday mornings as this opens back up.
Status of US mail, books, and other deliverables.	Due to having approved OT, the Mailroom was able to get caught up. We have caught up with the JPay emails. We at this point are caught up but this is not sustainable for staff outside of the Mailroom to continue to do the JPay email as we have other work that we are assigned. We have been able to assist while things have not been moving and the incarcerated have not been working and programming but now that we are opening back up, this will not be able to be maintained by other staff.	Action Item: The 2 vacant positions in the Mailroom will be filled soon.
Status of the stimulus payments and the debit cards.	If the Incarcerated individual is going to be released prior to May 31 st , they will receive their debit card upon release. If they are not being released prior to May 31 st , it has been requested that the IRS re-issue a check in place of the debit card. The deductions taken from the stimulus check are correct. They are for the PLRA (Prison Litigation Reform Act).	Action Item: The Mailroom, the CUS’s and the Law Library all have these forms. (form sent to group)
Status of Vaccinations of Incarcerated Individuals and Staff at WSP	A couple hundred staff member have been vaccinated and are about done with the 2 nd round. The “at risk” Incarcerated individuals have already received their vaccine and the rest of the population should be receiving theirs as we have it available.	Action Item:
	DOC tracks and reports these on the website.	
Status on educational posters in visiting lobbies and processing hallways.	This is something that was discussed as doable. A family council member has shared links to several colorful posters available on Amazon.	Action Item: We will discuss with Sgt. Beal and Administration
Status of immediate delivery of IMU library books to new incarcerated individuals	Each incarcerated individual is given a book in their IMU entrance bag and they are able to make 2 exchanges a week.	Action Item: This was brought up to the CPM

Status of Book donations to the IMU. What can we do to make this happen specifically for the IMU.	There is not a process in place for donating books.	Action Item: Not allowable
What has WSP done to fulfill the Trueblood and DRW rulings for access to education, jobs, and other programing that allows an individual to improve their security status?	Mr. Sundberg and Ms. Suckow, the state spent 1.2 million to meeting the status updated and offer other programs. We hired another Rec Specialist and then COVID hit and we haven't been able to do anything with this.	Action Item:
Have the vermin been removed from the delivery and food storage areas?	Caitlin reports on this. "I was at WSP, in the kitchen and witnessed the Engineering dept. there. They had done 2 of the flaps at the bottom of the door that just wear out in time and were replacing the 3 rd one while I was there. There were no current signs of rodents. Not sure how many of you have worked the food industry, but I have and I know this is a constant battle. Any time you have food around, you will have vermin! WSP is very on top of this. Ants will always be an issue even though we have someone come in a spray for them.	Action Item:
There are many complaints that chronic medical issues are not being addressed appropriately. How is chronic pain being managed? How long is the wait for surgical repair of injuries that cause significant pain and poor quality of life.	This is something that will need to address with the medical. Mr. Barker specifically indicated for Keith P's issues that returned when he returned to the cell, the cell shares a pipe chase with the next cell and he will put in a work order to check on it. A family member suggested referral or followup to Caitlin as the OCO. Caitlin indicated that a referral should be completed on the Ombudsman form request to be entered into the database. DOC may or may not follow the recommended action.	Action Item: I can shoot an email to Mr. Chlipala for feedback on this.
Can families carry health insurance for the incarcerate individual?	We believe you can carry private Health Insurance. This is something that will need to be asked of Medical at HQ	Action Item:
Can Incarcerated Individual Mattress quality be improved?	There is a piolet project going on at another facility. We are waiting for the results of this to implement at WSP.	Action Item:

New business

Topic	Discussion/Key Points	Next Steps
Roundtable; 2021 LFC meeting schedules; Next Meeting Agenda, Date, and Time	This will be April 14, 2021	Action Item: An invitation will be sent out.

Roundtable open discussion



FY21 IIBF Budgeted PL-CS_Shift Staffing
Staffing Costs[2276].pfrom IIBF to GFS_Narr.

WSP FY21 IIBF
REPORT July-De...

IIBF Expenditure
Detail FY21.x...

Next meeting location: WSP Date: 2/10/2021 Time: 6:00pm

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

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