



FAMILY COUNCIL MEETING MINUTES

Location: Washington State Penitentiary Date: 4/02/2022 Time: 8:30-10:00

Teleconference details: MS Teams Meeting

Meeting Attendees

Department/facility co-chair: Steve Barker Family co-chair: Tina Wright

Facility/council secretary: Debra Gilbreth Family secretary: Wendy Dubinsky

Members present: Loretta Peterson; Wendy and Dean Dubinsky; Tina Wright, Connie Hollis; Carrie Montoya; Karen Cain, Harj Aulakh,

Non-council member attendees: Rob Jackson, Superintendent; Steve Barker, Assoc. Superintendent; Sgt. Chase Harvey; Bill Copland, Family Services; Caitlin Robertson, OCO; Monica Ritter, FRA2; Jordan Kisling CRT, Scribe

Agenda

Old business

Topic	Discussion/Key Points	Next Steps
Welcome & Introduction (Steven Barker)	Introduction of all those in attendance. Agenda Management: Steve Barker Timekeeper: Dean Dubinsky	None
State Family Council Updates/Resignation s/Elections	Loretta Peterson: Statewide Family Council (SFC) updates reported on items in the SFC minutes. State Family Council Meeting Notes <ul style="list-style-type: none"> Loretta has resigned, due to concerns. Will see what happens and may come back in 2023. Need to vote on a new Statewide LFC council member rep will need to make a list of nominations and send it by email for voting. 	Shared State Family Council Webpage
Family Services updates/Project Avery	Bill Copland: <ul style="list-style-type: none"> Project Avery: 11 application requests. 6 weeks structured, peer support, those that have been through the project can come back later as paid mentors. 	None
Community Partnership Program Updates	Bill Copland for Debra Gilbreth: <ul style="list-style-type: none"> Volunteers now allowed back on site, all volunteers are vaccinated, will Rapid test before entering. Those from orientation in December will begin on site in April. Another orientation will be held after Debra returns from vacation; those volunteers could start as early as May. Volunteer online training is also underway and due by June 30th. 	None

	<p>February: due to Covid cluster status events were limited to mail out only.</p> <ul style="list-style-type: none"> - Who do you Love event: The population was given the opportunity to mail out personalized valentine messages to friend and family that are approved visitors The first 100 requests received stuffed animals. For international or 2nd requests loved ones received felt hearts. - Total participants: 102. 98 stuffed animals and 4 felt heart packages - Cost: IIBF significant other - \$1400.00 including postage <p>March: Project Avery/Greeting cards</p> <ul style="list-style-type: none"> - Spring open enrollment, posters sent with applications to each unit. 11 applications received - Cost: \$0.00 - Family services unit provided 2 greeting cards with postage included for entire population. Cards were a mix of thinking of you, blank, and Friendship. Population had until March 31st (just over 2 weeks) to mail them out for free postage. - Total participants: 1,948 <p>March/April</p> <ul style="list-style-type: none"> - Spring visiting room goodie bags - Summary: Partnered with visiting room to create goodie bags to be passed out to participants. The first bags were filled with activities foam picture frames to decorate, tic tac toe games and other small crafts. Playing cards are available upon request. - For April: new items have been ordered Tickle me Plant kits with activities booklets for participants and coloring placemats for kids. - Total participants: unknown - Total cost: IIBF Significant other or Crafts with Dad. \$935.00 	
<p>COVID Updates</p>	<p>Steve Barker:</p> <ul style="list-style-type: none"> • 3 positives, those three are on isolation, IMUS is still on quarantine, last round of testing had no positives in there. There have been no staff positives in 2 weeks. Delta unit returned to normal status. • We have been testing staff since Aug 2020. Once a week. • During Facility Wide cluster, all staff tested PCR twice a week. • Required to test once a week at least. Those that are on vacation/out they must rapid test and PCR test before coming back into the facility for work. • We do not have any information on what variant the person tests positive with, if they are BA or not • Department of Health will be offering vaccination clinics for family visitors of the Incarcerated individuals. Dates/times have not been figured out yet. 	<p>Weekly Covid-19 Call in meetings are being held every Tuesday at 1 pm for local family members. To join, please contact D. Gilbreth, T. Wright, or W. Dubinsky.</p> <p>Must be an approved visitor for someone residing at WSP.</p>
<p>Visitation: In person/EFV's/</p>	<p>Sgt. Harvey: Questions asked by LFC Members:</p>	<p>Extended Family Visiting (wa.gov) link</p>

<p>Video Visits</p>	<ul style="list-style-type: none"> • Are II loved ones applying for visitation slots? - yes, we haven't had days without visitors, we usually have at least someone visiting • Are visiting slots filling fast? – we haven't had to turn anyone away we usually have extra spots • How quickly can families expect an answer to their visit request? – it usually takes about 4-5 days due to staffing shortages in and training new people; Clerical is caught up on visiting requests currently. • Can families continue to apply for two visits in one day? If so, what do families do if the second visit request isn't acknowledged? – you can apply for two visits in one day, many are here for the morning and then come back for the afternoon. Haven't heard any second visit requests not being answered • Will II be excused from work or school if there is an in-person visit scheduled? – they have always been excused for in-person visiting. • Please explain why at least one video visit a month could not be excused from work during COVID while there were FREE visits available. – Incarcerated individuals need to speak with their education/work supervisor to see if they can be removed from the callout for that day with some advance notice. That way they don't have this issue as Work/Education take precedence over video visits. Some programs are required by judgements and sentences. Sgt. Harvey will see if something can be worked out for the BAR units as far as times go for currently video visit slots. • Do you have any "think-outside-of-the-box" ideas in regard to conflict resolution for the following: loud children, intimate partner affection, new visitors, and dress code understanding, etc. – intimate partner affections (hugs allowed no kisses due to covid), we need to maintain propriety in the room due to children being present, hoping that soon we will be able to put more children's things out to keep them occupied. New visitors/dress codes are all online when signing up and online to read. • Update on photos taken during visiting and other things in the works to improve visiting, such as vending machines, games, etc. – we are back to taking photos, at the tables not with the backdrop unfortunately. They have extended the free photos through April. Looking forward to getting the vending machines back hopefully soon. We do still have games available for checkout (monopoly, Stratego, and others) 	
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New business

Topic	Discussion/Key Points	Next Steps
<p>Family's concerns over the Safety and Security of II inside of WSP.</p>	<p>The police are still investigating this particular incident, so we aren't able to answer questions specific to this incident as to not interfere with the investigation</p>	

	<ol style="list-style-type: none"> 1. Why was an older man with physical disabilities and conviction details known to be looked upon with contempt by other prisoners housed in one of WSP's gang separation units. – when they come to WSP they have a threat assessment created. Their height, weight, disabilities, STG, race, criminal history, infraction history, separatees. These things limit where you can be placed, he had been in that unit for years. 2. What were the specific failures in custody staff monitoring the unit that enabled this to happen? – unable to comment at this time due to investigation still being completed. 3. This is not the first prisoner-on-prisoner homicide due to poor housing decisions made by DOC that has been in the news in recent memory. Is DOC HQ doing anything to work with local facilities on designing better protocols for not housing people at risk of violence in settings where they will obviously be harmed or killed? – due to our facilities needs we at WSP have a more stringent risk/threat assessment than other facilities do. 	
WSP Ombudsman	<p>What are the major complaints coming into the ombuds office? What are the issues that are being resolved?</p> <ul style="list-style-type: none"> • They have a new interim-director Sonia, interviews will start Tuesday for the permanent spot. • The interim director, and assistants Angie and Caitlin. Meetings held most days. Updating and changing hotline hours, put in cell stuffers, on the website. • Calls are being monitored, coaching sessions about what they have done well and what they need to improve on. • Hoping to leave the hotline most for the incarcerated individuals, they understand not having internet access, but would like to keep it for I/I's as much as possible • Opening cases for each contact made to them, triaging every contact that comes into their office. Started March 15th. Triage 87 new complaints the first week, 114 the second week, 88 in the third week so far. • Individual contacted about shoes that he had purchased that were hot trashed, contacted facility it was admitted that it happened, tort claim was expedited, and new shoes will be ordered by the facility to replace them • Triage from family on the west side, correspondence courses, having issues getting papers signed. Reached out to superintendent, within 1 hour had an appointment set up to get the paperwork signed after two months of trying. • Sending acknowledgement orders, now within one week (starting 3/15) will send letter directly to the person who started the complaint that they are working on it, the expectation is that all complaints will be closed within 45 days. • Reports since August have not been uploaded, they are in discussion with DOC leadership to talk about that. They are working on updating these reports, to make them better. • Positives for WSP – I/I release plan was being held up wasn't sure why, Ombuds got ahold of staff, and it was moved forward, he will be released on his ERD. 2 – family member had not heard from I/I due to quarantine, 	

	<p>counselor was able to confirm that Incarcerated individual would have access to a phone, and they were able to get back in contact. 3 – investigation was keeping his Jplayer, IIU investigator reached out to I/I to explain why and he was able to understand the delay. 4 – I/I with mouth pain, reached out to medical to confirm that he does have upcoming appointments. 5 – I/I diagnosed with cancer, didn't believe that he was being given correct care, contacted medical and confirmed that he does have several appointments set up and ready to go. 6 – I/I called that they were having mental health issues and other concerns, contact was made with DOC MH, and they were able to get him help. 7 - denture issues, was unable to get an appointment due to quarantine, this is now in the process of being taken care of</p>	
	<p>Dean Dubinsky:</p> <ul style="list-style-type: none"> - New program started last month in Colorado, is a radio station run completely by inmates. Has music and new articles. - Wondering why Washington doesn't have something similar. - Back in 1992 WSP had their own TV station, it was misused which is why it isn't used today the shared channel is instead used for the TVs in the units for movies etc. - FCC issues would need to be looked into; it is a possibility to maybe move forward. May be something that SPL might be able to be involved in. - In a place now to look into things that may be considered outside of the box, opportunity for new jobs, IIBF may help with equipment and those things. Maybe like a podcast through JPAY. <p>Inside Wire: http://www.coloradoprisonradio.com/programs.html</p>	
SPL Update	<p>Chris McGill:</p> <p>Update on game console proposed to CI discussed in December LFC meeting. – little handheld machines that mimic the old Nintendo's. There may be a game system through Union Supply that just isn't available in Washington.</p> <ul style="list-style-type: none"> - At the beginning of Covid we did send out some game devices but many of them became power sources and tattoo motors. - Amend has come back with force, we as a department are trying to move forward, getting away from shotgun management - Ohio reformatory for women, to stay in the (gaming) unit you had to stay infraction free, had a two-year waiting list at least where you had to remain infraction free as well. <p>Fund Raisers – When will they resume? – fundraisers are able to do fundraisers now. CUS's and counselors have moved a lot lately so it's taking a bit to settle. SPL fundraiser funds are usually for outside charities.</p> <ul style="list-style-type: none"> - V/W fundraiser has been approved from Superintendent Jackson last week or the week before to run a fundraiser in the near future 	
Incarcerated Individual Concerns:	<p>Steve Barker:</p> <p>Questions asked by II's:</p> <ol style="list-style-type: none"> 1. Is it possible to have a roof over the weight deck that the BAR unit uses? Could IIBF be used for this? 	None

	<ul style="list-style-type: none"> - The weight deck used by the BAR is also used by the V/W incarcerated, none of these areas have roof throughout the facility. This is a safety/security issue, if they put in a roof then the towers can't see what is going on in the area which may lead to injuries to Incarcerated individuals and staff. 2. I/I are concerned about the monopoly that Union Supply has over food and supplies. For example, a keyboard from Union Supply is \$100 over regular retail price. <ul style="list-style-type: none"> – this is a Statewide family council issue, per Loretta, Sean Murphy said they will be looking into it. 3. BAR is very concerned about the lack of programing and available jobs. A few II have also expressed a concern about II NOT from the BAR working the meal lines making them feel unsafe AND that jobs are being taken from their unit. <ul style="list-style-type: none"> – there are limited jobs in the BAR, but per the unit every inmate in Adams that wants a job has one, we are running recreation in the BAR as well. -- Due to BAR being a very stable population without much movement they have a hard time getting classes as once an incarcerated individual attends they aren't able to again. – sagebrush program talked about with fish and wildlife department, the program for possible future goals <ul style="list-style-type: none"> – all meals are trayed up in the WC by V/W inmates, they only load the trays, they do not know where the trays are going to. Individuals from the BAR units serve they food once it is delivered. No jobs are being taken from the BAR units; they are the same they have been since we started serving food this way. 4. II on the BAR feel that when there are staff shortages it is this unit that is the first to get yards, annex, etc. cut. <ul style="list-style-type: none"> – This is not true. IMRS report, recreation and yard is usually the first to go in all areas. Usually gyms, then big yards, then the BAR small yards. This weekend 2nd shift doesn't look great, 3rd shift looks even worse with staffing. We understand that the inmates getting out and about is good for them and we are trying. 5. BAR frustrated with one kiosk that only visits in the morning. Do II have to chose between rec time or visit? <ul style="list-style-type: none"> – Sgt. Harvey will talk to unit managers, going to try and see what we can do about getting things expanded. 6. Did the "Channel survey" mean anything? II are saying that they never added any channels and that signal cuts out when appliances are used. <ul style="list-style-type: none"> – Superintendent Jackson approved changes to a couple channels recently. 7. Tier reps are either not relaying reported issues or using position for personal means. Issues are not being resolved. <ul style="list-style-type: none"> – anyone in the unit can meet with the SGT or CUS, if they believe the OCL is not bringing something up they can ask for a meeting themselves. 8. Property. Why do II have to turn in their replacement property DAYS, sometimes weeks, before they receive the replacement property? There are also complaints of property destruction 	
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particularly during this last variant when II were being moved. II voiced that multiple persons property had been stacked and mixed with each other, as well as "household" items being broken. Not have a job makes it difficult to replace these items.
– it used to be that property would just send the new item and a lot of the time the I/I would get the new item and they had "lost" the old one, but it would be found later with someone else. So, they changed it that they had to hand in the old one before the new item was distributed
– during the last incident (outbreak) CUS's were told to tell the I/I's to take everything with them during every move, some of them did not and left things behind.

9. Please clarify property room rules. Can II receive on of each of the following religious, property and curio per month? II are asking for this answer to be placed in the minutes since they do not have access to DOC policy that pertains to them.
– the monthly package is once every month, you can also do the quarterly package.
-- It used to be that they were getting several as policy was not being followed, but that has now been changed. Property has only two officers and one SGT to go through all the packages. When MCC ships things to us they mark things as arriving at WSP, this is what I/I's families often see.
10. II want to know why the don't have access to the policies that concern them.
– they have access to these policies both in the law library and there is a binder in the units. If they are asking and they aren't available that we need to be informed of.
11. II have asked for seats at the phones. Concerns are particularly for the elderly II
– not sure if phones cords are long enough to add normal chairs, looking into taller chairs is always possible.
12. II want to know what kind of training DOC staff get when working with mentally ill and what qualifies them to be working with this population?
– all DOC staff go through classes dealing with those with the incarcerated population and other difficulties, we all have training once a year.
– It's not specifically for MH, we do make efforts in conjunction with mental health workers in that area to provide additional training/help in unit. Not really documented training but they do offer some training in that area.
13. II have said that they are concerned about sending grievances out as Superintendent Jackson has requested/suggested. Some of the concerns include retaliation and being given a major infraction when too many of them complain about the same thing (Instigating a riot?). II would like to *know* that their grievances are ONLY being seen or heard by the appropriate people.
– grievances are sent out to be investigated, interviews of everyone involved occur. If there is an issue, we need to be informed about the issue so that we can get it taken care of. We try to mitigate retaliation; the back of the forms has a process

	<p>for reporting retaliation which go to Associate Superintendent S. Barker. – https://www.doc.wa.gov/docs/publications/500-MA001.pdf is the program resolution manual which answers questions about the grievance/resolution program.</p>	
<p>Unit Tier Reps Items</p>	<p>Baker:</p> <ul style="list-style-type: none"> • Linen services have been lacking, it is better now but not happening Mon-Thur. like it should. • Shaving in the shower is beginning to occur again even though it is not allowed. • OCL binder requested with policies. OCL was provided a binder and copies or frequently requested policies. He will keep the binder updated and request any additional policies needed. • Lack of sports equipment and games on unit game cart. Unit funds will be used to replace/add games to the unit game cart. • Requesting to allow lidded cups/tumblers in dayroom. Discussions needed with custody and other units to look into workability • Reported that some of the phones are not functional. SGT submitted work order • Requested new catalogs from Property, Food, and CI optical which have arrived in the unit. <p>Adams:</p> <ul style="list-style-type: none"> • Dog program is moving forward, more info from meeting new week. Volunteers are being cleared to enter the facility • In-cell chairs have arrived waiting for warehouse to deliver. Proposed a contract for I/I to sign to protect chairs from damage/hold responsible those that damage them. • COVID Protocols and safety, reminder of continued social distancing, mask wearing, general hygiene. Concerns voiced about new variant and how DOC will combat its spread. • Cell Guidelines, concerns around amount of property being kept in cells, cell cleanliness, and cell inspections. Personal care aide positions requested to assist some MH II's with cleaning their cells. • In Cell plants, supplies have been ordered to provide each II with a plant (spider plant or similar) for their cell while housed in Adams unit. • Yard access. Concerned about split afternoon small yard sessions requesting time changes. Also requesting time in the Big Yard at SC during the weekends. • In-cell programing. Access requested to in-cell self-improvement programs similar to Hustle 2.0 provided in IMUS. II would like to see some of these groups Anger Management, leadership, and goal setting were examples given. Can OBF funds be used to purchase these classes for II's that can afford them? • Legal calls. Currently being made in dayroom, which is loud, phones cut off at 20 mins necessitating having to redial lawyers. • Personal clothing. Interested in seeing if USG could provide socks and underwear, after recent ability to order long sleeve grey shirts from USG. • JPAY access limited by video visiting. Kiosk does not allow access 20 mins before or after video visits. If there is more than one in a day some MODS have no access to kiosk for that day. • Discussed starting a beading group. Curio items not currently allowed in dayroom. Discussion will need to be had with custody about possibilities 	<p>Baker: Laundry – CMHUS HaneyNixon will check with staff about this process and report back. Showers – CMHUS HaneyNixon will ensure staff is enforcing this rule Sports/games: email sent to Rec. Spec. Fabre about yard rec equipment. Lidded cups – decision will be made after discussions with custody.</p> <p>Adams: In-Cell classes, CMHUS will look into costs of classes after OCL's get a list of identified classes of interest from OCL's.</p> <p>Delta: Freebie TVs – CUS stated she would check into it and get back to the OCL's.</p> <p>Victor: CI Hub Kitchen - CUS Bates contacted Sgt. Belanger is waiting on response</p>

	<ul style="list-style-type: none"> • Art display area. II's requested use of part of locked bulletin board to display II art. OCL's will gather names of those interested. OCL's will work with unit staff when access to board is needed. <p>Delta:</p> <ul style="list-style-type: none"> • Unit movement returning to the normal in unit schedule where the upper/lower tiers rotate out times based on the pre-established schedules. Chow back to normal as well. East side now clear to go to big yard when it is available to them. Expected time to get back to education is after spring break is over. In person visitation should be starting again soon. Wellness would also be starting up again the April. • Freebie TV's – now that unit is no longer on quarantine or isolation, the freebie TVs will be returned to SPL. It was questioned if those level 1's previously renting TVs would be allowed to continue renting and if those who received freebies be able to sign the rental agreements to keep their TVs. <p>Echo:</p> <ul style="list-style-type: none"> • Due to quarantine has been unable to have an OCL meeting recently. Now that west side is off will try to hold one. <p>Fox:</p> <ul style="list-style-type: none"> • Requested opening of the W/C Library. Visiting is open so why not the library. • Inquired as to when SPL will be allowed to do a fund raiser food dale • When is the kitchen going back to following the regular food menu? <p>Victor:</p> <ul style="list-style-type: none"> • Requesting unit fundraiser to bring up morale, last SPL fundraiser believed to be Spring 2021 • Wellness schedule proposal. Funding? Instructors? Schedule? Equipment needed and getting approval? Signup sheets? Staff in charge? • Dayroom schedule change proposal. Requesting addition of two hours between the three time slots over the course of the day • In unit jobs. C/O Rust of 2nd shift has taken over. Changes to come. II need to be doing their job only. Victor unit will be requesting additional positions from Job Assignments. • Unit morale is low due to recent Covid quarantines. Out of cell times were recently approved for 30 mins instead of 20. • Video visits. Quality of "Free" visits is different than paid for visits. The "Free" one's glitch but paid for ones you can hear, see, and have no delays. Concerns also voiced about having video visits in dayroom due to privacy, population requests better option. • Jpay concerns about constant inbox and syncing issues. This is an ongoing issue. • Several yard phones are down • Food tastes like chemicals, not good. The boats are okay. Many don't eat it. • Requesting cleaning gear to be issued or some resolution due to COVID. • Requesting additional programs in class 2 • Requesting CI Hub kitchen workers be considered for use. List provided to CUS Bates. 	
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	<ul style="list-style-type: none"> • II requesting use of garden space outside small yard in unit. CUS Bates requested formal proposal with dates, times, individuals involved, equipment needed, and staff point of contact. • Is an Honor POD/Unit being considered? <p>William:</p> <ul style="list-style-type: none"> • Unable to hold OCL meeting due to COVID, and William Unit currently does not have any OCL's selected. <p>Unit 8:</p> <ul style="list-style-type: none"> • Currently only has one OCL and he did not have anything new to report 	
Nutritional Standards	<p>Wes Marcum:</p> <ol style="list-style-type: none"> 1. Did we ever find out if there are pictures of what II are supposed to be getting for meals? If so, where can families find these pictures? Are there pictures of what HAS been given to our loved ones during the pandemic? <ul style="list-style-type: none"> – Associate Batten has been meeting with medium OCL's and CI folks. Talking about food that is coming in, preparation, trying to improve what we have. We are focused and working on the standard of the food we are serving in our facility. 	None
Round Table Discussion	<p>Question:</p> <ul style="list-style-type: none"> - Partnering with art programs? – maybe a way to display art with an art major possibly coordinating the project for experience. - Kudos for Sgt. Harvey for the comfort and accessibility of the visiting room. - Thanks to Caitlin for all of her hard work - Thanks, from Tina for all those that attended the meeting. 	None

Next meeting location: WSP MS Teams Date: 6/4/2022 Time: 8:30-10:00

Comments: _____

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