FAMILY COUNCIL MEETING MINUTES

Location: Virtual - MS Teams Date: 3/21/26 Time: 10am-2:30pm

Teleconference details: MS Teams - Meeting ID: 252 519 526 639 07

MEETING ATTENDEES

James R. Key, Deputy Assistant Secretary
Department Co-Chair

Elise McKinnon
Family Co-Chair

Felicia Daniel
Family Vice-Chair

Brianna Reames, Executive Assistant to James Key
Department Co-Secretary

Andi Shotwell
Family Co-Secretary

Members present: AHCC-Stephanie Hough; MCC-Danica Seavoy; SCCC-Daphne Nolte; WCCW-Greg Mansfield; WSP-Sally Boyle
Not present: CBCC-Vacant; CCCC-Diane Sifres CRCC-Scarlett Williams OCC-Nancy Johnson; WCC-Felix D'Allesandro

Superintendents present: Karin Arnold -SCCC; Eddie Reetz-CBCC

DOC Staff Presenters: Andrew Votry, Case Management Services; Kristen Morgan, Senior Admin; Sarah Sytsma, Deputy Assistant Secretary-Reentry

Commonly Used Acronyms

SFC *– Statewide Family Council* ***LFC*** *– Local Family Council* ***FC*** *– Family Council* ***DOC*** *– Department of Corrections* ***OCO*** *– Office of Correctional Ombuds*

Prison Facilities:

AHCC *– Airway Heights Corrections Center*
CBCC *- Clallam Bay Corrections Center*
CCCC *- Cedar Creek Corrections Center*
CRCC *- Coyote Ridge Corrections Center*
MCC *- Monroe Correctional Complex*
MCCCW *- Mission Creek Corrections Center for Women*
OCC *- Olympic Corrections Center*
SCCC *- Stafford Creek Corrections Center*
WCCW *- Washington Corrections Center for Women*
WCC *- Washington Corrections Center*
WSP *- Washington State Penitentiary*

AGENDA

Topic	Discussion/Key Points
Welcome	Introduction of James Key as the SFC Department Co-Chair. Welcome to the Family Councils, DOC staff, the OCO, and everyone who joined today.
Agenda Review, Action Item Review, Election Announcement Brianna Reames, DOC Co-Secretary	Agenda reviewed (*Attachment #1*) Action Items: There is no update yet on the staffing model report.
Facility Updates	AHCC: We talked a lot about vending and family visit room. This is my first meeting, and I just accepted the position last week. I'm not prepared for this meeting, but I will be next time. I'm excited to have the position. CBCC: Absent CCCC: Absent CRCC: Absent MCC/Danica Seavoy: At the last meeting, there were questions regarding chemical dependency, they're short staffed. They've had an ongoing staffing shortage for the Chemical Dependency Program. They do have a staff member who is able to conduct assessments, but they are working to make sure individuals aren't delayed in GRE consideration due to treatment assessment needs and they are trying to find staffing for treatment programming. We'd like to see a pathway for individuals to reach EFV's, like if they have DV history but the response was that DV is treated on a case-by-case basis so it wouldn't be appropriate to have a standard pathway. They'd like to move the EFV trailers, but it would reduce outside visiting space. The EFV are currently located in WSR. The

	suggestion was to move them outside of TRU, where they were located some time ago. The response we were given was that the EFVs were relocated years ago, reportedly for ecological reasons. Moving them again would require a larger discussion. They were previously located in the area outside of Visiting. Relocating them back would reduce space currently utilized for outdoor visiting. There were questions about new Securus tablets, but no update was given. There were questions regarding the maintenance move and how it will affect job assignments. Admin is determining how they will be affected. Maintenance has requested that individuals restricted from loading dock access not be assigned to maintenance at this time. Questions regarding the water project, they may have to move people and they're working on a strategy for movement. There were also questions about bathroom breaks, there had been no set time during visiting but there is now. OCC: Absent SCCC/Daphne Nolte: We have a full slate of elected members and that's the first time in the three years since I've been here. We have Analia Wheeler as LFC Co-Chair and Andi Shotwell is the co-secretary for our LFC and SFC. And I'm happy to be back as the SFC representative for SCCC. We're also lucky to have Ms. Arnold on the meeting today. Ms. Arnold, you are well represented, thank you! We had a really great meeting in February. It was let off by James Aliff, the head of CI at Stafford Creek. Stafford Creek has the only furniture factory in Washington DOC with 100,000sf. The I/I say it feels like being in Boeing. CI employs 150 people in the furniture factory, where they learn many skills, including CAD design, welding, upholstery, shipping and receiving, and custom assembly. They are able to earn certification in a variety for fields after 1,500 hours of work. They build all the furniture for the WA state agencies, such as DSHS, DNR and DCYF. They do a lot of work for the University of Washington (UW). They are currently working on building 800 dorm rooms for UW, in addition to the 17,000 dorm rooms they have already completed for UW. The furniture is built from scratch, which even includes frame, springs, batting, and upholstery. 98% of the products produced at Stafford Creek are designed by incarcerated individuals on CAD software. They are trained and mentored in the early years and become subject matter experts after five or six years. One formerly incarcerated person reported that he made $80,000 working as a CNC machine operator during his first year after release. Another obtained a position as an engineer with the skills he had gained working for CI. CI also has as welding center at Stafford Creek. The manager, Mr. Aliff, said that all their welders are top-of-the-line, and will be able to work as welders when they leave Stafford. Mr. Aliff works on site at SCCC every day and he's very involved. Freedom Tails is the dog training program at SC and sponsored by DOC. 16 residents from H2 and H3 are designated handlers of the dogs, with an additional 16 backups who can assist when the primary handler is called away from duty by something such as a medical callout. The trainers are trained by two AKC trainers. The backups are trained with all the same skills as the primary handlers. A separate resident serves as a kennel custodian who also writes a blog for the cute stories about the individual dogs' personalities and progress to ready them for adoption. The dogs stay with their handlers 24/7. They earn a "good citizen" certificate when they have completed their training and are ready to go to their forever homes. Puppies are trained for six weeks and receive a Star Puppy certificate. Greg says the handlers and backups are as good as any trainers on the outside. He is obviously very enthusiastic about the program and very proud of his workers. Lots of residents want to work with the dogs, and there is a waiting list for the program. Freedom Tails was established at Stafford Creek in 2009 and has and trained and placed 470 rescue dogs in that time. For the Christmas Children's event, the children decorated t-shirts to take home for their teddy bears. Children and their fathers also selected a decoration to put on the Christmas tree. Some of the fathers said they had never had the opportunity to decorate a tree with their children before. The event was so popular that it will be brought back next Christmas. The adult event included karaoke and break dancing, which was also very popular. Cheyanne worked with an incarcerated individual to write an article about the event and was told that this was the first time the residents had received such an article from a resident. Thirteen new volunteers were going to receive training the week after our LFC meeting Stafford has also found a new sponsor for their Yoga Behind Bars program. The restrictive housing unit has a new program called Coffee Corner. Area Supervisors meet with I/I's over coffee and answer questions and take input on things going on in RHU. For the first time in a long time Stafford's substance use disorder treatment staff are fully staffed in both the general population and restrictive housing. That means that SUD treatment is occurring in restrictive housing. Staff are also working to bring a dog program into the RHU, where a dog would come in and interact with the guys while they are in the programming chairs. The staff of the dog training program has already had the opportunity to introduce a

	dog to the resident of the RHU. SCCC has been running a clothing closet for about a year where Incarcerated who are getting ready for release are offered an opportunity to pick out clothing to release in. Clothing can be dropped off in a designated box in front of the public access area as well as the drop box at Grays Harbor Field Office in Aberdeen. Both men's and women's clothing are welcome. Staff are working to incorporate hygiene items but haven't gotten that off the ground yet. Stafford's executive team is continuing to meet with certified peer support specialists and mentors to brainstorm solutions and to collaborate on creating programs to resolve problems such as drugs in the units. We are so fortunate to have a new medical director, MaryAnn Curl. Dr. MaryAnne Curl, who moved from her position as Chief Medical Officer at Headquarters to join the team at Stafford Creek. We are so excited and grateful to have her Dr. Curl has only been at Stafford for one week, and she has already had very lengthy conversations with a Wealth of Wellness mentor about improvements that could be made to the delivery of health services and better communication between patient and provider. I'll end with a little human-interest story. Stafford Creek peer support specialists) have been running a program called CARES for a while. There is a tremendous amount of diversity in the group, including participants ranging in age from very young to elderly men, and many different ethnicities. The agreement with staff who participate is that they reveal their own vulnerabilities and challenges along with the incarcerated individuals. Participants often shed tears for themselves and for their fellow human beings during the meetings. While the staff may try to conceal their tears, they are often unsuccessful. During the meeting two days ago, a resident in his eighties wept after uncovering things he had had suppressed for the better part of a century. The person who told me about this says it is one of the most beautiful things he has been a part of in his life. Everybody learns, heals, cries, and grows together. There is kindness, compassion, community, empathy, and acceptance of vulnerability in the men and women who live and work here. WCC: Absent WCCW/Greg Mansfield: Technology issues was the big thing, but I didn't hear back from my contacts, so I don't have anything else to report today. WSP/Sally Boyle: I do know that they have started the new tablet roll-out at WSP. That's a good positive. Recently they laid off all the employees working in the kitchen, because they're starting the kitchen update, which is needed but unfortunate for those losing their jobs. West complex, there are plans to update the cemetery. They didn't give more details, but we're excited for that. Close custody is still having issues with violence. South complex is making murals and they're also doing Xbox tournaments. Golf simulator is installed and new cardio equipment. Later in the year at East complex, they're going to have a new electrician training program. There was a positive update from Health Services. They have a new reminder system for dental appointments, and it's greatly reduced the number of missed visits from I/I.
Secretary Time Scott Russell, Deputy Secretary	We had a question about Immigration and Custom Enforcement. Gate money, is it available to those who have a retainer? The policy currently is no; we do not, just like for any individual with a county or federal detainer releasing to a 'hold', these resources are not provided per policy. But we do have policy in place for those who do not get picked up, to make sure they have resources. When individuals are transferred and then not deported or detained and are ultimately released back into the community, we do have transitional funds in each county that can be utilized in these situations. These funds have to be requested by the CCO and approved by each Field Administrator over that area. DOC does not send them with resources to the detention center; the agency does have a liaison role position in CCD who works with each individual who transfers to the NWPC/Regional Detention Center-Fife. This position helps to provide support of transition, which could be helping to close out any accounts and getting that money to the individual, obtaining property from WADOC and getting it to the NWPC/Regional Detention Center-Fife, ensuring continuity of medical care and any medical items that are needed to support this person. With regards to our budget, we just concluded our session. There were a lot of asks that the agency had but we did not get everything we wanted. We were told not pursue anything new but to look at how to maintain what we currently have. You're going to hear me use the term FTE, and FTE is a Full-time employee. DOC received 76.5 FTE's and $91,270,000 of additional funding in Fiscal Year (FY) 2026 Supplemental budget for the 25-27 biennium. This will help get us closer to whole. As far as caseload we received approx. 11 million dollars. This is for Direct Variable Costs associated with incarcerated individual housing, medical, and general needs. Aligns with Caseload Forecast Council (CFC) projections. Community corrections took a hit,

	losing 7.83 FTE's and approximately four million dollars reduction related to caseload model adjustments in alignment with CFC projections. Community violator caseload we received $1,454,000 provided for increased violator caseload in alignment with CFC projections. $4,065,000 provided for the 30-Day Sanctions change. This is partially funded (50%) compared to CFC projections. This will be trued-up next session in caseload unless legislative changes are made regarding sanction length. Policy level funding: we received 92.2 FTE's and 60 million dollars. Policy items tend to be new programmatic requests, new legislative requirements, and items deemed to be new policy by the legislature. Custody staffing relief, our custody staff relief has never been whole. We received 23 FTE's and almost 6 million dollars. Not as much as we wanted but it gets us closer. Monroe closed custody capacity, we have concerns for bed availability. We did receive funding to help with this. 26 FTE's and 2.1 million dollars, provided to open one unit for close custody bed needs at MCC. This does not match our request for opening 2 units and is short approximately 23 FTEs and $3,000,000 to open the one unit. Additional work and analysis for a strategy moving forward is required. CBCC received funding for an additional 35 close custody beds. This matched our request. CRCC received funding to convert a 128-bed unit to a therapeutic treatment unit. In partnership with our union team, we were able get a K9 team for CRCC. This was 1 FTE and $167,000. This was not a request from DOC and was added as part of the legislature's budget negotiations. 4.4 million dollars in administrative reductions are required. This is a 1% reduction affecting all state agencies over 100 FTEs. It is intended to target goods and services, travel, and capital outlays. Agencies are given discretion on how to take this reduction. Budget will be working with agency leadership on the best strategy for this reduction. MOUD dedicated staffing received 3 million dollars. 4 million was provided for prescription medication relating to MOUD treatment. Statewide electronic medical records, 10 FTE's 6 million dollars to keep that project moving forward. AMEND training, WA Way – we received a quarter million-dollar reduction for that. But we're committed to this philosophy and will keep pushing it and including it in all training. We continue to have staff actively engaged in WA Way training. You might start hearing about Your Washington, this is all about improving our customer service. This is one of our two goals; Resolutions are also involved. We want to make sure those are done with respect and professionalism. Assistant Secretary Boe met with all the Superintendents as did Lorne Spooner with all visiting Sgt's on these guiding principles. James will lead the bargaining team and present to Teamsters our intention to pursue visiting staff as specialized positions. Elise: Washington Way training is being included in training, are you referring to CORE? Scott: Yes, it's instilling those ideals and principles in all our work. I think it's realizing that safety and security are our foundation, but we can do that and still be personable and kind. We have 5 generations of staff who all see things differently, it's trying to get them all on the same page. It's good business and best practice. Emiijah: I really appreciate what you're sharing. I'm happy the state is looking at customer service. You mention WA Way and my question is how policy and culture at DOC, when there are sanctions, why are we taking food away from people? Taking food from anyone in the department is cruel. For like 6 months, they can't buy store. I've seen expired food coming into family friendly events. Scott: I appreciate the feedback. We're looking at building policies that benefit the 98% of the people who are making the right choices. Daphne: I read something just a few days ago, sometimes when people say they want justice, they mean they want revenge. I hear what you're saying Scott, that punishment is not the intention. I hear so much caring when I come to these meetings, I know the staff cares.
Open Forum	Andi Shotwell: I wanted to say hi to Sally, I'm so glad you took the position. Emiijah: I wanted to follow-up, I see Carrie Stanley here. I've been reaching out for weeks now and hoping for an update. I need to know how I can advocate for someone. If you could please respond, Carrie, that would be great. Close custody at WSP, they only get cleaning supplies once a week. That may play a systemic role with issues. I know at other facilities you get access as you run out, but WSP does it differently. I would encourage a system that reduces opportunities for issues. Jeri: I can follow-up. Are you saying that's the whole facility or a certain portion? **Follow-Up:** The units have porters who hand out cleaning gear daily for individuals to clean cells. This has been the standard schedule for years. Cell supplies such as toilet paper are handed out on each shift similarly at all facilities including WSP. This topic would best be suited for a Local Family Council meeting as it is specific to a certain facility, and they would be able to offer a more detailed process report.

	Emiijah: Specifically, toilet paper and cleaning supplies for close custody. Elise: If someone has a medical appointment but they don't know why it exists, can we put in there why the appointment is there/what it's for, and also if we can give timelines, to reduce kites and anxiety. Scott: We certainly want to respect the HIPPA aspect of that. I agree providing additional info would be helpful, but we'd have to find the line to make sure we're respecting their privacy. Mark: I think we can do a better job improving our communication. I'll have to look at our process and see if/where we can do a better job. I'll have to follow up at our next quarterly meeting. **Follow-up:** There is a meeting scheduled with the Health Services scheduling team to discuss this. We will look to see if there are additional improvements that can be made to our communication without increasing safety and security concerns. Daphne: Karin, would you fact check everything I said and/or do you have anything to add? Karin: No, you did a fantastic job and we're always grateful for your advocacy. C. Colbert: Is there a plan in place for those who will be moved as part of the water project? Scott: We're looking at that now and looking at the system as a whole. No decision has been made yet. C. Colbert: Is there a timeline for when that unit will be open? Scott: Funding kicks in June 1 so we're looking at everything still. Daphne: ICE and someone who works directly with the federal government. Can we get more background on that? Scott: Currently Community Corrections has a staff person whose role is to work with those folks. They are able to reach out to the CCO to ask for the funds and the CCO has to get approval from the field administrator. Paige: It's a Liaison role to make sure they have what they need and discuss concerns with the facility and make sure they answer all their questions. The Liaison is there to make the transition smoother. Daphne: Are these people who are going to be deported? Are you making sure that they have their property that they had while in DOC custody? Are there other things that are offered to them? Paige: I'm not sure but I can get you additional information. **Follow-up:** Some individuals may get deported. But not all will be. Some may be released back to the community. This determination is made by the federal government and is not within DOCs control. The community corrections division liaison does work to help individuals receive their property from WADOC once they are admitted into the Northwest Processing Center, before they leave that facility. This is not always possible as they are not always housed at the facility for long periods of time, especially if they are deported. Our team does their best to support as quickly as they are able. I am uncertain of what is provided to individuals housed in the Northwest Processing Center, as their facility is different from WADOC. But, on their website it does show they have access to visiting and some other services. I would suggest looking through their website or contacting their facility for more information about what is provided at their facility. https://www.ice.gov/detain/detention-facilities/northwest-ice-processing-center-nwipc Emiijah: I remember in the past we discussed what items can go on the store. Are those items the same across the state? People of different cultural and ethnic backgrounds were asking for certain products. Are they the same across the state or do they have different things in different places Jamie Dolan: There are two distribution facilities in the state and they mirror each other. We did ask the I/I about what was needed and not needed and we did add products. It's been really well received by I/I as far as I know. There are certain things that are specific to custody level and that can change what is available to each individual. Emiijah: I'd like to make sure they're all available to everyone, it shouldn't be a punishment. Indigent, within DOC structure, can we give indigent people regular products and not terrible products since they have to pay the funds back anyway? Same with food, can we provide food to indigent people. Jamie: I can only speak from the distribution side, we make the products, but we don't make decisions about who gets what. Scott: If you can send me an email, I can get it to the policy author. There is a place for everyone to provide feedback on all policies. Emiijah: Indigent people who receive terrible products but still have to pay them back, it perpetuates a cycle when those products don't hold up but they're indebted for them.

	Daphne: Emiijah, I appreciate what you're saying so much. I want to bring what she's saying under the WA Way lens. It's about respect. It's about a modicum of human decency. Elise: Transition from the jails – what is that process looking like? What are they getting from DOC, how does medical transfer? Scott: We attempt to get all medical and mental health information from the jail before they transfer so that when they're assigned a counselor they have all of that information. James: Reception is the hub and you have 25 or 30 spokes that come out. One of the biggest issues is medical, and we've made a lot of changes there. It went from 87 days to 30 or 35. It's still a process. I can't give you exactly what it is but it's huge. It's hard to get a consistent system with 22 different counties, they all do things differently. You can send me exactly what you're needing, and I can look into that. C. Colbert: Receiving, they're not always getting hygiene at intake. Is there a policy in place that I can bring up? They come into closed custody and have no hygiene products. James: There definitely is a process and I suggest you talk about it at your next LFC meeting. I would refer you back to the facility for that. Megan: Jail intakes, we're looking at some of those pieces. How people come to us is important and correlates to how they release. But the jails decide how they release folks; we don't get to decide that. Elise: Can you expand on the 11-15? Megan: 11-15 Waiver – federal funds that are available to help navigate those who are leaving. But there's probably someone here who's better suited to explain. Elise: If someone is going to closed custody, what type of products are they offered? Do they have options or does everyone get the same? Scott: I think there are certain items they're able to receive. And the HSR can also dictate what they need. Mark: They can submit an HSR and even if it's denied, there is an option for a review process. Elise: There are large groups of people whose skin will react in a certain way to certain products. Does it make sense to make them all submit an HSR? Maybe it's something that should be looked at. Scott: I don't know the whole list of items available, but I'd think there would be options. Emiijah: What I heard were the items offered weren't enough. The quality also wasn't good enough. The types of shampoo weren't adequate for their hair. Can't we just get the things that we could get at the store, since we have to pay it back anyway? Elise: Daphne gave a great report on furniture building with CI at Stafford Creek. CI has to put in a bid just like anyone else for contracts. They normally win those bids because they can come in for less money because they're not paying the I/I the same way the outside companies have to. How can we encourage the state to pay I/I appropriately? Danielle: CI is our only mandatory contract, for furniture. Our other contracts are convenience contracts. We have worked with Senator Wilson and Representative Simmons to level out the gratuities along the different levels. There is a discrepancy between the gratuities. And they all have different deductions. We continue to work with the legislators but there isn't a lot of movement. Trisha: We continue to work on this and the last few years our big push is deductions; we're focusing on those. Danielle: Class 2 has the highest level of deductions. Elise: Is this the same deductions that effect the money that I send in? Danielle: They're all different, that's that problem. We have a chart we can share with you. **Follow-up:** See Attachment #5 & 6 All our deductions are per statute. Trisha Newport: For every way that money comes in, the deductions are different. Dianne Doonan: It's in policy 200.200 and it's much easier to read than the RDW. I'd recommend reading it there. Elise: CI is its own entity right, do they determine the pay they pay people? Danielle: CI is a part of DOC, but they are self-funded. The money they make off the products they sell run the program. Classes 2 and 3 are dictated by statute. DNR pays for their gratuities and there are two different classes for those. It's dependent on if they're working on a fire or not on a fire. Daphne: I have my 21-year-old grandson here and I was telling him some of the things we were going to be talking about, and I mentioned CI and he nodded like he knew what I was talking about. His class had talked about CI. They talk about it being slave labor. I didn't want to share because it's so brutal but it's important.

	Danielle: CI work is voluntary; they aren't mandated to work for CI. Elise: She used some hard words, and I understand that it isn't mandated but if they have choices between two, they'll take the better paying slave job. Danielle: I try to reiterate that it isn't just about the $, they learn soft skills and hard skills, and they take great pride in the things they make. Emiijah: I want to say that when I bring things forward and speak up, I'm not speaking against any of you here personally. I'm trying to advocate for those who need it. Does the university of Washington understand the inhumanity that's taking place in these places. Let's not confuse ourselves and celebrate a system that's steeped in inhumanity. It's not really voluntary. The folks who have to work inside DOC, they don't get a mental health day the same way someone on the outside can. I don't know if DOC can make the change but if someone doesn't feel good or needs a mental health day, they shouldn't be punished for that. For those who were laid off while the kitchen is remodeled, do they get first right of refusal when the jobs come back? Danielle: I don't know the answer to that. Jeri: I'd like to follow up with the superintendent I know there's a plan, but I don't know the specifics. **Follow-Up:** The kitchen remodel will take three months. Those who are being impacted by the short-term layoff will be the first to resume their job should they want the job back. In the meantime, there are other jobs within the facility that they can work during the time of the remodel. Daphne: Stafford Creek has an urgent care program where I/I have an opportunity to say they're not feeling well for the day, and they get triaged right away and/or they're given an appt for later in the day. It's made a huge difference. Elise: Can they get PTO or an unpaid day off and not be penalized for it. Would that have to be legislated or is that something the department could do? Scott: If a facility is infracting folks for that, is it a specific facility? We don't infract people who call out sick. Elise: I don't mean sick days, I'm talking about PTO or unpaid days, where they can take a day off for any reason. Scott: You can submit that as feedback to the policy and we can see if it's feasible. Andi Shotwell: I want to circle back to jail transfers. My son was transferred and they didn't send the charging cord for his insulin pump. Is there anything DOC can do to improve that process of the transfers from jail to prison? Scott: The agency's goal is to improve that and again when we have electronic records, that will help. But the problem is all jails have different formularies, and we have to adjust to them. Trisha: The legislator a few years ago put together a task force to evaluate the jails processes and we continue to participate and come to that table whenever we're invited. Emiijah: Connections with county jails and DOC, how can communities show up and help show support for what you all are trying to do? How can we help? Scott: Currently they have a JBIRs network and even amongst themselves, they don't all talk to each other, and we can't talk to that system. We're working on figuring out how to change them.
Washington ONE Risk Assessments Andrew Votry, Case Manage-ment Services - Supervisor	*See Attachment #2* Daphne: During the risk assessment, do you inquire about traumatic brain injuries? Andrew: I don't think there's a specific question that asks that but there is a mental health portion of the assessment that I think would correlate. Daphne: A large percentage of men and women have suffered a traumatic brain injury and that can affect so many things, I think we should keep that in mind. Elise: You said if they don't agree, they can appeal. How do they know who to appeal to? Andrew: They appeal depending on where they are, if it's in a prison it would be the Superintendent, at a reentry center, it would be the Reentry Center Manager. Elise: Are they given that information, is it on the form they sign? Do they have to ask? Andrew: It should be the case manager, that explains all that. Carrie: Daphne, to respond to traumatic brain injuries – the Risk level assessment is only one assessment they take at intake. There are others that may touch on that. If we can get the name of the person on that Traumatic Brian Injury council, that would be great. Elise- I just pulled up that form, and it does specifically say how and who they can appeal to. Elise: It says you can appeal in writing to these people, how do they do that, what do they write?

	Carrie: It will depend a little bit on where they are, a prison or reentry center. In a reentry Center, we do have communication forms and there is a lot of communication going on there, they can also write a letter to the RCM. Karin: We've been using that form in prisons since about 2018. And the way we usually get an appeal is the I/I writes a letter to the superintendent that allows them to explain their reasoning. Felicia: It's my understanding that the norming period has been being used for 9 years, was that not initially labeled that or why are we still doing this? Andrew: The original policy said the norming period would last no less than 2 years and we're well past that, but we are working towards ending the norming period. Greg: A couple years ago there was a big push to get the women's health assessment, and it seems that it's been abandoned. Carrie: It was heavily evaluated and it was decided not to go with that assessment, but we are excited to go to the new generation of this tool. It will be much better for gender responsiveness. Dr. Courney Bagdon-Cox: The Washington One is a gender responsive tool, it has been validated as a gender responsive tool. In its current form, it is gender responsive and the new version is addressing some concerns that were evaluated. It did say no less than two years, and we had hoped to end it around the 3 or 4 year mark and then COVID came along and unfortunately our priorities did have to shift during that time. Daphne: Dr. Erik Rainey-Gibson is the one who is on the governor's TBI council. I implore you to look at the effect of a TBI on everything, like substance abuse, etc. It affects so much. Elise: How often when someone appeals, how often is actually overturned or changed? Is there communication to those people about what they should be addressing to plead their case? Andrew: The risk assessment doesn't change at the request of the individual. They pitch their appeal and if it's honored a new risk interview takes place and allows them the chance to be evaluated again. Elise: Do we have numbers of how often they're actually overturned? Carrie: We do not but I believe that could be pulled but that may be a complicated data request. We can look at this and see if it's something that can be done. So how many appeals and how many re-interviews and then how many actually changed? I think it's important to note that this isn't a judgement call, it's a very robust evaluation. It's very complex and so many different items are looked at, and they all work together to produce the outcome. It's not any one person making a judgement call. So even if they appeal it, it may not change the outcome. Elise: Is it being communicated what information is necessary to possibly qualify for a reevaluation. We want it to be a genuine opportunity for them to have a chance at reevaluation. Carrie: It would be good for us to look at the numbers. Karin: We don't see a whole lot of appeals, I think in the last 3 years we've had less than 10 appeals and it's normally just explaining to them what the RL means and what it is and then they're fine. Emiijah: Can they refuse their evaluation? How does this connect to mental health diagnosis? Gena Adams: They can refuse to participate in the evaluation but then unfortunately we're left to only use whatever we have on file for them. We would want to talk to them more and understand why they wouldn't want to participate? Emiijah: How does this reflect on the I/I? Gena: We need to build the rapport with them, and it doesn't have to take place in one sitting. It can be hard to do with someone they've just met. The counselor can chose to do the assessment over multiple visits, if that's easier and if they're still getting to know each other. Carrie: The agency has been working on diversity training. We understand that interviewing someone who is different than you can be difficult, but we are working on that and we have a lot of training that focuses on this. We do have a mental health domain that asks questions as well as mental health professionals that work with individuals coming into our care. Felicia: I understand that a lot of people have scores that don't align with their current score. Courtney: 17% and this includes a lot of differences that may not affect their current supervision. With the new dynamic 2.0 it will drift on purpose. With the new 2.0 they will be able to change their risk level. But even with the norming period, most don't change their risk level, it's only that 16/17%. Elise: WaOne is gender responsive but is it culturally responsive?

Courtney: There's not really a metric for cultural responsiveness. It's more difficult because of the number of different cultures and backgrounds. We make sure the questions are culturally respectful and responsive but there really isn't a way for the evaluation itself to be culturally responsive.
Carrie: We've looked at the questions over time and evaluated how we can improve those questions to make sure we're getting accurate responses from the majority of our population. We try to look at where we're seeing those errors and how can we correct this? Hopefully, between looking back at errors and working with our experts, we can address the concerns we've seen.
Catherine Antee: We're talking about the case managers that do these assessments, are they licensed counselors?
Andrew: We put the case managers through an academy, and they have to complete that academy before they do these assessments. They're trained on how to do those interviews and how to enter that into the assessment accurately to receive the RL. They will then make referrals to licensed professionals if that's needed.
Catherine: There are a lot of people that should have received treatment and they don't get it. I'm concerned about how they get the treatment they need. That answered my question.
Emiijah: What is the academy, how long is it, is it a DOC academy? Based on the criteria they're taught and what they get from the interview, they enter that and they're given results. Do the I/I know that they're not licensed professionals?
Andrew: The academy is a DOC academy, it's 5 days, 40 hours. There is no certification at the end. We do tell them what the assessment is and why they're there. The case manager explains everything before they start.
Daphne: Risk assessment level is quite static, and they're provided treatment based on their RL. If it's static, does that mean something would need to change about their education during that time so that they can change their risk level?
Carrie: The need domains are updated throughout, and it's very important. Everything they do to progress themselves is reflected in that need domain. Substance abuse for example, if they take a substance abuse treatment, it will reflect in a lower need domain. The need domains are so important, but I think people really focus on the risk level but the need domains really make the biggest difference in recidivism. The needs are where change happens, where growth happens and that it reflected in the need domain.
Follow-up: We can see when a RLC changes but there is no way to track what prompted the change, if it was due to an appeal or a new interview before release, etc.
For all ONE assessment 84.7% never see a change in their contact RLC. 15.3% do see a change at some point in their contact RLC, but this is mostly between incarcerations.
2.4% saw a change in their contact RLC during the same period of incarceration. 2,252 individuals total since we started using the ONE.
More info:

Only one assessment	29791	31.5%
More than one assessment but never change RLC (match CNT/ASM)	38874	41.1%
More than one assessment, never change contact RLC	11367	12.0%
Change contact RLC once	12934	13.7%
Change contact RLC twice	1429	1.5%
Change contact RLC thrice	124	0.1%
Change contact RLC four times	8	0.0%

Contact RLC Change during same incarceration:

Change contact RLC once during same incarceration	2155	
Change contact RLC twice during same incarceration	96	
Change contact RLC thrice during same incarceration	1	
	2252	2.4%

Technology for Education & Vocational Programming

See Attachment #3
Off-State Network Fact Sheet – See Attachment #4
Are there barriers for individuals if they're at one college and they decide they want to change their degree but it's at a different college, is there a barrier to that?

Kristen Morgan, Senior Administrator Sarah Sytsma, Deputy Assistant Secretary – Reentry	Kristen: We look at 2+2 models for our 4-year degrees. They complete a 2 year at Greys Harbor and then they can take a different 2 year at a different college. We work very closely with our partners to make this work. We also get some people who may not have their degree, but they have a bunch of credits, we can try and work with them. Greg: there was some discussion or a rumor at WCC that the clerks were going to lose their laptops or they wouldn't be replaced. Like the Hope team clerks. Kristen: I haven't heard anything about laptops being lost. Jamie: I haven't heard anything about changes. Megan: I heard you say the removal of the laptop the Hope team was using and that's a different issue because those were specific to the Hope program. Felicia: How do individuals pay for these programs? Kristen: We have a lot of help from our partners. There's no charge for our adult education if they didn't receive those. There is no charge for our internal programs, for the 2 and 4 year degrees, we have funding they can apply for. The Pell grant and the other grant do cover the cost of the teacher and that's the highest cost. We want to maintain our budget and use the cost savings from the teacher. Pell funding, the way state law works, the Pell grant will be used and if it doesn't cover the cost, we cover the cost difference for those. Students will not be going into debt. If they've received multiple degrees, then they will have to self-pay if they want another. Felicia: What about facilities that don't have degrees? Kristen: We're working on those. And trying to find out how to do remote learning for those who can't. Some is space and the willingness of the colleges. We have ongoing meetings to see how to expand. They do need to be sustainable. Elise: For people who are transferring between facilities, what is the process to make sure that whatever they're working on transfers with them. Kristen: We do have educational holds; we try to keep them there while they're in programming. If they can't stay for whatever reason then we have that student account, so everything in there can easily transfer with them. We're almost exclusively using e-textbooks so they can easily take those with them. Elise: If an I/I is not going through a DOC program because they had different goals, and they get moved, how are you helping to make sure they get everything they need. Kristen: Those do work a little differently. The textbooks and things are part of their property so those should go with them. I think we're trying harder to make sure that communication is happening to make sure that the school knows where the individual is going and where future work will need to be sent. We don't have an automatic process at this time that alerts us to start the process, we're relying on I/I to communicate to us those needs. Emiijah: I know a few people who have come through and went to a college that's not on that slide you showed and they release and don't know where to get their information from their classes. Kristen: Some information is very college specific, and we don't have any involvement other than trying to communicate everything and make sure they're set up for success. Emiijhah: If you're close to release, can you use these services, are there different requirements for difference custody levels? Kristen: Education is available to everyone, but what is available will be determined by the facility you're at. Catehrine Antee: There are only specific degrees offered. If someone wants something at a different college, and they offer online classes, those aren't supported by DOC, right? Kristen: Correct, right now we don't have any fully remote learning. Catherine: Can they go to the facility and request classes they can pay for themselves? Kristen: We do have a list of programs. We don't have a process for an individual to go to the college and ask them if they'll do it for us. We only have approval to get degrees up to a bachelor's degree. That's based on the law currently in place. Felicia: Is there specific criteria for who can enroll? Kristen: Yes, and nuances. All vocational and degree programs are available to anyone who has a HS degree/GED. There are those who can't be on computers because of their sentencing and in that case, we may have to work with the individual to see how we can make it happen for them. If there is a long waitlist, we do look at the ERD and try and get those in who are releasing sooner. Some do have longer waitlists. Daphne: If students go to school full time, are they allowed to work full time? Kristen: Yes, they can and it's considered programming. A lot of folks want to work and go to school. We use the community model to decipher hours, like 5 credit hours equals 50 hours

	of programming. Individuals are required to have a certain number of hours programming per week. Daphne: Are there a lot of individuals who say they never would have had this opportunity if they hadn't been incarcerated. Kristen: The impact is huge, if you've been to a graduation you'll see the pride and impact it truly makes. There are people who say that the education saved their life. The impact around self-worth and self-efficacy are huge. Emiijah: Kirsten I have definitely heard that people feel accomplished that they have received their GED while incarcerated. Someone told me they completed their GED but if they had a long sentence, and they wanted to get their high school diploma and they were denied. Can they get their high school diploma if they have their GED? Kristen: No, we and all colleges require high school diploma or GED, either works. A lot of colleges who offer a 2-year degree, if you have a GED and complete the 2-year degree then they can apply for their high school diploma from that college. Emiijah: How can we address people who are resentenced and now they have shorter time, but they were initially denied programming because with the length of their sentence. Felicia: For vocational trades that they can learn, and they get their hours but they can't take the exam because it requires a proctored exam and there's not process for them to get that. They gain all these skills but can't take the exam to get their license and use what they learned. Kristen: We've been talking a lot about this internally for the last two weeks. We will have to look at those tests and see if we can facilitate those exams. If you have specific info or a case in mind, I would like to discuss that with you and figure it out. We don't have a formal process.

Roundtable open discussion

Name	Discussion/Key Points
Cassie VanRoojen	I'm happy to be here and celebrate the collaboration between the families, the public and DOC. Thank you for having me here. I am here for all of you if you need me.
Wendy	I have a loved one at Stafford Creek and I recently talked to Debbie Schneider. My issue is about donation of gaming supplies. I put in another donation request at Stafford Creek recently and it was completely denied. I've done it in the past and now they're saying they're not allowed. And the items I recently donated were taken away. It's very frustrating and confusing. They can't have dice now and magic gaming cards are now not allowed. I've asked for clarification but it's very frustrating. They said they took them away because they're prohibited. What is and isn't allowed, I'd like clear guidance. I'm sure it hasn't just happened to me. Jeri: Lorne may have the best information. Lorne: Donations have to follow our donation policy. And some of these cards, Magic the Gathering cards and Pokémon are worth money and that is the concern. Dice can be used for gambling. We do want people to be able to have games, but they have to meet policy. Please reach out to the facility if you have specific concerns. Wendy: I just think it should be pursued more. There are so many apps they can get on the tablets that are gambling, what difference is physical dice?
Emiijah	For those in close custody close to release, what specifically is DOC doing for those who are releasing from closed custody to make sure they're ready to release. Are they going straight from close custody to the public? **Follow-up:** Case Managers ensure I/I are taking appropriate programming required per their J&S, so it will hopefully reduce the individuals Risk Level to re-offend for Safer Communities. Part of a Close Custody Case Manager's duty is to ensure I/I have their Social Security Cards, Washington Driver's License, Release Clothing and a good Release address, or a Housing Voucher so they do not release Homeless. A Close Custody Case Manager helps the I/I successfully prepare to reentry our communities.

Next meeting location: CRCC/Virtual – MS Teams Date: 5/16/2026 Time: 10 am – 2:30 pm

Comments: _____

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