



FAMILY COUNCIL MEETING MINUTES

Date/Time/Location: Friday, January 15, 2016 330 pm Washington Corrections Center (WCC)

Teleconference Details: N/A

MEETING ATTENDEES

Department Co-chair: Dean Mason – Associate Superintendent/Designee

Family Co-Chair: Patty Tilford

Members: DEAN MASON, ASSOCIATE SUPERINTENDENT dean.mason@doc.wa.gov

BETH TROSETH, ADMINISTRATIVE ASSISTANT III beth.troseth@doc.wa.gov

MICHAEL EBY, COMMUNITY CORRECTIONAL SPECIALIST michael.eby@doc.wa.gov

MICHAEL MORRIS, SERGEANT – VISIT ROOM michael.morris@doc.wa.gov

KELLY VADERS, EVERGREEN VENDING REPRESENTATIVE kvaders@evergreenvending.com

PATTY TILFORD, FAMILY REPRESENTATIVE ladytaz123@comcast.net

Participants: WILLIAM SWAIN, CORRECTIONAL PROGRAM MANAGER william.swain@doc.wa.gov

JACK UGLICK, CORRECTIONAL UNIT SUPERVISOR/R4 jack.uglick@doc.wa.gov

KAREN REESE, CORRECTIONAL UNIT SUPERVISOR/R5 karen.reese@doc.wa.gov

GREGORY GARRINGER, CHAPLAIN gregory.garringer@doc.wa.gov

Family/Council secretary: Patty Tilford

Facility secretary (LFCs only): Beth Troseth, Administrative Assistant III

Welcome

AGENDA

Old Business

Topic	Discussion/Key Points	Next Steps

New Business

Topic	Discussion/Key Points	Next Steps
Council Applications	<p>Only received one (1) application to be a member of the Local Family Council (LFC) and had 1 other inquiry to be a member.</p> <p>Beth Troseth posed the question as to whom would be the point of contact (POC) for retention of the applications.</p> <p>Michael Eby stated that most facilities have their Community Partnership Program Coordinator (CPPC) as the POC.</p>	<p>Beth Troseth sent an email to the prospective LFC Member with the application attached.</p> <p>Discuss with CPPC Jeanne Thietje on retention of Family Council Applications.</p>
Visitor Concerns	<p>Visitors stresses several concerns which were addressed during the meeting.</p>	<p>Answers to all visitors concerns will be posted along with the meeting minutes from the LFC Meeting.</p>
Informational TV Announcements	<p>Associate Superintendent Dean Mason stated that the facility has purchased an interactive television so that WCC is able to quickly disseminate information to visitors and staff and will be placing it in the public access area once the construction is completed in the visit room.</p>	<p>Once construction is completed Captain Green and Associate Mason will tour the area for the most visible site to mount the television.</p>
Soda Bottles to Cans	<p>Evergreen Vending wanted to notify Staff and Visitors of the change in the vending machines from 20oz bottles to 12oz cans. The change will be in effect prior to the March 30, 2016 deadline.</p>	<p>Notice to Staff, Visitors and Staff with Signage on Machines.</p>

Round Table Open Discussion

N/A

Next Meeting Date: Friday, March 18, 2016

Location: WCC Visit Room

List of Acronyms:

DOC – Department of Corrections

LFC – Local Family Council

WCC – Washington Corrections Center

POC – Point of Contact

CPPC - Community Partnership Program Coordinator

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