



FAMILY COUNCIL MEETING MINUTES

Location: ICP S-building / Teams Meeting Date: 04/05/2024 Time: 10:00AM

Teleconference details: _____

MEETING ATTENDEES

<u>Vaia Gaines, Superintendent MSU</u>	<u>Mary Mansour</u>
Department/facility co-chair	Family co-chair
<u>Cecilia Madrigal, AA4</u>	<u>Karlina Tasker</u>
Facility/council secretary	Family secretary, if applicable

Members present: Scarlett Williams, Mary Mansour and Karlina Tasker

Non-council member attendees: Jeremy Turner (Associate Superintendent), Dawn Seaton (CPPC), Cecilia Madrigal (AA4), Kristen Williams (CPM), Ken Jennings (Medical), John Eldred (CI Manager), Nola Kundu, Mary Mansour, Ally Alexander, Kathie Cummings, A. Michael Kundu, Rony Alexander

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Welcome and Announcements	Jeremy Turner	
Review of last LFC Meeting Minutes	Review of LFC Meeting Minutes from the meeting that was held February 2, 2024.	A copy of LFC Meeting minutes from February are posted on the DOC Website.
Review of Statewide family Council	Scarlett Williams provided a summary of the previous Statewide Family Council Meeting.	Statewide meeting minutes have been posted to the DOC website.
LFC meetings	In person LFC meetings	In-person LFC: Friday, April 5th, 2024 Monday, June 10th, 2024 Friday, August 2 nd , 2024 Teleconference: Saturday, October 5 th , 2024 Saturday, December 7th, 2024
Role Changes	New roles - who's role is what, is Gaines now at camp/etc. - any updates?	Jeffrey Perkins – Superintendent MSC; Vaia Gaines – Superintendent MSU; Associate Superintendent of Programs – vacant
LFC Meeting (cont.)		

<p>Visitation</p>	<p>We are asking for ideas regarding activities loved ones would like during visitation for holidays.</p>	<p>Movies are not approved. Popcorn will be considered – working with Visiting.</p> <p>Birthday signup for minors has been proposed in the Incarcerated Individual Betterment Fund Family-Friendly (IIBF FF) budget.</p>
<p>Visitation</p>	<p>Seems like there are new rules every time we attend visitation. Shoes have been asked to be taken off prior to entering the restroom. There was no explanation as to why that was.</p>	<p>The removal of shoes has always been the practice and is in the pat search policy, some staff had drifted from this practice and were recently reminded this is part of the pre bathroom search process for everyone’s security – Sgt Collins</p>
<p>Visitation</p>	<p>Why were color pencils removed from MSU visitation?</p>	<p>We have lots and lots of crayons available for the coloring pages, pencils are a safety concern. There are no pencils of any type, in either visit room – Sgt Collins</p>
<p>Visitation</p> <p>LFC Meeting (cont.)</p>	<p>Games were also removed from their designated area due to a violation from a couple visitors and now are on the counter, which makes it difficult.</p>	<p>The games being in the clear boxes provides more viewable access to the games available, without needing to get down on the ground and dig through the cabinet, that process made it more difficult for older visitors. The clear boxes being up on the table at MSU</p>

		and MSC make consistently easier access to games. Both MSU and MSC are consistent in this practice. This also gives us the lockable cabinet to store videos for the EFV's and children's tv area. Before they were thrown in boxes that had to be dug through to find the movies needed. This is a cleaner more transparent access – Sgt Collins
Scissors	Incarcerated individuals cannot even get their thumbs through the scissors that are able to be purchased on union supply	Limited option orders from Union Supplies. Will continue to review.
Veterans	Veteran Issues: Fitness program?	CPM Moore is working on it.

New business

Topic	Discussion/Key points	Next steps
Mental Health	Why are mental health services i.e. therapy not provided to the inmates? It seems many of these men could benefit from therapy and yet my son tells me he <i>may</i> be able to see someone every 2 months.	Mental health treatment is based on a code system, which allots treatment as needed. If an I/I is facing a mental health crisis they can reach out for treatment even if it differs from any set treatment. Mental health will respond relatively quickly. Outside providers may be see if the proper process is followed and approved.
Events LFC Meeting (cont.)	Would it be possible for more than one person to play music for events? That's a long time	We are currently working on this with CUS's, bands had been unable to practice but will soon. Hopefully they will be

	for just one musician and we have enjoyed hearing the music of the group.	able to play for the summer.
Events	How many of the events allow sex offenders/all incarcerated? I believe the facility has discretion to add more to make it even/fair for the year.	Policies are in place for events.
IIBF FF Budget		Presented upcoming Incarcerated Individual Betterment Fund Family-Friendly (IIBF FF) budget proposal.
Diabetic Menu	Is there more information for diabetic menu for LO in Sage Unit?	Once an I/I is placed on a diet through medical, the kitchen will provide the according diet meal menu that consists of nutritional requirements. Diabetic menu rotates every four weeks. Meal menus are built by HQ. These diets are more constrained in what can be offered. Union Supply orders can be submitted even if on special diets other than those in Sage East.
Shade Area	Summer is coming, last year we discussed creating a possible shade area in the yard with the Connell area being so warm and sunny. This was a takeaway to be looked into, wondering if there is any progress or can we regenerate the request.	Sage East does have a shaded area. MSU has free movement to go back to living units from yard if they choose. At MSC, this presents a security issue, thus I/I are unable to have free movement.

		<p>A memo that allows partial covering of outside window went out last year; Associate Superintendent Turner will look into.</p> <p>Shorts are allowed to be worn to places as temperatures get warmer that are typically not allowed in.</p>
<p>Mist Station</p> <p>LFC Meeting (cont.)</p>	<p>Did we ever get outdoor misting stations set up? In past there have been issues with people getting infractions for blocking sun in windows etc....</p>	<p>Associate Superintendent Turner will look into.</p>
<p>Visitation</p>	<p>How can we make sure visits on events count as actual visits for an inmate?</p>	<p>Event visits have been approved to count as in-person visits by our statewide visit specialist.</p>
<p>Visitation</p>	<p>Visitation - can we bring books in? Can books be donated?</p>	<p>Books are not authorized. Associate Supt. Turner will look into donation policy.</p>
<p>Visitation</p>	<p>Is visitation/event schedule accurate for 2024? Can we update families of any changes if needed?</p>	<p>Updated and posted as of 03/22/2024.</p>
<p>Visitation</p>	<p>Any changes to visitation rotation still happening this spring?</p>	<p>Changes will happen April 1st, as requested.</p>

ADA	ADA Accessibility at main doors, some family members with disabilities struggle getting the doors open especially when pushing the EFV carts, they do not get offered any help by staff.	<p>Asked and answered at 02/03/2024 LFC meeting. The doors are ADA compliant.</p> <p>Budget issue for door controls, if staff is available, they can assist when asked. However, they do have Post Orders that need to be followed. This will be looked into further.</p>
ADA	ADA tables at visitation - is it possible to get more of these so they do not fill up?	Turner will look into getting more open tables.
<p>EFV Policy</p> <p>LFC Meeting (cont.)</p>	New EFV policy (families asking what has changed?)	Associate Superintendent Turner will compare new policy with the old policy to see what has changed to include any changes regarding check in and check out times.
Yard Lighting	Yard lights at camp - can we get these in the budget? Any update?	Executive Leadership team will review.
Tier Rep at LFC	Can we have a tier rep join LFC calls a few times a year?	Superintendent Gaines will discuss with Executive Leadership to review.
Vending Machines	Vending machines - any more updates on vendor items? Can we get coffee/tea? One vending machine was broke over weekend at main.	Working on it, thank you for your patience.

Religious	Ramadan - what are we doing for the men celebrating Ramadan/Eid. Previous years a flyer went out to all units - was that done this year?	A flyer was placed in the units and in front of the RAC building in December with information regarding dates of all religious events at both MSU and MSC.
Veterans	Veterans' unit - any updates on the complaints regarding the operational memorandum 310.140 last month?	Policy is still in place until updated.
Facility grounds tour	Can we get an in-person facility grounds tour scheduled for this spring while weather is nice? Perhaps before or after the June or August LFC meeting?	MSC Facility tour June 10 th MSU Facility tour August 2 nd

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Visitation	Can we attend visitation after LFC meeting?	Yes, those who attend LFC can attend visitation after per Superintendent Gaines.
Visitation	Can we get blinds for the upper windows in visitation?	We try to keep from having blinds in the facility to a minimum as they pose a security risk. Associate Supt. Turner will review the possibility of tint with plant management.
ADA doors	Can doors be propped open for ADA purposes?	Associate Supt. Turner will look into.
Event	There will be an Event June 3 rd along with the LFC meeting. Can we get tickets first to avoid an hour wait?	Associate Supt. Turner will look into. LFC may be moved up a week to avoid conflicts.

Securus	Is there way of knowing when Securus is down?	Associate Supt. Turner will look into. If it is a statewide issue, it is posted. If it is a facility issue, we need to be made aware of and we will notify HQ.
Union Supply	It does not take forms of payment that are outside of the US or are linked to an address outside the US.	Associate Supt. Turner will look into. This might be a statewide question.
Yard	When will yard time be mixed between units?	April 13 th will be Field Day; we are allowing 25 I/Is from each unit to sign up. There will be hygiene prize items. This is an attempt to reduce conflicts within the facility and lesson violence. The Tentative yard schedule change is May 1, 2024.
Contraband	Can we get statistics on contraband found within the facility?	Associate Supt. Turner will look into it with Captain Long.
LFC meeting	Can a hearings officer join the next LFC meeting?	Associate Supt. Turner will look into.

Next meeting location: MSC ICP S-Buidling/Teleconference Date: 06/10/2024 Time: 10:00AM

Comments: Thank you for your attendance. Please email Cecilia Madrigal (cecilia.madrigal@doc1.wa.gov) with any questions or future meeting topics.

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