

FAMILY COUNCIL MEETING MINUTES

Location: Washington State Penitentiary Date: 12/02/2023 Time: 8:30-10:00

Teleconference details: MS Teams Meeting – Local Family Council

/Meeting Attendees

Department/facility co-chair: Brad Bowman Family co-chair: _____


Facility/council secretary: Theresa Vanderbeck Family secretary: _____

Members present: Loren Taylor, Connie Hollis, Lisa Greene

Non-council member attendees: Robert Jackson, Superintendent, Brad Bowman, Assoc. Superintendent; Visiting Unit Sergeant Chase Harvey, Theresa Vanderbeck, CPPC; Jordan Kisling CRT, Scribe

Agenda

Old business

Topic	Discussion/Key Points	Next Steps
Welcome & Introduction (Brad Bowman)	Introduction of all those in attendance. Agenda Management: Brad Bowman Timekeeper:	
Annual LFC Election	The following positions are open: <ul style="list-style-type: none"> Local Family Co-Secretary <ul style="list-style-type: none"> No volunteers at last call, position for 2024 is still open. 	
CPPC Report Action item	Theresa Vanderbeck: <ul style="list-style-type: none"> Fall Activities: <ul style="list-style-type: none"> Activity projects, art projects, candy to celebrate Halloween. Coloring books, crayons, bookmark making, mad libs and crossword puzzles. Thanksgiving: craft frames, bunch of individual pies from Walmart and distributed Winter Events: <ul style="list-style-type: none"> Collaborating with visiting staff on Winter items. Age-appropriate toys will be provided to children and we want to cover everybody so visiting will have it running all month. Had an application sent out to the incarcerated for Christmas presents to be purchased for approved minor visitors. Apple cider, hot cocoa, candy canes will be on offer in the visiting room. 	 2023 2024 WSP IIBF Budget.xlsx

	<p>Schedule for next year not completed yet, Theresa is still working with Sgt. Harvey and the Visiting staff to finalize it.</p> <ul style="list-style-type: none"> ● Volunteers ● September: <ul style="list-style-type: none"> ○ 57 Volunteers came in and gave 397.05 hours of time. ○ Non-religious services Alcoholics Anonymous, Narcotics Anonymous, and cultural events 107.52 hours ○ Religious Services: 289.53 hours ● October: <ul style="list-style-type: none"> ○ 56 Volunteers came in and gave 422.63 hours of time. ○ Non-religious services: Alcoholics Anonymous, Narcotics Anonymous, and Cultural events 145.50 hours ○ Religious Services: 277.13 hours ● Continuously working on recruiting more volunteers to get programs fully running. ● Hoping to have six or seven new volunteers for the next orientation session. 	
<p>Statewide Family Council Updates (Loren Taylor)</p>	<ul style="list-style-type: none"> ● SFC meeting November 18, 2023 <ul style="list-style-type: none"> ○ Agenda items: <ul style="list-style-type: none"> ○ Medical Protocols ○ Mental Health/Behavioral Health Program ○ Process Development: How Families can Address Health Concerns ○ Opioid Use Disorder ○ Institution Contraband ○ DOC Policy Revision: 350.270 Extraordinary Medical Placement ● Medical issues: <ul style="list-style-type: none"> ○ Presentation on medical protocols ○ Loren will forward the presentation to Associate Superintendent Bowman, so we have it at WSP. ● Mental health <ul style="list-style-type: none"> ○ Dr. Karie Rainer. Questions about ACES and why we are not performing the test when incarcerated individuals first come into prison. ○ Unable to bring up Compassionate Prison project. Hoping to work with Mr. Flynn to bring it to all the prisons. Will try to get funding from the legislation this year to hopefully bring these packages to WSP. ● Opioid use disorder <ul style="list-style-type: none"> ○ Medical assistance program. Chemical intervention programs are given closer to the end of the program for those that have Opioid use disorders, but they are waiting until right before release which isn't helping. ● Institutional contraband <ul style="list-style-type: none"> ○ Brandon Marshall/Chuck Anderson. What families need to pay attention to. When someone asks you 	

	<p>to bring something in (don't do this please as it will only cause problems for you, the facility, and the incarcerated individual).</p> <ul style="list-style-type: none"> ○ This is something that needs to be stopped. Sean has mentioned that he has had families that saw issues reaching out to his people to stop things from happening. ● EMP <ul style="list-style-type: none"> ○ This policy has not been updated yet, but they are working on it. ○ This does not necessarily mean being placed outside the facility, but in some cases just being moved to a facility that can handle their medical needs. <p>As of 12/2/2023 meeting minutes for the Statewide Family Council meeting for 11/18/2023 have not been posted on the website. Family Council Washington State Department of Corrections</p>	
--	--	--

New business

Topic	Discussion/Key Points	Next Steps
Ordering	<p>Arts and Crafts Supplies</p> <ul style="list-style-type: none"> ● We would like to know when the residents of the prison can start ordering Arts and Crafts supplies again. 	
LFC Brochure	<p>Family Council/LFC Brochure</p> <ul style="list-style-type: none"> ● Picked up Family Council brochure during a visit at WSP last month, it was the only one that could be found. ● Would like to share it with the council and get permission/feedback on re-doing it as it was pretty awful. ● Theresa Vanderbeck and SGT Harvey are going to work and update the program brochure from 2016. ● Will get together with Dawn Taylor, if possible, because the brochure looks like something that may have been created by headquarters. ● Before Covid they were printed out of the print shop at Monroe and after their print shop closed it stopped being put out. ● Needs to be updated, now with having virtual meetings for the Local Family Council instead of in-person it is more accessible. ● The wording in the brochure is extremely dry and hard to understand for the normal person let alone those that might have other language barriers. 	
Facility Updates	<ul style="list-style-type: none"> ● SB 5131 implementations ● Effective 11/28 changes on placing future deposits in the incarcerated individual's new commissary sub account which isn't taxed the same way that the spendable account is taxed. ● Mike Oberland and Loren Taylor came up with the bill. The agency can take up to 80% of deposits into their spendable for things like incarcerated individual Legal Financial obligations, child support, and other fees. ● It took a while to get things up and running because CI had to be able to pull from the new account, it was supposed to be done in July but the set up took longer than expected. ● People can still send in money orders since it is less expensive, Jpay charges something like 7.99 for \$100 and money orders is like 4.99. if they are doing the whole 500.00 possible a month, it should be around 13.95 on 	

	<p>JPAY.</p> <ul style="list-style-type: none"> • If you send in a money order, please make sure to mark it as "Commissary Account." • When you go into the JPAY or debit part, you will find the new account there. 	
Visiting/Hotel discounts	<ul style="list-style-type: none"> • Hotels in our area can be \$150-\$170 a night especially on the weekends. Gas is still high at this time in most of the state. • Loren has some friends that work with hotel companies. She reached out to them about getting discounts on the west side at their hotels. • Comfort Inn has agreed to do a discount. They are planning to set up a phone number and direct email that you can contact, with the date you are coming to get the discount for your stay. • They discount is probably going to make the rate closer to \$130 instead and with the travel voucher that DOC offers which is usually \$50 dollars it cuts the cost of a night in a hotel by almost half. • For bigger events at the facility like Pow Wow's they can set blocks of reservations, like if they know 20 families are coming, they can get a bigger discount by reserving rooms in bigger numbers for those coming from farther away. • They also have a hotel in Tri-Cities if the visiting families would prefer to stay in a bigger city and then drive to WSP from there. <p>Visiting Room:</p> <ul style="list-style-type: none"> • Extended family visits: We have now added an extra day. That adds the over night of Sunday into Monday. This will help with staffing and its started now. They will reevaluate after 90 days to see about a second additional night. • In the visiting room they are in the process of running electrical to put in a fresh food option. • You would have a card that is not monitored that you load with money, you would select an option, pay with the card at a kiosk. <p>Celebrating birthdays. Is there something the family can do other than family members sending a birthday card? There isn't a program that we've heard of but it's something to maybe look into. Stafford creek used to have a birthday day in their visiting room, but they are set up a lot different they WSP is. Lisa Greene will try and come up with some ideas.</p>	
Educations/Program ming	<ul style="list-style-type: none"> • Brad Bowman is working on making a list of all the programs that WWCC has at the facility. • We are always looking at adding new programs or making them better. 	
Facility Updates	<p>Facility Updates:</p> <ul style="list-style-type: none"> • Close custody unit they had an Xbox game night and mini racecar night. CUS Boyle is doing a great job of coming up with out of the box ways to help out. • Echo unit had their first event since Covid, they are hoping to increase this for those in the close custody units. 	

	<ul style="list-style-type: none"> • IMU North and South are adding more murals and better lighting. • BAR had a first ever trick-or-treat night and karaoke night. • EC is still having Ice cream bucket, where they can order special things • Communication Breakdown class provided by a counselor. Brad will meet with them next week to see about feedback and maybe getting it out to the whole facility. • Hoping to add a concert series, preforms or comedians to recreation programs. These events will increase next year. <p>Amend</p> <ul style="list-style-type: none"> • Nine officers and SGTs went to Norway recently. • Picked those that have influence with others or those that were nay-sayers. They had a meeting last week after they returned and all of them were really excited about the project. • They are going to work on increasing communications. Working together to create better neighbors. They are going to let the officers do their thing for a bit and then bring in the incarcerated and create a roadmap for success. • Positive feedback from Amend on the Norway side of the program, that WSP officers were positive and learned well. Our officers were there for a week. Their first day back at WSP they were eager to get going. • Dynamic security is all about communication and teaching staff how to communicate which will lead to less stress and trauma on everyone's parts. • Sgt. Reed is a great example of this type of program and the feedback from Incarcerated on how they are treated by him. • Dave Pinnington who worked at WSP in the past would walk through a unit and ask those in the dayroom about their days and how things were going. It made the unit one of the best to work/live in. 	
<p>Round Table Action items</p>	<p>Delta Unit OCL Meeting Notes</p> <ul style="list-style-type: none"> • Update: Ice Machines: CUS Denny has two from LCC that are available – is going to reach out to admin to help get them installed. Will keep OCL's updated. • Update: Tablets: CUS Denny contacted the Securus Representative for WSP and he came to the unit the second week of November and dealt with the tablets – CUS Denny will attempt to get a set schedule for the Rep to visit the unit – will keep OCL's updated. • New Item: Photo Program: program in unit has been defunct for some time – several Incarcerated Individuals have tickets for photos they have purchased via CI-CUS Denny to check with CUS Adams and SPL Lancaster about what happened to the program – also to find out if Incarcerated Individuals who don't have visitors can access Visiting to get pictures (free in visiting, but only for those who have visitors). • New Item: Cleaning Supplies: Question about why the dayroom porters can't access cleaning supplies while showers are underway. CUS Denny will ask why. • New Item: Study Time out of cell: CUS Denny will check to CPM and Sgt about allowing Incarcerated Individuals with education classes to be allowed out in the dayrooms for a study hall/quiet time. 	<p>https://amend.us/</p>

- New Item: Time out of cell: Request to expand time out of cells to a full hour out (add 15 minutes on each hour for the movement to and from). CUS Denny will check with the Sgt's about this.
- New Items: Fundraisers and Tournaments: CUS Denny to check with CUS Adams and Lancaster in SPL about getting tournaments and in-house fundraisers going.

Delta Unit OCL Meeting Notes

- Meeting held 11/7/2023.
- Discussed Programing, coming off lockdown, and where to go from that point.

Kudos for Brad, who has brought the EC forward and moving the needle forward and making a difference in those that are less than 6 years to release.

Kudos for visiting staff, that they are the best in the state, that Loren has not had any complaints about them at all.

Lisa Greene asking about elderly accommodations, an older gentleman in close custody had spent his monthly money from his family on movies that he was then unable to watch due to the movies not having Closed Captioning and the Jpay players not having hearing aid compatible headphones.

- Loren Taylor will send an email to Securus about looking into getting these kinds of aids made.
- If they can get his DOC information, they can see about getting him a refund.
- Will see about wellness programs for those that are aging and see if they have those kinds of thing.
- Wellness classes are put on by the incarcerated, they have had like Yoga in the past but is unsure if they have one at this moment.
- Better information in the units about OCL's, making sure there is a better flyer or more information about getting those meeting taking place.
- There has been a lot of changing of staff around in the units which has pushed back getting OCL's going due to having to get people up to date and other issues that have been taking place in West Complex at this time.

Communication from an incarcerated about a reintegration program that had been run in the past in a unit at WSP about it being the best program he had been in, how the unit worked and the way the staff interacted had really helped him.

- Wondering if there is a way to bring that program back or similar. Trauma help, relationship programs. 4 or 5 basic programs that help with re-integration into the community.
- Dr. Lobell who is helping currently with the IMU restrictive housing reform programs at this time and he was part of that program in the past.
- Can these programs come back? It's possible they could come back in some integration. Bits and pieces of the reintegration program are still around but may be called other things.
- These types of programs are things that the department is looking at making happen. Things like Washington Way (Amend), Restrictive Housing reform and Reentry

	<p>programs. Sometimes the department tries to finish a lot of things at once instead of doing a couple smaller things and finishing them before moving on to something new.</p> <p>Solitary restrictive housing program – nowhere in the description for a CO position is there anything about interactions or speaking with incarcerated individuals. The OCO report talks about how many times major infractions are caused by lack of communication and understand about the background of some of the issues that are occurring due to trauma based or mental health-based issues.</p> <ul style="list-style-type: none"> • Restrictive housing program comes with better resources, a team is actually based out in the intensive management units, incarcerated individuals that have been handfals in the past, we are now seeing positive interactions coming from them now. <p>BAR Unit manager, had an incarcerated individual who was having an issue, pulled him into his office and played checkers with him until he was doing better. This is a good example of how communication can make our jobs and living and Working at WSP safer for everyone.</p> <p>Associate Superintendent Bowman ran into an incarcerated individual who was talking about his release, was on his way to an infraction hearing for threatening an officer, Brad asking him if he had talked to the officer about the fact they don't get along and how he would handle that issue when he got out and the Individual realized that having that conversation is better than picking a fight by threatening others.</p> <p>Thankfully with Amend we have the ability to see what worked for Norway and what kind of training we need to implement and getting it going because we are using our old training model still have then having core classes coming into the Penitentiary and having to learn all new things.</p> <p>They are working on writing new programs, making sure we have the money to work these programs over a longer period of time.</p> <p>Lisa Greene asked about staff interactions with Incarcerated individuals if its only Officers.</p> <ul style="list-style-type: none"> • All employees at WSP have a chance of interacting with Incarcerated individuals when they are inside the secure perimeter. For those that work outside the perimeter we also have occasional interactions with Incarcerated individuals who act as porters(janitors) in our office areas. <p>Right now, we have a current resource team of five, they are going to start implementing contact officers, in Norway these are officers that are set as mentors for incarcerated individuals to check in with every couple of weeks to see how they are going.</p> <p>Those that just came back from Norway are going to be working with training staff to try and integrate some of the stuff that they learned, they want to be in the room to train on these items.</p> <p>Incarcerated individual when they are first admitted they go through WCC first where they have initial intake and classification done and then they are sent by transport bus to the appropriate facility.</p> <ul style="list-style-type: none"> • They do play videos about the PREA elimination act and other things are played during their trip. • Will investigate getting the LFC brochures to each unit once they are updated and getting that information 	
--	---	--

	<p>presented during the in-unit orientations once they get to each facility.</p> <ul style="list-style-type: none"> • Working on getting the WSP newsletter out to more people, things that could be sent to their tablets, maybe putting something on the current event tab in their tablets about the LFC. <p>Information in the visiting room may not get LFC information out to others, when she has come for visiting, she's only seen one or two other people, which makes it harder to get that information out to others, so maybe ideas needed for getting the information out about how to come for visiting (signing up, travel, the hotel discounts)</p>	
--	---	--

Next meeting location: WSP MS Teams Date: 02/03/2024 Time: 8:30-10:00

Comments: Please send your Agenda requests with questions to Theresa Vanderbeck at least two weeks prior to the next LFC meeting.

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