

Washington State Penitentiary
Local Family Council
Meeting Minutes

Date/Time: Saturday, April 4, 2015 8:30 a.m. to 10:00 a.m.
PARTICIPANTS: Darren Chlipala, Health Services Mgr., Unit Manager Rod Shumate, Bill Copland, Community Corrections Specialist, Wesley Marcum, CI Mgr., Linda Yobbagy-Finn, Community Partnership Program Coordinator, Family Members and Friends.
RECORDER: Linda Yobbagy-Finn, CPPC

Welcome – Meeting was called to order by Local Family Council Member, Wendy and everyone present and on the conference call, introduced themselves.

OLD BUSINESS

REVIEW UNCLOSED ITEMS ON THE ACTION ITEMS LIST:

Key Points/Discussion: There were 5 action items that were open from the last meeting which needed addressed:

1. Phones: There weren't any updates to this Action Item. This item will continue to be tracked.

2. Commissary- Healthy Food Items: There weren't any updates to this Action Item. At the State Wide Meeting, it was shared that the Commissary has added granola and raw nuts to the items available. This item will continue to be tracked.

3. Kiosk and Phone shortage: Wendy sent a note to Devon Schrum, but at the time of this meeting, did not receive a response. The IMU's still do not have active kiosk's. Due to the shortage of phones in the BAR (Baker, Adams, Rainier) Units, the offenders are being allowed to use the phones during shower time, this has been working well. This item will continue to be tracked.

4. Lost Property in transfer from Unit 5 to IMU: There weren't any updates to this Action item. This item will continue to be tracked, an update will be available when Megan is available.

5. Mail and e mail delays: There weren't any updates to this Action Item. A family member on the conference call, who lives out of state, reported that it takes 4 to 14 days for e mails to arrive. It was also stated that at Coyote Ridge Corrections Center when an e mail was sent to that facility, it was delivered the same day. It was requested that Sgt. Fleenor, Mailroom Sgt., be invited to attend the June 6th LFC meeting, to address these mail issues. This item will continue to be tracked.

NEW BUSINESS

HOW CAN THE LFC BE MORE INVOLVED IN PROGRAMS AT WSP:

Key Points/Discussion: It was suggested that any items that could be used in the Sustainability Practices Lab, be sent to Rob Branscum. These items could be clothes, old bikes, old wheel chairs, etc.

- The subject of the proper procedure to follow, if someone would like to introduce a possible program for the offender population, was brought to the attention of the LFC.

Response: The proper procedure to introduce a possible program at the facility, would require a proposal which would state exactly what the program would be, who would facilitate the program, the cost and any other pertinent information. This proposal could be introduced at an LFC, then it would have to be introduced to the Executive Team of the facility. This process is not a “quick turnaround” and may take some time before anything will be adopted and then it will have to be adapted to the functioning of the institution.

Person Responsible: N/A.

MEN’S CHORAL GROUP:

Key Points/Discussion: One of the family members brought up the benefits of a men’s choral group and if this could be a possibility here at the institution.

Response: The discussion of the proposal and the proper procedures of introducing a possible program, that was discussed earlier, was restated at this point.

Person Responsible: N/A

HEALTH/SANITATION CONCERNS:

Key Points/Discussion: In the IMU, especially IMU North, Tiers F & G, there is a drain fly problem in the shower areas. These flies live and breed in the drains and to eliminate this problem will probably take a multi-step process, which would include killing the existing adult flies and then their larva.

Response: IMU CPM Ron Knight was contacted after the meeting about this situation. On April 10th, Mr. Knight responded; *“The showers in F & G MOD’s in IMU North were just inspected and there were no drain flies according to the inspection. This particular issue should be reported to our IMU North Correctional Sergeant or Unit Manager, and Pest Control will be contacted to eradicate any bugs of this nature. There is a process in IMU North whereby an offender can make a request to have an Exterminator in to spray if there are bug infestation issues.”*

Person Responsible: N/A

COMMUNITY PARTNERSHIP PROGRAM ACTIVITIES:

Key Points/Discussion: Flyer for “Kids United By Incarceration” (KUBI) were distributed throughout the facility. These flyers informed offenders and family members of a child/children, between the ages of 8 -12, of an incarcerated parent, could have an opportunity to attend as 3 day 2 night summer camp. There would be no cost to the child/children. An application needed to be completed and sent to Headquarters by

April 10. These applications would be reviewed in April and the families will be notified in May if their child/children were selected to participate.

- Chocolate bunnies will be given to children who are visiting during the Easter weekend.
- There will be mini water cans, with flower seeds given to mothers who will be visiting during Mother's Day weekend. The water can has "Mothers Plant the Seeds of Love" inscribed on the water can.

Response:

Person Responsible:

CALENDARS:

Key Points/Discussion: Is it inappropriate for a family member to send in a calendar?

Response: There wasn't anyone in attendance who could properly answer this question. Sgt. Fleenor, mailroom Sgt., will be invited to the June 6 LFC meeting and this particular concern will be discussed at that time.

Person Responsible: Sgt. Fleenor, Mailroom Sgt.

STATEWIDE FAMILY COUNCIL MEETING UPDATE:

Key Points/Discussion: It was mentioned that at the March meeting it was being discussed for some type of identification designating LFC members – i.e. button, pin, t-shirt, were some of the possibilities being discussed.

- The Family Council policy is in draft form and is still being worked on.

Person Responsible: N/A

ROUND TABLE (Q&A):

- It was discussed with Darren Chlipala, Health Mgr. about offenders receiving feedback on medical issues. Darren stated that an offender must complete a Release of Information Form. They could then make a request through the Medical Dept.

- *If there are any questions/concerns pertaining to the LFC you could contact Wendy at abolishdpinwa@gmail.com or Danita at purah63@gmail.com .*

NEXT MEETING DATE:

June 6, 2015

West Complex Conference Room

8:30am to 10:00am

Washington State Penitentiary

List of Acronyms

- *AHCC* - Airway Heights Correctional Center - Correctional facility located in Airway Heights, WA.
- *BAR Units* - Secure housing units located in the South Complex. The three buildings are named Baker, Adams and Rainier. (BAR)
- *CI* - Correctional Industries is a business that employs offenders and produces products and food utilized by the Washington State Department of Corrections.
- *CPPC* - Community Partnership Program Coordinator. This position is held by Linda Finn and encompasses family friendly activities as well as facility cultural events and the coordinating of volunteers.
- *CPM* - Correctional Program Manager. Administrator assigned to oversee a section of the prison.
- *CUS* - Correctional Unit Supervisor. Staff member that works inside the unit and supervises the staff in the unit.
- *DOC* - Department of Corrections
- *EC* - East Complex – Minimum Security
- *EFV* - Extended family visit. Commonly known as “conjugal visits”
- *HQ* - Department of Corrections headquarters located in Olympia, WA
- *IMU* - Intensive Management Units. Maximum security/segregation
- *ISDP* - Inmates Sentenced to Death Penalty
- *JPay* - Company that provided offender electronic communications
- *LFC* - Local Family Council, held at Washington State Penitentiary
- *MOC* - Motivational Offender Change. Behavior program for offenders in IMU
- *MSU* - Minimum Security Unit. Units in the East Complex are minimum security units as well as the unit outside the walls of the East Complex, known as “Outside” MSU
- *OCL* - Offender Contact Liaison, also known as Tier Reps
- *R&M* - Response and Movement Officer
- *SC* - South Complex – Medium Security and Special Housing (BAR Units)
- *SFC* - State-wide Family Council – held in Olympia/Tumwater every other month
- *SPL* - Sustainability Practices Lab
- *WC* - West Complex – Close Custody
- *WSP* - Washington State Penitentiary

ATTACHMENT A