



# FAMILY COUNCIL MEETING MINUTES

Location: MCCCW Date Thursday- 10/27/22 Time: 1700-1830

Teleconference details: Virtual meeting using MS Teams

## Meeting Attendees

Department/facility co-chair: Arminda Miller, Superintendent

Family co-chair: Paula Bond- Family Member

Facility/council secretary: J. Bullard-CPPC Family secretary: N/A

Member Present: Arminda Miller, Superintendent; Daniella Arnold, Captain; Phoebe Hutsell, Local Business Advisor; Jenn Bullard, CPPC; Paula Bond, Family Council Member; Stephanie Olson Schomoker, Family Council Member; Joslyn Trivett, Family Council Member; 350955 Williams-Irby- Gold Unit Tier Rep; 703537 Doll- Bear Unit Tier Rep.

Non-Council Member Attendees: Deborah Wofford, Deputy Assistant Secretary-Women's Division; Paige Perkinson, Senior Administrator; Monica Ritter, Forms/Records Analyst 2; Bruce Wood, Corrections Specialist 3.

## Agenda

### Old Business

Topic	Discussion/Key Points	Next Steps
Facility Count	Total Population: 105	
Tier Reps	Can we have at least one tier rep at our meetings?	Williams-Irby (Gold) and Doll (Bear) were both present at this meeting.
JPAY Update	Update on current issues	<ul style="list-style-type: none"> <li>There is a delay shipping out players</li> <li>DOC has posted a link on the webpage to get FAQ's and Securus contact information: <a href="#">Individual Technology Services   Washington State Department of Corrections</a></li> </ul>
Property Matrix	Protocol is very different from WCCW and much more upsetting for the women. (This may already be getting resolved internally. I know women are being listened to.)	This topic was addressed by tier reps: The process at MCCCW is different, has to do with property compliance and this has currently stopped in gold unit. TC is not experiencing the same issues. Superintendent Miller will investigate and address this process with each unit.
Mattresses	It sounds like this is a very big problem for the ladies. (Can WCCW send over their extras??)	Per CPM: All I/I's have a newer mattress that is six inches. Per LBA, only 6-inch mattresses have been ordered since 2018 for MCCCW. There are two kinds of mattresses: Gray and Blue per the tier reps: the blue is more comfortable and better? Superintendent Miller will follow up with CI

Strip Search at MCCCW	Are women strip searched after visit, or only when they go off campus?	<p>Per DOC 420.310 and MCCCW 420.310 OM, Strip searches are required when entering/exiting the following areas:</p> <ul style="list-style-type: none"> <li>• CSC locker room- returning from outside work crews</li> <li>• The visiting room or gym when leaving a contact visit or incoming/outgoing transport</li> <li>• For II's being placed in the SHU or prepped for transport to another facility.</li> </ul> <p>Legislature funded and provided body scanners for WCC and WCCW for receiving II's. Per the tier reps: It is not ideal, but appropriate as we want to work outside the gates, and we see the reasoning for it.</p>
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### New Business

Topic	Discussion/Key Points	Next Steps
New LFC Tradition	Request to start each meeting with opportunities to extend gratitude and share good news.	<p>Good news from MCCCW:</p> <ul style="list-style-type: none"> <li>• Will have tier reps at future meetings</li> <li>• Have provided additional furniture in each unit to include a couch and ottomans to help promote normalcy in the units.</li> <li>• Creating Veterans plaques for all the staff who are veterans at MCCCW</li> <li>• Organizing Space to make more room for programming space</li> <li>• WDAC meetings with staff and II's to discuss the Women's division and moving forward.</li> <li>• TCC has and will continue to work on bringing additional educational opportunities to MCCCW.</li> <li>• SPP Horticulture/Gardening class in the works to start at MCCCW</li> <li>• Mini Horses will be coming to the creek soon to help with human/animal positive connection.</li> <li>• Installed water bottle dispenser machines.</li> </ul>
Review LFC Policy	530.155	Did not discuss during our meeting per LFC members. Does not want to discuss until new policy is posted.
Book Donation	Possible different day/time or backup for drop off	Will discuss and have options at next meeting.
LFC Meeting Day	The LFC can decide, per policy if the meeting happens on a weekend or weekday. A vote is required to change the day/time. Additionally, if a	The meeting day was voted on and will stay on Thursday evenings at 5pm.

	meeting needs to be rescheduled, the co-chairs must mutually agree.	
LFC Elections	Must be conducted by conducted by October 31 <sup>st</sup> , 2022 Family Co-Chair: Paula Bond Family Co-Secretary: <b>Vacant</b> SFC Representative: <b>Vacant</b>	The new elected positions were voted on by Paula Bond and Stephanie Olson-Schomoker: Family Co-Chair: <b>Stephanie Olson-Schomoker</b> Family Co-Secretary: <b>Joslyn Trivett</b> SFC Representative: <b>Vacant</b> <b>*UPDATE: Joslyn Trivett has declined this position*</b>
Parent/Teacher Conferences	CC4 Bruce Wood is new HQ contact and will address program with council	PowerPoint presentation will be provided that was shared during meeting with the meeting minutes.
Amend Training	Can LFC members attend AMEND training?	Superintendent Miller will research and have an answer for next meeting.
Upcoming Events	Family Friendly Fall Event: 10/28 Legacy BINGO: 10/28 Amend: 11/2-11/5 Fall Fundraiser: 11/3 MCCCW PREA Audit: 11/14-11-17 Rock of Ages Stocking event: 12/1 Amend: 12/6 TC Training: 12/7-12/8 Family Friendly Winter Event: 12/9 Christian Event: 12/16	

**Acronyms:**

DOC: Department of Corrections  
FAQ: Frequently Asked Questions  
MCCCW: Mission Creek Corrections Center for Women  
TC: Therapeutic Community  
LFC: Local Family Council  
WCCW: Washington Corrections Center for Women  
LBA: Local Business Advisor  
OM: Operational Memorandum  
TCC: Tacoma Community College  
SPP: Sustainable Prisons Project  
PREA: Prison Rape Elimination Act  
SFC: Statewide Family Council

Next meeting location: Virtual Meeting Date: December 15, 2022 Time: 1700

Comments:

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