

FAMILY COUNCIL MEETING MINUTES

Location: Washington Corrections Center Date: June 14, 2025 Time: 9:00

Teleconference details: Microsoft TEAMS +1 253-372-2181...907666233#, Phone Conference ID: 907 666 233#

MEETING ATTENDEES

<u>Theresa Cohn</u> Department/facility co-chair	<u>Kristel Monte</u> Family co-chair
<u>Jennifer Allmendinger</u> Facility/council secretary	<u>Felicia Daniel</u> Family secretary, if applicable

Members present: Theresa Cohn (DOC), Jennifer Allmendinger (DOC), Felix D'Allesandro, and Carol Welch, Curt and Wendy Schneider: VIA Teams: Mike Douglas (DOC), Joel Nwokike (DOC), Jessica Caldwell (DOC), Kristel Monte, Felicia Daniels, Tammy Light, Helen Russell Samantha Brown, Karen Cain.


Non-council member attendees: LBS Jay Jackson


AGENDA

Old business

Topic	Discussion/Key points	Next steps
Visit Room	When is the coffee station being set up in the VR?	Sent to Evergreen Vending, they are still working on the set up now that the contract was approved. There is no date for the coffee station to be completed at this time.
	We were told we could get the price list for all vending machine items. Has this been provided yet?	Requested with Evergreen Vending. Currently waiting for an updated list due to a missing item on list that was sent out.
	Lanyards for the vending machine cards. Has anyone heard back from Evergreen about obtaining lanyards for the tiny cards?	This was an idea they have not located any for WCC check out as of yet. There has been no reply to the question so far.

New business

Topic	Discussion/Key points	Next steps
Visiting-Outside Area	Updating area to include a swing set and playhouse.	 <p>CTAP incarcerated education program built a play house which is still being worked on.</p>


		<p>WCC has to ensure we make it with in county playground regulations for safety. Waiting on required ground cover and then install.</p> <p>Hoping for Mid-July for this to be completed. Sprinkler system has been put in.</p> <p>The slides are not set up for adults slide down on.</p>
EFV	<p>Both EFV trailers are shut down from July 13, 2025, through July 26, 2025, for major repairs in both restrooms and complete new paint throughout.</p>	<p>The bathrooms were reported as having some water moisture issue. Both need to be completed in full with new installation and ensure no more water damage. At the same time the paint and new couches should arrive that were ordered</p> <p>We would like input on the flooring from family members.</p> <p>We are going to redo the bathrooms.</p>
Reimagine Visiting Project		 <p>20250515 Introducing Reimag</p>
IIBF Requests/Questions	<p>Would like to get multiple portable DVD players for the VR so folks can watch movies at the tables together. This is currently being done at Monroe.</p>	<p>An incarcerated submitted this for review last month. We found the players but are still researching headsets before submitting for approval. WCC will update soon as we retrieve the best options for sanitization purposes. These will come after July and will need to be vetted. The TV in the gaming area of the visit room will also have one.</p>
	<p>What is the status of supplemental budget spending?</p>	<p>There is still money left for Cultural and Visiting room for Children.</p> <p>Yes, this is occurring. The plan for the indoor area to be</p>

	<p>Families have heard there is a children's play gym being installed outside</p> <p>Was this play set requested by families or the population?</p> <p>Will this effect events that happen outside or reduce the space for events?</p>	<p>with the children's museum did not have enough funding to assist WCC, so we will follow up when they have more funding, they asked us to check later in 2025. Instead, we went on the previous family suggestions to provide early last year to have an outdoor area for children and input from the incarcerated who also requested this.</p> <p>It will be an adjustment, but it does not change capacity it will adjust the outside movement, but the stage area is still the same.</p>
Check in times after events	<p>After events, visiting would open at 4:00pm to visit for that day. Recently the times on the DOC WCC website have changed to 5:00pm. What is the reason for this change?</p> <p>Past posting with the 4:00pm check in time-</p> <p>Facility Alerts & Notices</p> <div> <p>Facility Alerts & Notices</p> <p>Before visiting, check this page for notices and alerts that may impact your travel plans.</p> <ul style="list-style-type: none"> Friday, March 14, 2025: Visiting will be closed from 10:00 a.m. to 4:00 p.m. </div> <p>Current posting with time change-</p> <div> <p>Facility Alerts & Notices</p> <p>Before visiting, check this page for notices and alerts that may impact your travel plans.</p> <ul style="list-style-type: none"> Saturday, May 31, 2025: WCC Visit Room will be closed until 5:00pm. Saturday, June 21, 2025: WCC Visit Room will be closed until 5:00pm. </div>	<p>The original time was 5:00 pm or when count clears, when WCC was going to add some changes we had made it 4:00 pm and we were directed not to make any changes and had to go back to the original time. The other things which occur is the cleanup, scanning, count and staff accountability. If there is a large event it may be delayed. Each event depending on the number of participants, may adjust the times.</p>
EFV Visits – Evening Cutoff Time	<p>It seems that the current rule for having to go inside during EFV visits is based on when it's "dark outside," but that's been a bit</p>	<p>We checked with shift to see if they had any knowledge, they did not. There is no directive on times other than facility times. This is a secure area.</p>

	<p>subjective. Some families have been asked to go inside while it's still light out, which can be confusing. Wonder if it might make sense to implement a set cutoff time—maybe one for Daylight Saving Time and one for Standard Time—to make it more objective. Something like 9 PM during April–September, for example.</p>	<p>The incarcerated in the EFV have to go into the EFV the same time the outside movements for TC are returning to living units in the end of the evening. The only time this would be different if there was a weather risk concern or security concern which they would notify you about.</p> <p>This should not have happened. Please let us know if this happens again and we'll look into it.</p>
DVD Recordings for Loved Ones	<p>I guess there is a DVD video recording program that allowed WCC residents to record a message via a camcorder and have it burned to a DVD and then sent to a loved one. I guess it hasn't been used much so they stopped offering this, but since the camcorder and supplies have already been purchased and are on hand, maybe there's still value in offering it as an option—even if just occasionally. It's a small thing, but it could mean a lot to someone.</p>	<p>This is a program for reading a book. The Community Partnership does this during the year. Our staff member has been out for 12 weeks, and we will follow up when they return.</p> <p>Joel will be resuming these recordings as soon as he gets caught up on a few things.</p> <p>Incarcerated fills out a form that is sent to his counselor. The counselor will forward to me once approved. Then the incarcerated will meet with me and a message will be recorded. It is then put on a DVD, which is sent out to the family.</p>
Family Photos During EFV Visits	<p>Some letters are being received as photocopies, even when they're written on standard college-ruled paper. Curious—does all incoming mail get photocopied as a standard practice, or is there a specific reason certain letters are copied rather than the originals being delivered?</p>	<p>Yes, all mail is to be copied, except publications, this was a statewide directive from Headquarters to all facilities. Many drugs are transferred into card stock and letters. This reduces the risk of exposure and contraband introduction.</p>


Plexiglass Height in Front of Vending Machines	I wanted to flag a concern that's come up around the plexiglass installation in front of the new vending machines. Right now, the plexiglass extends from floor to ceiling, and unfortunately, it creates a pretty uninviting experience. Beyond the look and feel, it also makes it difficult for folks to coordinate what items to get, since you can't easily talk through the barrier without walking all the way around. Would it be possible to adjust the plexiglass so that it only goes up to around 5 feet instead of all the way to the ceiling? That might help preserve the purpose of the barrier while making the space feel more open and functional.	<p>The plexiglass wall was installed as a solution to mitigate the sounds produced from the vending machines. While the experience may be unpleasant for some, understand that the visit room is used for more than visiting. The noise mitigation serves its purpose for a multitude of events.</p> <p>Speaking portholes have been installed.</p>
	Why were the barriers required to be installed and how were they paid for? The old system of the line ropes work effectively; how can we go back to that or lower the barrier?	As stated, the plexiglass wall was installed as a noise mitigation solution. After discussion with the engineering team, holes will be drilled in the panels to improve communication between the Incarcerated and the family member making purchases.
Vending Kiosk	Why was the other vending kiosk removed from the lobby?	The second one was temporary as you can set up account at home to load money. It was only for sign up periods. We have requested a second kiosk to Evergreen vending to bring the second one back. It sounds like they will bring back the second kiosk machine.
	Can we have two kiosks in the lobby?	The purpose of the second kiosk was temporary, as the system allows you to load your cards at home. We have requested with Evergreen Vending to bring the second kiosk back.

	<p>The system has been having server issues and staff have to call and have it reset. This has forced people to go into the visiting room with no money on a card to purchase food items. It has also caused the line at the kiosk to get very backed up.</p>	<p>The second kiosk will be returned to the lobby of public access.</p>
<p>Head Mitigation Efforts</p>	<p>Please dedicate someone in your facility to verify the following:</p> <ul style="list-style-type: none"> • You have an adequate amount of sunscreen on hand or ordered, • Your facilities manager has inspected all ice machines to ensure they are in good repair and have ordered additional parts that are frequently needed to be replaced due to high use, • Your medical teams have identified locations where patients can be housed if the infirmary becomes too hot, • Visit rooms have heat mitigation efforts in place as well, • Cooling station areas have been identified, and • Whether or not you have the ability to establish misting stations. 	<p>Information about Heat mitigation, We have ordered cooling towels again this year to hand out to the TC population.</p> <p>Cooling towels should be out to the units by Monday.</p> <p>If they are in a location where it gets too hot, like the greenhouse, they can move outside to get cooled off.</p>

Tier Reps attending LFC	We asked all counselors if they would be willing to come in this Saturday and none were willing to work on their days off. We did not receive any feedback to one time all teams meeting (LFC) on a M-F to have a tier rep present but did not receive any input to attend or change the current meeting to accommodate. We will continue to Offer Overtime if a staff member volunteers.	 Tier Rep Meeting - 04-22-2025.docx
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Roundtable open discussion

Topic	Discussion/Key points	Next steps
SWFC WCC Representative – D’Allesandro		
IIBF	Anything bought has to be physically on site by the end of the month. There are a few things that haven’t arrived but should be here by then. If they are not, then then items would need to be returned, and money goes back. There is revenue for media in IIBF.	
Reimaging	Felix and Kristal have been attending the meetings and have been working with HQ staff on the money for Lodging and Transportation. Looking at setting up a meeting to get wider input from family members.	
Expanding EFV’s	There still is enough interest in expanding EFV’s. Serious consideration for this was mentioned after speaking with Secretary Lang.	
Betterment Fund	Now known as Welfare Fund. \$5 million was moved from the Betterment Fund to prison operations. Trying to figure out what that means for the Betterment Fund. Being dependent on communications, HQ is approaching this like they are going to come up with a plan.	

What incentive programs are the incentive soda, snacks, hygiene items and cardy for?	The unit sets up and purchases what the incentives will be. Ice cream is one.	
Upcoming BBQ	2 days have been approved for this event. July 19 th will be for families and July 20 th will be for adults.	
Release of Information - ROI	Response from Jessica Caldwell - Health Services ROI allows the I/I to select the date that it expires, however, if the I/I doesn't fill in the blank, it expires after 6 months. I'm not seeing a expiration date for custody ROI though	 09-242ES.docx ?
Dental Hygienist	A second dental hygienist will start on July 1 st . They will start on the backlog and will go through list.	
Pop Ups	Joel will use what they have. There is an ice cream maker coming for upcoming events	This must be received by June 30 th .
Family Friendly Package Budget	If you have any input, please send them to Felix or Kristal. Please send any questions directly to Kristal or Felicia	
LFC questions	Please send any questions to Kristal or Felicia. Questions can also be sent to CPM Cohn.	

Next meeting location: WCC PLPC1 Date: 8/9/25 Time: 09:00 am

Comments: You can join in person or via teams. If visiting a loved one, a table can be reserved.

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 16-01, RCW 42.56, and RCW 40.14.

Distribution: **ORIGINAL** - Family Council Co-chairs







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

May 15, 2025

TO: All Prison & Reentry Staff
All Incarcerated Individuals
All Interested Parties

A handwritten signature in cursive script that reads "Tim Lang".

FROM: Tim Lang, Secretary

SUBJECT: Introducing Reimagine Visiting Project

I am pleased to announce that the Washington Department of Corrections (DOC) has formed a multi-disciplinary project team, Reimagine Visiting, to identify opportunities to improve our statewide visiting practices. Supporting strong family connections through visiting can be critical to an individual's successful transition back to the community. Visiting also can serve as a powerful way to promote positive behavior during incarceration. It is important, therefore, that our visit policies encourage and support safe visits.

The Reimagine Visiting project team is made up of staff from the following program areas: Statewide Visitation, Family and Volunteer Services, Research and Data Analytics, Business Services, Correctional Operations, Person Centered Services, Washington Way, and Communications.

I have tasked this group with taking a close look at our policies, procedures, individual prison practices, training, online information, and more. The team will then make recommendations for improvements based on their findings. Feedback from our visit staff, visitors, and incarcerated individuals will be a key part of making sure this team is able to make the most informed recommendations.

Once I receive recommendations, my leadership team and I will determine which items we are able to accomplish. Because this year is an extremely tough budget year for all state agencies, it is unlikely that we will have additional funding for recommendations with a cost. However, our goal will be to use this feedback to update and improve policies and procedures and then request funding from the legislature for improvements with a cost discovered as an outcome of the project team's recommendations.

Visit staff, visitors, and incarcerated individuals can expect to begin receiving outreach to start these conversations with the different workstreams within this project. These workstreams are focused on data, facility research, communications, food services, family programs, policy, and training.

As these groups begin to reach out and ask questions, please share your honest feedback, knowing that the intent is not to form a one size fits all approach, but rather consider where consistency that works for everyone can be applied, and where differences are necessary.

If you are a visitor and you are not currently subscribed to our family member/visitor distribution list, you can do so, on our website to receive information on upcoming opportunities to attend town halls and related surveys.

If you are a staff member who is not currently working in visiting, but have previously and would like to be included in the project teams assessments, please email DOCCcommunications@doc1.wa.gov.

The Reimagine Visiting Project Team is currently working on a process to include incarcerated individual voices in the feedback, for example, kiosk surveys, and informational sessions.

I look forward to receiving recommendations from this project group sometime this fall. And in the meantime, we will continue to communicate with you on updates and outcomes.

Tier Rep Meeting

1st Quarter

Date | time 4/22/2025 1:30 PM | *Location* RAC.

Meeting called by	CPM Theresa Cohn	Attendees	Theresa Cohn, Mike Douglas, Shawn Carnahan, Kerry Halvorsen, Doug French, Robert Owens, Scott Taylor, Cheryl Roiko, Amber Roberts, Shannon Shinn, Richard Johnson, Sean Lancaster, Michael Ackerman, Leon Bronson, Ed Nelson, Bud Fraser, Brent Reiner, and Timothy Quaempts
Type of meeting	1st Quarter Tier Rep Meeting		
Facilitator	CPM Theresa Cohn		
Note taker	Jennifer Allmendinger		

Agenda Items

Topic	Presenter
✓ Questions for 1st quarter meeting	CPM Cohn

Other Information – Old Business

TV Series	<p>The movies provided through the SWANK movie contract are chosen by them and the same movies are provided to all facilities. The only exception to that is during special occasions, like the holidays. Then, I have some input. I can say that most movies on that channel are new.</p> <p>The satellite contract (Dish) and the SWANK contract (movies on one channel 24 hours a day) are 2 separate contracts and have nothing to do with one another.</p>
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New Business

Questions	Responses	Next Step
Staff vs. I/I Basketball game	Per Recreation Supervisor Halvorsen, yes, this is something we could do. We are getting ready to run a 3 on 3 league, so it could be something added at the end of league play.	Kerry Halvorson is currently looking into this.
Phone call ability on the tablets to not be shut off until after midnight for TC I/I's	It was determined that 11 pm was the latest that we would keep the phones on in the units. I previously moved it from 10 pm to 11 pm.	Closed
Can durags and wave caps be allowed in the dayrooms?	The unit rules are clear on what is authorized for head coverings currently in the dayrooms.	Closed
Swan wants to bring up new games for dayrooms	(I don't understand this question, who is Swan?) There was no response from the tier reps. All of the CUS's can order games for their units.	This comes out the money for the units. The unit CUS can check into games for their units.
Stones Change out the stones in the townhouse and stand at Stafford Creek. Uses. Eliminate. plastic particles in food.	If you find something in your food, there is already a process to show the officer so it can be provided to the AC Cook to show what is found. Nothing has been reported to support this claim as of yet.	Closed
Can EFV cancellation list to fill vacancies when people can't go.	This has been addressed prior. There is a spread sheet which tracks all EFV submissions, date submitted, and dates requested. If there is a cancellation in time to fill. The visiting Sergeant who schedules, go to who is next based on the submission date and dates requested.	Closed
Extra chairs in the day room.	Not at this time until looked into.	Douglas will look into maybe adding a back to the stools for support. If you have solutions, submit idea to CUS.

Better procedure to request new items on the commissary list.	This was addressed when MCC CI manager informed the tier reps that any item requested has to replace an item on the list. Requests need to be sent to CI at MCC who operate Store.	As you know, anything that is added to the list, something will need to be removed from the list. If there are enough requests for something, CI will look into it.
Can we eat in the day room? Currently there is only one chair and one table in our cell for someone to eat. The other person has to eat in their bed, which is unsanitary. Eating in the day room causes no security risk or issue, and there is no safety risk or issue. The day room porters do a good job of keeping the areas clean and will continue to do so even if we're eating in the day room.	No there is no eating in the day room.	There is something being looked at as an incentive. There are unit rules. Not everyone is clean. History has demonstrated it causes e garbage left and bartering and selling food items, taking place.
Can we get quarterly cultural events in the yard?	We have to shut the yard down for events as they are weather permitting. All events are scheduled a year in advance. CPPC and Recreation plan the events. The sponsor has to work with the group for events and requests.	There is one event per year for each cultural group. The process for these events take quite some time and doing something quarterly would not be feasible. There are other things going on in the facility that would be shut down because of the events. There is plans for another multi-cultural event by CPPC in the yard.

Why are the education, G building and yard Porter jobs not being filled?	The hiring managers are responsible for hiring.	If they feel like these positions do not need to be filled, then they are put on hold. They do not need to fill all their positions if they feel there is not enough for someone to do.
Why do we not have Redemption, anger management, Nonviolent Communication classes at WCC?	Programs submitted go up for approval, once they are approved then a staff or person has to sponsor the group.	<p>Some of these programs are only held at reentry facilities. That is the way the staffing module is set up.</p> <p>Because of our location, getting a sponsor to come out here can be difficult. They don't want to come all the way to this area. We are looking and making community outreach for volunteers and programs.</p>
Why is there only one adults only event?	We have adult events based on space and events.	Closed
How can we go about getting the music room back in the gym and get this program going again?	This has been addressed previously. The facility is looking for space for this to occur. Many of the areas identified will need construction. WCC has limited space areas, but we all want to see it come back.	We recently looked at the room above the offices in the gym and the floor is very degraded. There is a possibility to get the floor repair for a music room.
Can Superintendent Mason attend our quarterly meetings for tier reps?	He is invited to all the meetings but at times has to send a representative for his absences.	Closed

Can a CI store and food package Rep be invited to these meetings so we can discuss changes?	The staff is located and works at MCC- as discussed, they said to write your requests so they can review,	You can submit your request to the CUS.
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<p>What exactly is the Washington way? How do you expect us to believe any positive change can come from this administration and culture.</p>	<p>The Washington State Department of Corrections (DOC) and Amend at the University of California San Francisco have partnered to bring a health-focused approach to transforming correctional culture inside Washington's prisons and reentry centers with an emphasis on increasing staff wellness while working to better support and prepare incarcerated individuals and residents for their return to society. Amend's primary program partner is the Norwegian Correctional Service, who practice the principle belief that "people go to court to be punished, they go to prison to become better neighbors."</p> <p>Amend also partners with California, North Dakota, and Oregon which has enabled DOC to create a multi-state network of correctional professionals working together to improve the culture in our facilities. Through this partnership and experience, staff have recognized that we are much different than Norway, but we can take these principles and models and make them our own. That is the journey we have embarked on, The Washington Way: Humanity in Corrections.</p> <p>While Norway and Washington are very different, the core of their model is the same as ours: When we treat one another with respect, our environment will change for the better.</p> <p>You will determine your own choices and successes, that is the key.</p>	<p>The incarcerated population believe that staff will not change for the positive.</p> <p>They believe that CPM Cohn is the one in charge and making all the calls.</p> <p>Cohn and Douglas said that she is not the one making the decisions. Management, not just Cohn, make the decisions. Sometime the decisions come from headquarters.</p> <p>Douglas said that he was the one that took away the chairs.</p> <p>Before the property compliance happened, the population knew about it a month in advance. There were 740 checked and only 3 complaints were received. One of the new Amend items is to leave the cell the way it was and not toss things around and leave it for the incarcerated to clean up.</p> <p>Cooling towels were taken because they were not on matrix. Cohn indicated a chrono should have been made. Douglas will work on this</p>
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		<p>and cooling towels will be available again.</p> <p>Tier reps said that there were a lot of complaints, but management didn't hear about them.</p>
<p>How do we get our voices heard for the funds being spent from the IBF? How do we get what we want and not what management picks for us to have?</p>	<p>We get a lot of ideas from Local family counsel. There is a new process being brought out when the policy comes out, Please explain what has been just picked for you. We seek individuals' input. Associate Douglas is meeting with several individuals for input on IBBF purchases.</p>	<p>The IMU is getting exercise equipment.</p> <p>Visit Room is still expanding.</p> <p>Expanding the small yard.</p> <p>The weight deck will be put under a pole building.</p> <p>We also are working with family members on IIBF purchases.</p> <p>IIBF budget is going to get slashed.</p>
<p>Why is there no Vocational school here? Why is that so limited?</p>	<p>Programs are coming back but there has to be space and a sponsor for it.</p>	
<p>Why can't we have peer LED programs? Or attend programs when we have long sentences.</p> <p>LWOP's in programs - It would still be positive even if they can't get out.</p>	<p>Cohn - It doesn't make sense to have LWOP in a group where certificates are given, and it would take up space for someone else who would be leaving.</p> <p>The Flagger's class through DOT sets up the criteria for the class and there are a limited number of seats.</p> <p>There is a grumbling that is still at the higher levels regarding peer led programs. Details are still not known.</p> <p>There is a Mentorship program being developed.</p>	

Can we get a bakery program like CBCC?	He will look into the program at the other location.	Owens will look into this. SCCC also has a bakery program. There is space behind staff dining for a baking program.
Why can't the tier reps be present for the family Council meetings?	We offer a counselor or staff to come in and get overtime every month. We can't force staff to work OT. We have had Tier reps at local family counsel team meeting. We offered Family members to even have a week meeting to better accommodate and they did not respond that is what they want.	Looking for more input from family members to have a weekday meeting. Family members also work during the week.
How can we implement getting better property items like electric toothbrushes or five blade razors?	This is not a local decision as you know. Vendors are approved at HQ level. Suggest a submission through the Statewide family Counsel meeting from family.	
Why is the administration not more engaged with the population? They should be out walking around and talking with us so we can actually work together to make this a better place to be stuck at.	Administration walks around weekly and some monthly. We engage with individuals in many areas.	Cohn and Douglas walk around weekly, There is also someone that will come in during graveyard hours weekly.
Can we get our chairs back in the day rooms?	Not at this time.	

Additional Questions

Can we have totes instead of bags on the floor?	This was priced at \$9,000 per unit. There just is no money for this.	
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Counts – 3 rd shift hasn't changed. It is not being announced in the unit when cleared. Count is always starting and ending late for all unit.		Douglas will look into this.
Codes that happen in lower R's. It affects all of us. Why?	Extra staff and or resources are pulled to assist, and it leaves the areas short so there is no movement.	Douglas will look into this.
Showers won't get clean. There is an orange growth we can't get rid of. Can we use bleach for showers?	Statewide – bleach is not allowed. There is one spray HQ said will work like bleach.	Taylor will get with maintenance
Light pole in middle of the yard. Can it be removed? People are running into it. Padding around pole is rotting		The padding can be addressed. We won't be removing the pole in yard.
Can we get clean rags. We are out of rags. We are not getting towel rags, but T-shifts and are not good.	Sgt. says they are ordered,	Need to stop throwing the rags away when dirty. They need to be returned Douglas will ask Deuel about it.
What is up with the WCC Channel? It is the same 4 things being looped over and over again.		Cohn will look into it.
Incentive garden. When can we get started?	Waiting on the shed to be built to hold the tools. Taylor is working with Benri. There are a copy of hiccups with the shed and who is going to have access to the keys for the shed. Kettel said there are some plants that can be donated.	Kettel said there are some plants that can be donated.

What is going to happen when it gets hot?	There will be more colling towels available, misting stations, water stations and the heat will be turned off to help with colling the unit.	
Outside are for visiting	Visitors have been told that the area can't be used until the cameras are in place.	Cohn will look into this. There is no requirement to have cameras for visiting to take place. The only requirement is that there needs to be staffing available.
Why does it take so long to get to medical. Sometimes it takes 3 weeks.	If you are not getting a response, you can process a resolution.	Cohn will pass on to medical.
Dayroom – can we get screens for the windows. The weather will be getting hot and we are baking during the summer.		Douglas is looking into this.
Fundraisers	There is one fundraiser for each group. After the cultural event for Juneteenth, Carpenter will be working on a fundraiser.	

Washington Correction Center (WCC)
Incarcerated Individual Betterment Fund (IIBF)
FY25 Monthly Budget to Actual Report: July 2024 thru April 2025 - FM22

Account Code	Budget Category	Proposed Name - Programs/Events	Total FY25 Budget	Expenditures	Fee Recovery	Remaining FY25 Budget	Brief Description of Expenditures to Date
88125	NR08	EXTENDED FAMILY VISITS	2,600.00	2,600.00		0.00	wood & supplies to build outdoor chairs, balance of funds used for recreation
88160	NR19	RECREATION EXPENDITURES / FEE RECOVERY (\$7 quarterly, per I/I)	6,845.00	6,381.89	(9,884.00)	10,347.11	vacuum cleaner for gym, cables for helios machines, basketballs, pinochle playing cards, credit for first vacuum(not recvd), board games, hygiene prizes, weight bars, replacement pads, return shipping charge, soccer net, running race clock, cable ties, zip ties, photo backdrop, backdrop stand, pool table triangles, more equipment, bearings, stickers
88170	NR21	TV RENTAL PROGRAM / FEE RECOVERY (\$3 per month, per I/I)	0.00	1,980.00	(3,397.30)	1,417.30	rental tv fees collected, monies used to cover incentive items (hygiene items, candy) costs, freezer for incentive ice cream
88180	NR27	UNIT ACTIVITY	2,400.00	1,724.46		675.54	cooling towels, irons, microwave, incentive soda & snacks
88190	NR30	VISIT ROOM	4,845.00	3,746.75		1,098.25	new toys for toy chest, board games,potty training seats, air freshener, baby changing station sanitary liners, toys and supplies, jumbo wood building blocks, children's handyman workbench, PS4 controllers, LEGO sets, building blocks, card & board games, Pandasaurus card games, black light, retractable belts
89110	CULT	SPECIAL PROJECTS - RESTRICTED CULTURAL PROGRAM	7,295.00	1,540.28		5,754.72	décor, table covers, banners for multi culture event, food and meals
89110	EFVC	SPECIAL PROJECTS - EFV CONSUMABLES	4,500.00	2,985.14		1,514.86	DVD players, kitchen utensil sets, drinking cups, bedding and bath rug replacements, BBQ lighters, dish soap, shower chair, waterproof mattress protectors, mattress protectors, hand mixer, meat thermometers,cooking oil, alarm clocks, blu-ray/dvd player, cart, raman bowls, electric wok/skillet, can opener, waffle makers, BBQ grills, toilet training seats, dish soap, scrub sponges, oil spray, mop heads, cheese graters, can openers, meat thermometers, shower curtain liners, pizza cutter wheels, measuring cup sets, safe cut can opener, vacuum cleaners, construction toys for indoor/outdoor play, toaster, sink organizers, electric griddle, bed pillows, pizza baking pan, cake pans
89110	SREC	SPECIAL PROJECTS - RECREATION / YARD ENHANCEMENTS	27,150.00	0.00		27,150.00	
89110	SREC	SPECIAL PROJECTS - RECREATION / EQUIPMENT	40,000.00	0.00		40,000.00	
89110	SFAM	SPECIAL PROJECTS - FAMILY FRIENDLY SUPPLEMENTAL	7,900.00	7,044.69		855.31	outside tent for family events
89110	SCHI	SPECIAL PROJECTS - VISIT ROOM CHILDREN	32,580.00	1,851.63		30,728.37	interlocking antifatigue mat tiles
89130	FF01	FAMILY FRIENDLY - BACK TO SCHOOL	3,750.00	3,653.63		96.37	backpacks and supplies to fill them, meals for event
89130	FF12	FAMILY FRIENDLY - FALL FESTIVAL	1,500.00	1,460.39		39.61	tablecloths, décor, candy, gifts, plastic ware, table décor, food for event
89130	FF20	FAMILY FRIENDLY - FATHER/DAUGHTER DANCE	862.00	0.00		862.00	
89130	FF20	FAMILY FRIENDLY - FATHER/SON FAMILY FOCUS	863.00	0.00		863.00	
89130	FF37	FAMILY FRIENDLY - MARRIAGE CLASS/SEMINAR	1,700.00	902.72		797.28	items to create a FF bulletin board in the VR, reimb instructor for shipping books for class
89130	FF40	FAMILY FRIENDLY - LODGING ASSISTANCE PROGRAM (LAP)	15,000.00	4,568.51		10,431.49	assistance issued by DOC HQ
89130	FF61	FAMILY FRIENDLY - SPRING FLING	1,462.00	0.00		1,462.00	
89130	FF69	FAMILY FRIENDLY - WINTERFEST	2,325.00	2,216.07		108.93	toys, décor, gifts, food for event
89130	FF91	FAMILY FRIENDLY - VIDEO PROGRAM	500.00	0.00		500.00	
89130	FF95	FAMILY FRIENDLY - SUMMER BBQ	3,000.00	2,152.63		847.37	décor, crafts, gifts, meals, photo supplies for event photos
89130	FF96	FAMILY FRIENDLY - SIGNIFICANT PERSON DAY	1,065.00	1,077.48		(12.48)	light refreshments, white dress shirts, ties, games, décor, gift items
89130	FF97	FAMILY FRIENDLY - SPECIAL ADULT DAY	1,700.00	1,593.40		106.60	gifts, table décor, greeting cards, meals, camera mounting adapter
89130	F107	FAMILY FRIENDLY - VR FREE PHOTOS PROGRAM	3,400.00	2,681.10		718.90	photo paper, ink tanks, maint box, batteries, toner cartridges
89130	FPOP	POP UP FUNDS -	300.00	296.49		3.51	to cover overage of Fall Festival meals cost
89170	OP03	CABLE TV / FEE RECOVERY (\$0.50 / mo per I/I)	0.00	0.00	(3,475.83)	(3,475.83)	cable tv fees collected
Report Total			173,542.00	50,457.26	(16,757.13)	139,841.87	
			173,542.00	33,700.13		139,841.87	



**GENERAL AUTHORIZATION FOR
RELEASE OF INFORMATION
AUTORIZACIÓN GENERAL PARA
DIVULGACIÓN DE INFORMACIÓN**

I/Yo, _____, hereby grant the following organization to release the information described below from my records/*concedo a la siguiente organización que divulgue la información descrita a continuación de mis registros.*

Name of organization/*Nombre de la organización:* _____

Address/*Dirección:* _____

City/*Ciudad:* _____ State/*Estado:* _____ Zip: _____

Release information to/*Comunicar la información a:*

Name of organization/*Nombre de la organización:* _____

Address/*Dirección:* _____

City/*Ciudad:* _____ State/*Estado:* _____ Zip: _____

Information to disclose from my records/*Información a revelar de mis registros:*

Information will be used/disclosed as follows/*La información se usará/divulgará de la siguiente manera:*

Signature/*Firma*

Date of birth/*Fecha Nacimiento*

Date/*Fecha*

Witness/*Testigo*

Signature/*Firma*

Date/*Fecha*

This authorization is valid for 90 days from the date of signing/*Esta autorización es válida durante 90 días a partir de la fecha de la firma.*

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 16-01, RCW 42.56, and RCW 40.14.

El contenido de este documento puede ser objeto de divulgación pública. Los números de la Seguridad Social se consideran información confidencial y serán redactados en caso de que se solicite. Este formulario se rige por la Orden Ejecutiva 16-01, RCW 42.56 y RCW 40.14.

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