



FAMILY COUNCIL MEETING MINUTES

Location: AHCC/Teams
12:30pm

Date: 12/6/25

Time: 10:30am-

Teleconference details: _____

MEETING ATTENDEES

Associate Superintendent Jim Parker
 Department/facility co-chair

Sandy Hickey
 Family co-chair

Cooper James
 Facility/council secretary

Gwen McIlveen
 Family secretary, if applicable

Members present: Ellen Hargrove, William Hargrove, Bonnie Dixon, Birdie Hough, Stephanie Hough, Pam Burroughs, Tori O'Shaughnessy, Micah Sullivan

Non-council member attendees: McKenzie Thomas, Megan Pirie, Sgt. Sides, Officer Rayback, Officer Easter, Officer Korneichuk, Zak Kinneman (OCO), Christine O'Bleness (DOC), Incarcerated: J. Reyes #937676, J. Wheeler #329647, J. Bozo #421948

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Securus Tablet Update	<ul style="list-style-type: none"> • Per CS1 Freese-Turns: The recruitment for FSCA's on the west side of the state and in CRCC have been hired and will be starting next week. AHCC FSCA Nancy Steel's last trip to the west side will be this week. The week of November 17th she will be returning to her normal schedule of Monday, Thursday, Friday at AHCC until the new staff at CRCC is fully trained. • Per CS1 Freese-Turns: Our waitlist is currently at 148 I/Is for tablets. 	
Fresh Market Update	<ul style="list-style-type: none"> • Vending contracts have been reviewed; discrepancies have been found by AHCC and HQ. • AHCC is currently looking into moving the vending 	

	<p>area to one of larger spaces in the visiting room. That will be a project that will be looked at over the winter. Added to Action Items.</p> <ul style="list-style-type: none"> • Per ASP Parker: All questions/comments/concerns regarding vending are quickly forwarded to the vendor. The vendor responds timely and has been helpful thus far in these situations. 	
--	--	--

New business

Topic	Discussion/Key points	Next steps
SFC Report	<p>2026 SFC Officers:</p> <ul style="list-style-type: none"> • Elise McKinnon – Co-Chair • Felicia Daniel – Vice Co-Chair • Andi Shotwell – Co-Secretary <p>Facility Updates:</p> <ul style="list-style-type: none"> • Stafford Creek: Due to an uptick in violence, the facility was put on restricted movement on November 5. As of November 15, things are improving, but still not back to normal. During this time family members were told not to call for information about what was happening and that they would be given updates. That did not happen. <p>1. Washington Corrections Center: Visitors are concerned about the body scanners. For several people the scans lit up, they were pat searched and</p>	<p>Follow up on the old information getting transferred to the new tablets.</p> <p>Follow up on the clear bag for staff members requirement statewide.</p>

nothing was found, but they had to go through the scanner again, it lit up again and they were pat searched again and nothing was found. It took one woman 45 minutes to be cleared. Because of the scanner repeatedly lighting up, another person wasn't allowed in the visiting room and had to go to a non-contact visit.

2. Concerns about whether or not data from the old tablets will transfer to the new tablets coming out next year.
3. No dental hygienist on site for two years.

- Coyote Ridge Corrections Center:
 1. Telehealth will be available for incarcerated individuals so they can set up appointments prior to release.
 2. Family members are not receiving their video visit coupons.

Secretary Time: Tim Lang

- Jason Bennet will follow up with Securus concerning issues with the tablets and video visits.
- The issues with the body scanner will be looked at.
- Re-imagining visitation committee will release their full report by the end of November.
Suggestions being looked at include: better

	<p>communication with families when visiting is closed, producing an orientation video for new visitors, implementing a process for families to make reservations for visiting, and making visitation staff positions specialized posts.</p> <ul style="list-style-type: none">• The state budget looks bleak. The governor's budget will be released on Tuesday.• Evaluating the possibility of implementing digital mail. Contacting other agencies that are using digital mail. <p>Drug Introduction: Charles Anderson</p> <ul style="list-style-type: none">• Contraband is coming through regular mail and legal mail.• Spice drugs are a major problem. There are nearly 700 varieties of spice. <p>Spice drugs are synthetic cannabinoid products blended with other chemicals. They are highly dangerous, unpredictable, and can cause severe health problems including death.</p> <ul style="list-style-type: none">• Staff are being searched more often.• One facility requires staff to use clear bags to bring in items. This is being looked at to apply to all facilities. <p>Community Partnership Program: Lorne Spooner</p> <ul style="list-style-type: none">• Recruiting and training volunteers continues.• Information regarding parent/teacher	
--	---	--

	<p>conferences will be made easier to access.</p> <p>Open Forum:</p> <ul style="list-style-type: none"> • Communications from headquarters and facilities needs to be improved. • A schedule for when superintendents will be attending SFC meetings will be provided to family members. • Ongoing discussions are being held concerning how to sustain programs within the budget limitations 	
<p>Tier Rep Minutes Summary</p>	<p>LFC members have not received MSU tier-rep minutes from the last couple meetings.</p> <p>What is the estimated timeline for outside weight deck?</p> <ul style="list-style-type: none"> • Per ASP Parker: Outside weight deck will be available next spring. <p>WO2 Morcom: 200 kiosks in property he has been working through. Main tier reps said individuals in their units are sending multiple messages to get items like socks and have been waiting about 2 months on occasion to receive the items.</p> <p>Why is there no access for family members to get notified of which magazines are approved list is not public?</p> <ul style="list-style-type: none"> • AHCC will look into why this is not a public facing list. <i>Added to Action Items.</i> 	

	<p>Cultural events policy update?</p> <ul style="list-style-type: none"> • Per Director of Person Centered Services Megan Pirie: The policy is currently in the final revision stages. The policy number is 560.250 and will hopefully be out before the new year. “<i>Cultural Groups and Events</i>” is the policy name, during this time the religious policy has also been getting reviewed. <p>Did the handbooks get updated and sent out to the population?</p> <ul style="list-style-type: none"> • Per ASP Parker: The handbook has not been completed; within the next 60 days it will be reviewed. Additionally, per Megan Pirie, the handbook that all incarnated individuals receive when they arrive to WCC is also getting updated. <i>Added to Action Items.</i> <p>Delivery of fundraiser update?</p> <ul style="list-style-type: none"> • Per ASP Parker: Yokes will split up delivery dates between December 16th and 17th. Units N, R, and T and both MSU units will receive their orders on the first day. Units K, L, and M will receive their orders the next day. The donation amount will be around \$3,000 roughly. 	
DOC Updates & Announcements	<p>AHCC Updates:</p> <p>November Events:</p>	

	<ul style="list-style-type: none"> • November 5th – Pagan Event <p>December Events:</p> <ul style="list-style-type: none"> • December 9th – Pawsitive Dog Program Graduation • December 13th – Santa Comes to Visiting <p>EFV resource guide was updated last month.</p> <p>There is a new program on the tablet, it is called Atlas. It is a substance abuse resource. Classification staff in the living units have been exposed to the app and attended a training about Atlas.</p> <p>Tentatively, February 1st of 2026, food service will transfer back to being managed by the Prisons division. Along with this change, incarcerated jobs in the kitchen will become class 3 jobs, which are not subject to deductions. (This change affects the kitchen only, not the food factory)</p>	
<p>GRE & Re-Entry Navigator</p>	<p>Community Corrections Supervisor Christine O’Bleness’ presented a PowerPoint on GRE. Attached is the PowerPoint. GRE Presentation</p> <p>Can you qualify for GRE if you have any enhancements?</p> <ul style="list-style-type: none"> • Per Christine O’Bleness: Yes, we accept enhancements. 	
<p>Visitation</p>	<p>LFC members feel that visiting should not be closed for a full day due to events and that EFV check-ins</p>	

should still occur on event days. Is this a possibility?

- **Sgt. Sides:** Due to the staffing model we have, visitation staff would not be able to process EFV's and handle events.

Why are EFVs not being processed on the Santa Comes to Visiting day?

- **Sgt. Sides:** Due to the timeframes, staffing, and the amount of items that need to be searched to process EFVs it would take too long to process them on December 13th. We are unable to run an event and accommodate the hour it takes to process EFVs.
- **Per ASP Parker:** I am working with Visiting staff to make this possible for future events. ***Added to Action Items.***

Why can't main visitation still be open if the Santa event ends at 3:30pm?

Since there is not cable in the MSU EFV units, could an internet box like T-Mobile or Verizon be put in the building area so families could use streaming services?

- This is ongoing. ***Added to Action Items.***

Why include chips, candy, pastries etc. as 3 items on the plate? Obviously there is an over abundance of that there, so just curious why included that as the 3 items?

- **Sgt. Sides:** The reason for the 3 items is to prevent over crowding on the table.

Regarding drinks, why limit 1 for each plate? There are a lot of drinks to choose from and I wouldn't think that it would run out over a couple visiting days.

- **Sgt. Sides:** The same for the drinks, it is a safety and security issue. Everyone has an opportunity to go back for more.

Per Sgt. Sides:

- Ziploc bags for keys, ID cards, and market cards will now be provided by Visitation staff. This will help reduce the loss of items. Visitation will have new bags for each visitor for each visit if they need them. Bags will remain on the tabletop. Visitors can mark their table number on their bags.

There is no way for I/I's to wash hands before eating after playing games.

- **Per Sgt. Sides:** there are bathrooms at the back of visiting available for them to wash their hands.
- ASP Parker and visiting will work on improving this process. ***Added to Action Items.***

Can Visitation staff post the visiting schedule in visiting?

- **Per Sgt. Sides:** There are 3 copies of the schedule hung up in visiting.

Is the phone number for visitors to contact when running late up to date on the website?

- **Per Sgt. Sides:** This is being worked on. I am not at my desk a lot of the time so I am working on the calls getting directed to one person that can contact me via radio in these situations.

What is the limit of visitors for regular visits?

- **Per ASP Parker:** Currently 4... The number of visitors for each visit will increase on January 1st, 2026, to an incarcerated +7 visitors' model. Anything above 7 visitors will need to follow the special visit process after January 1st.

How can games get updated in visiting?

- **Per Sgt. Sides:** I have a lot of games brand new in their packaging, but they are not games that are wanted by visitors. Visitors can contact Cooper James to get new puzzles and games ordered.

As part of reimagine visitation, there have been recommendations for more crafts, HQ is looking into more ideas fulfill these requests and recommendations.

Can visitors order games to donate to facility and have them sent directly to AHCC?

- **Per Sgt. Sides:** AHCC cannot facilitate a return on the visitor's behalf. If there are games that are wanted, AHCC will just

	<p>order them using IIBF funds.</p> <p>2 more pillows are needed on queen beds in MSU EFVs.</p> <p>AHCC used to have a coffee/hot chocolate machine that was removed due to not having clear cups. Can this be brought back?</p> <ul style="list-style-type: none"> • Per ASP Parker: This will be looked into and will be included in the relocation of the vending area. Added to Action Items. <p>Why can't I/I use clear cups?</p> <ul style="list-style-type: none"> • Per Sgt. Sides: Due to availability of cups and not being able to keep them stocked due to the cups being stored in a multi-purpose room. This is currently being worked on by Associate Parker and Sgt. Sides. Added to Action Items. 	
Events Update	Time did not permit the group to review this topic, but copies of the 2026 events calendar were handed out to all attendees.	
Tier Reps	<p>Main:</p> <ul style="list-style-type: none"> • Visitation: <ol style="list-style-type: none"> 1. I/I's not being able to wash hands after playing games. Added to Action Items. 2. Can times be changed when visitors and I/Is can use the restroom? Added to Action Items. 3. Can a menu be made for what's in the vending machine that I/I's can 	

	<p>view? This would save the visitors from making multiple trips to view items and would save time. Added to Action Items.</p> <p>MSU:</p> <ul style="list-style-type: none"> • Visitation: <ol style="list-style-type: none"> 1. More vegan/vegetarian food options in visitation for people that do not want to eat meat would be nice. Added to Action Items. 2. Having issues with kiosk for video visits in C4 and Dayroom #3. (Main has also been having these same issues) 	
--	--	--

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Roundtable/Wrap-Up	<p>Can visiting schedules for 2026 be printed out for each unit to post?</p> <ul style="list-style-type: none"> • Visiting schedules are currently posted in the units. <p>Will Christmas and Super Bowl bags still be received?</p> <ul style="list-style-type: none"> • Per CPM Duenich: Talked with Mr. Spooner today at HQ, holiday packages are completed and will be sent soon, via C.I. <p>Can it be ensured that staff badges are on the outside of jackets during the wintertime?</p> <ul style="list-style-type: none"> • This will be addressed. <p>Can there be more non-caffeinated/carbonated drink</p>	

	<p>options? More juice options, milk/chocolate milk?</p> <ul style="list-style-type: none"> • This will be looked in to by AHCC. Added to Action Items. <p>Some incarcerated did not receive a thanksgiving dinner even though they did opt in to the meal.</p> <ul style="list-style-type: none"> • This will be looked into to see if these issues are only affecting those with special diets. <p>For the facility tour LFC members will take in February, Associate Parker needs to know number of people that will be attending ahead of time to ensure tour is okayed by Superintendent Haynes.</p>	
--	---	--

Next meeting location: AHCC/Microsoft Teams Date: 2/27/2026 Time: 10:30am-12:00pm

Comments: LFC Facility Tour happening on Thursday, 2/26/2026.

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