



FAMILY COUNCIL MEETING MINUTES

Location: Teams Meeting Date: 12/02/2023 Time: 10:00AM

Teleconference details: _____

MEETING ATTENDEES

Vaia Gaines, Associate Superintendent Department/facility co-chair
Mary Mansour Family co-chair

Faith Luna, AA3 Facility/council secretary
Karlina Tasker Family secretary, if applicable

Members present: Diana Knesek, Cynthia Young, Rondy Alexander, Toni Kelly, Cheryl Theriault, Meriam Fry, Loren Taylor, Kathie Cummings, Ashley Farias, Scarlett Williams, Kristen Hunt, Linda Dawson, Gwen Mcliveen

Non-council member attendees: Lorrie Collins (CRCC Visitation Sergeant), Megan Pirie (Director of Person Centered Service)

AGENDA

Old business

Topic	Discussion/Key points	Next steps
Welcome and Announcements Housekeeping/ Roll Call	Facility Co-Secretary Faith Luna took roll call	
Review of last LFC Meeting Minutes	Review of LFC Meeting Minutes from the meeting that was held October 7, 2023.	A copy of LFC Meeting minutes from October are posted on the DOC Website.
Review of Statewide family Council	Loren Taylor provided a summary of the previous Statewide Family Council Meeting.	Statewide meeting minutes have not been posted to the DOC website.
Old Business	<p>Holiday Meals</p> <p>Q: We are curious to see what we are doing for the Incarcerated this year for the holidays. People with special diets don't really get anything special for those days.</p> <p>A: The following menu will be served on both Thanksgiving and Christmas. Individuals on religious and medical diets will be served meals based on their respective diet's requirements. The fruit for the holiday meals will be two Satsuma Oranges. These will be issued to everyone regardless of their diet.</p>	

Old Business (cont.)

Salad	Dressing
Turkey	Stuffing
Mashed Potatoes	Turkey Gravy
Sweet Potatoes	Green Beans
Dinner Roll	Margarine
Cranberry Sauce	Pumpkin Pie
Satsuma Oranges	Fortified Fruit Drink

Holiday Programs

- At the beginning of December, we'll have a special group of volunteers handing out pre-packaged Grandmas cookies, a new address book and a greeting card to each of the Incarcerated Individual.
- On Saturday December 16 from 1245-1440, a special sing-along "Christmas Program" in the RAC will be held.
- Also, Holiday goodies will be given out to all I/I's before Christmas.
- December 15th Door Decorating. Can leave up until January 15th.

Q: On the holidays, it would be nice to make visitation special.

A: Dec. 24th through the 27th there will be a holiday craft offered for all visitors.

Old Business (cont.)

Q: One of the things that happened from the Penitentiary is to have input from the families with the CPPC to get different ideas on things that can be done. We can even talk to the incarcerated about things they would potentially like to do.

A: We send out surveys after the family-friendly events so that the families can give input. We usually only have a few responses from the families.

Events

- 2024 draft of events provided on 12/01/2023

Visitation

- Vote on new visitation schedule: Friday – Saturday one side and Sunday – Monday
- The votes were unanimous on changing the visitation schedule to rotating Friday – Saturday one side and Sunday – Monday.

Cover at MSU

Q: Request a cover outside of MSU visitation entrance to shield us from the weather.

A: Associate Supt. Gaines did talk with Supt. Andrewjeski and Maintenance regarding your request. They will advise.

Vendor

Discussed Outcome of Vendor meeting that was on 11/29/2023. Many concerns

Old Business cont.	<p>were brought to the vendor regarding healthy food options. One reason why there is a lack of healthy food options in the vending machines is due to healthy foods having a short shelf life. It was requested that a coffee or tea machine be installed. We are working with Maintenance to make that happen. A vending card was given to the Visitation Sergeant to provide refunds when the vending machine does not produce an item but takes funds from visitors vending card. It was requested that Monster Energy drinks be an option in the vending machines.</p>	<p>We are working with Maintenance to see what it will take to get a coffee or tea machine in the visiting room.</p> <p>We are looking into what other energy drink options can be approved for visitation.</p>
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New business

Topic	Discussion/Key points	Next steps
Securus	<p>Securus JPay is constantly unavailable. Frequently getting error messages that cut off video visits & phone calls.</p>	<p>Per Securus representative, those who have issues with Securus and the Tablets, are to reach out to Securus Technical Support.</p> <ul style="list-style-type: none"> • Call Securus' Customer Care Team at (972) 734-1111 • Email Securus at https://securushelp.com/submit-a-question/
LFC Meeting	<p>Can we change the meetings to Mondays or Fridays before visitation?</p>	<p>April LFC meeting will take place on Friday, June LFC meeting will take place on Monday, August LFC meeting will take place on Friday. All three meetings will be held at the facility.</p>

<p>LFC Meeting (cont.)</p>	<p>When are in person meetings going to start? Would like more attendees, including management/supervisors.</p> <p>Can we hang fliers notifying in person meetings</p>	<p>Uttecht (and Statewide DOC Co-Chair) supports virtual, as it allows more participation of community members across the US. CRCC will have in person meetings April, June, and August.</p> <p>Yes, fliers will be hung in public access.</p>
<p>Statewide Family Council Rep</p>	<p>Scarlett Williams will represent CRCC at Statewide Family Council Meetings.</p> <p>Loren Taylor discussed last month's Statewide Family council meeting. During that meeting they spoke about:</p> <ul style="list-style-type: none"> • Trauma care for the incarcerated along with providing healthy coping skills for trauma. • Washington DOC is working on a better treatment procedure for those dependent on Suboxone by helping them continue treatment once they release. • Institutional Contraband and how it gets into the facility and how families/visitors can unknowingly be helping to bring contraband into facilities. • The state is working on revising the policy for medical placements inside the DOC, ensuring that the medical needs get met for all individuals. 	

F Unit	<p>F Unit is an MI3 unit in MSC. CRCC has been working on updating the unit by:</p> <ul style="list-style-type: none"> • Rearranging the bunks to create more living space. • Painted an accent wall in each cell. • Installed shelves at the end of the bunk to fit a T.V. • The shelving that was under the bunks has been removed to allow more space for boxes. • This unit will be staffed on December 11th, 2023. • Starting December 18th, 2023. 20-25 individuals will be moved each day, M-Th. Searches will commence to ensure compliance within WA DOC Policy. 	
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Roundtable open discussion

Topic	Discussion/Key points	Next steps
ADA Compliance	<p>Q: Showers at camp do not have handrails. Who is the ADA person at facility?</p> <p>A: Melissa Moore, Jason Laws, Kristin Williams</p> <p>Main visiting doors have issues.</p> <p>ADA EFV is the furthest apartment from entrance.</p> <p>Q: How many showers are ADA Compliant?</p> <p>A: There are two ADA compliant showers in each unit. One in each pod.</p>	<p>ADA staff to review showers at MSU.</p> <p>We will look into how to make the visiting doors ADA compliant.</p> <p>We will look into the ADA EFV location.</p>

<p>EFVs</p>	<p>Why does CRCC make families remove items from packages? It is not in policy to do so.</p> <p>How long is the waiting period after a major infraction?</p>	<p>Please refer to the Extended Family Visit Allowable Items list. https://doc.wa.gov/information/policies/files/590100a1.pdf</p> <p>Per DOC Policy 590.100 “Time limits pertaining to infractions start on the date the infraction occurred.</p> <p>A. Within the last 5 years: 501, 502,507, 511, 521, 550, 601, 602, 604, 611, 633, 635, 650, 651, 704, or 711.</p> <p>B. Within the last 3 years: 553, 603, 607, 744, 752, or 778.</p> <p>C. Within the last year: 606, or 707.”</p>
<p>Visitation</p>	<p>Stafford Creek provided coloring books for children, can CRCC provide them as well?</p> <p>Can we do extra at visitation such as popcorn and a movie?</p> <p>Can we get Diabetic options at MSU?</p> <p>Why is there no bottled water in vending machine?</p>	<p>Coloring books and crayons being ordered.</p> <p>Popcorn may be provided during the holidays. Movies will not be provided due to it interfering with others who are visiting and do not wish to have a movie playing.</p> <p>Will look into getting diabetic options at MSU.</p> <p>MSU has bottled water in vending machines. MSC, the bottles don't fit. The boxed vending machines do not fit either. The vending machine only produces cans.</p>

Programs	<p>Is the Dog program in jeopardy?</p> <p>Can we have a cat program?</p>	<p>No. CPM Moore is over Brigadoon. CPM Laws is over Shelter Dogs. CPM Williams is over the Dog Program at MSU.</p> <p>Will look into the cat program.</p>
Washington Way	<p>Q: Where is CRCC going with the Washington Way?</p> <p>A Field Day with the Incarcerated is to be held in 2024. This day will involve incarcerated vs. staff games.</p>	<ul style="list-style-type: none"> • Started incarcerated individual led program call Trauma Talks. • Associate Turner is over Washington Way for CRCC. <p>Date for event is pending</p>

Next meeting location: Microsoft Teams Date: 02/03/2024 Time: 10:00AM

Comments: Thank you for your attendance. Please email Faith Luna (Faith.Luna@doc1.wa.gov) with any questions or future meeting topics.

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