



FAMILY COUNCIL MEETING MINUTES

Date/Time/Location: October 1, 2016 - 0830 - 1000-Superintendent's Conference Room, WSP West Complex

Teleconference Details: There were 5 on conference call.

MEETING ATTENDEES

Department Co-chair: Donald Holbrook ,Superintendent

Family Co-Chair: Wendy Dubinsky, Co-Chair

Members: AT THE MEETING WENDY, DEAN, JODY, DAVE, SUZANNE WERE PRESENT AT THE MEETING AND DONNA, CONNIE ANGELA AND DANITA, WERE ON CONFERENCE CALL.

Participants: DON HOLBROOK, SUPERINTENDENT, TONI ALVARADO-JACKSON, GOLF UNIT MANAGER, LEE YOUNG, 10 UNIT MANAGER, SCOTT BUTTICE, IMU N UNIT MANAGER,SGT. BEAL, VISITING ROOM SGT., WILLIAM COPLAND, FAMILY SERVICES, WAS ON CONFERENCE CALL AND LINDA YOBBAGY-FINN, CPPC.

Family/Council secretary: Dean Dubinsky (wsplocalsecretary@gmail.com)

Facility secretary (LFCs only): Linda Yobbagy-Finn, CPPC

Welcome

AGENDA

Old Business

Topic	Discussion/Key Points	Next Steps
1.Commissary- Healthy food items.	At this time Swire Coca-Cola, Co. has no plans to provide healthy food items in the vending machines until the mandate by Governor Inslee goes into effect at the end of year 2016. Plastic bottles will be replaced by aluminum cans.	Check POINT Feb. 2017

2. Outdoor Visiting	Close this item. May re-open in the future.	Closed
3. Tier Reps. at Family Council Meetings.	Table until after the first of the year, 2017.	Closed
4. JPay bandwidth	In September bandwidth was increased from 3 mbps to 18 mbps. JPay personnel continue to work on bandwidth issues. It was reported from both EC and WC that video visiting is better and offenders are able to download faster. More kiosks are needed throughout the institution.	Continue to Track
5. Visiting	<p>Sgt. Beal worked with family member Donna to create a 2017 schedule which minimizes long spans of interruptions between visits due to Family Events.</p> <ul style="list-style-type: none"> - 5 new back drops for the WC visiting room are being prepared for use, - Noise level problems while TV's are being used. A couple possibilities are being explored: Closed Caption and possibly wireless headphones. -EFV's - waiting period is less than 2 months. With current staffing, only 1 person is able to be processed at a time. -BAR video visiting has received an additional time slot. 	Closed

New Business

Topic	Discussion/Key Points	Next Steps
Phone Accounts	GTL reduced the amount of money on account to \$50.00 because it was a decision that came from the Federal Gov't. It was mentioned that the balance on phone account was being announced at the end of the phone conversation. It was asked	Closed

	<p>if GTL can readjust their message concerning the account balance. It was also mentioned that in the Family Guidebook it discusses how money is able to be placed on offenders accounts.</p> <p>- Wendy followed up with Connect Direct/Value Added Communication and money orders or checks can be sent and not limited to \$50.00 and no service fee. You can send in up to \$200.00 every rolling 8 days.</p>	
Day with Dad	<p>At Airway Heights Corrections Center they sponsored "A Day with Dad" event. Where there was a picnic and activities made available that gave fathers a chance to interact with their children, outside the confines of the visitng room. This will be a New Action Item.</p>	Don Holbrook
Sub-committee read outs	<p>Visiting - Did not have a meeting, will have read out at December meeting.</p> <p>Mail room- Megan not in attendance to report. Suzanne suggested that the sub-committee minutes be posted on the website.</p> <p>Health - Meeting rescheduled for October 4. Report will be given in December.</p> <p>CI - Suzanne reported that CI is looking into posting ingredients on packaging and looking into special diet food items. Also discussed vending food choices, such as soup, will be looked into. Another meeting is scheduled for October 29. Suzanne asked "Why isn't there more non spicy choices available?" She would like to see more "bland" items available for purchase.</p>	
----- Property Issues	<p>Items that were packed up, when offender was removed, were missing when moved back and their property was returned. Request that an investigation is done on the protocol on how property is handled.</p>	
----- Process of Outside Donations	<p>Angela wanted to know how outside individuals can donate money to special programs? Don Holbrook stated that the Business Manager, will need to be contacted. He will require that there be a specific area for the donation and a contact person will have to be identified.</p>	
----- CPPC report	<p>Cultural events are winding down. The "Read to Me Daddy" program will be initiated. There will be various activities available in the visiting room for Halloween, Thanksgiving and Christmas.</p>	
----- Statewide Family Council	<p>Suzanne reported that the new Ombuds, Carlos Lugo was present at the meeting and was introduced.</p> <p>- Emergency notification to family members, when an offender</p>	

<p>Roundtable</p>	<p>is transported from a facility, was discussed. It was decided to bring this issue to the Health Sub-Committee.</p> <hr/> <p>Sgt. Beal mentioned that on the visiting calendar, when an "Activity" is indicated, that does not mean that visiting is closed. Most of the activities, ie: Halloween, Mother's Day, etc. are held in the visiting room, while the scheduled visit is in progress. If there is a gift, ie: Back to School, Mother's Day, those gifts are given to the visitor as they exit visiting for the day.</p>	

Round Table Open Discussion

Next Meeting Date: December 3, 2016

Location: Superintendent Conference Room

List of Acronyms: See attachment.

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