



FAMILY COUNCIL MEETING MINUTES

Date/Time/Location: 09-26-15 @ 1:00 p.m. Mission Creek Corrections Center for Women

Teleconference Details: _____

MEETING ATTENDEES

Department Co-chair: Eleanor Vernell

Family Co-Chair: Tom Jacobs

Members: _____

ELEANOR VERNELL, DENNIS TABB, LT. MINDY SVOBODA, THERESA BOYER, MIKE EBY

Participants: _____

Family/Council secretary: _____

Facility secretary (LFCs only): Josh Shupien

Welcome

AGENDA

Old Business

Topic	Discussion/Key Points	Next Steps
Phones	Mission Creek is still having problems with the phones and is actively working with the tech from GTL to have them repaired	GTL tech has requested to speak with someone at a higher level to get the issue resolved.
CPPC Position	Mission Creek was able to hire for this position. No family friendly events will be cancelled.	
Gym	Mission Creek went through the process of changing officer position and duties to ensure the gym has more staff coverage.	
Mr. Jacobs EFV	The problem with the yard at WCCW has not be fixed.	Eleanor will speak with the new superintendent in October to see how they would like to handle the issues with Mission Creek EFV's, and what the process should be to contact them concerning issues.

New Business

Topic	Discussion/Key Points	Next Steps
Family Council Policy	<p>Everyone was given a policy to look over. Different items were brought up. Recruitment of council members is a problem due to offenders not having lengthy sentences at Mission Creek.</p> <p>Eleanor suggested, and everyone agreed, Mr. Jacobs will be the co-chair for the family council.</p>	<p>Mike Eby will go through Sharepoint to determine who visits the most and then inquire with them personally if they would like to become a member.</p> <p>Other Strategies include: *Posting on website *Advantages - first choice for parking on meeting days, first into the visit room, more involvement in loved one's life, pos-</p>

		sible say on Department policy and procedures. *Encourage the offenders. *Facility tours twice a year.
Visit Sergeant	Sgt. Colton no longer works with the Department. Sgt. Rice will be taking her place. The Lt. will see if MCCCW can post this change on the website	
Bulletin Board	The Lt. will see if there is a bulletin board in the visit room and ensure the proper items are posted. Mr. Jacobs would like to see the meeting minutes, the next meeting date, upcoming events and corrective action plans	
Meeting Day	It was determined in the past to have the meetings scheduled for the 3rd Saturday every quarter. The Statewide one is held on the same day. Mr. Jacobs would like to have MCCCW's Meeting held on the 4th Saturday so he has information to share with everyone.	
Facility Exercises	The Lt. shared that we occasionally perform emergency exercises for awareness and preparation.	
Visiting issues	Drugs are a problem throughout the state that come in through visiting In recent months there have been several instances that visitors have hit the building/fence. MCCCW will continue to monitor to assess the issue.	

Round Table Open Discussion

Next Meeting Date: December 12, 2015

Location: MCCCW Admin Conference Room

List of Acronyms:

WCCW – Washington Corrections Center for Women

MCCCW – Mission Creek Corrections Center for Women

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