



FAMILY COUNCIL MEETING MINUTES

Location: Washington State Penitentiary Date: 02/03/2024 Time: 8:30-10:00

Teleconference details: MS Teams Meeting – Local Family Council

/Meeting Attendees

Department/facility co-chair: Brad Bowman Family co-chair: Lisa Mundahl


Facility/council secretary: Theresa Vanderbeck Family secretary: _____

Members present: Lisa Mundahl Greene, Loren Taylor, Andrea Shotwell, Connie Hollis

Non-council member attendees: Robert Jackson, Superintendent, Brad Bowman, Assoc. Superintendent; Theresa Vanderbeck, CPPC; Visiting Unit Sgt Chase Harvey, Sgt. Buck Rohan; Lynn 'Irish' Clark, Correctional Program Manager; Bradley Moller, Correctional Industries Manager 5; Jordan Kisling CRT, Scribe

Agenda

Old business

Topic	Discussion/Key Points	Next Steps
Welcome & Introduction (Brad Bowman)	Introduction of all those in attendance. Agenda Management: Brad Bowman Timekeeper:	
Annual LFC Election	The following positions are open: <ul style="list-style-type: none"> • Local Family Co-Secretary <ul style="list-style-type: none"> ○ No volunteers at last call, position for 2024 is still open. 	
CPPC Report Action item	Theresa Vanderbeck: <ul style="list-style-type: none"> • Budget: <ul style="list-style-type: none"> ○ Holiday gifts in December finished in the beginning of the month of December. ○ Hasn't spent anything really since the beginning of December since it's been quiet as far as purchasing goes. • Upcoming Event: <ul style="list-style-type: none"> ○ Some dates for events have changed from what is on the website for upcoming events. ○ Significant other event for South Complex (Victor/William Units) April 20th. ○ Special adult event date for Delta/Echo Units July 13th. ○ Fall party for Delta/Echo Units October 19th. ○ Father/daughter dance for South Complex has been postponed from end of Feb to a later date 	 2023 2024 WSP IIBF Budget.xlsx

	<p>which will be announced when the date is determined.</p> <ul style="list-style-type: none"> ● Volunteers: <ul style="list-style-type: none"> ○ 54 volunteers in November contributed a total of 343.54 hours. ○ Non-religious volunteer ran services like AA, NA, and cultural Events totaled 115.16 hours. ○ 227.37 hrs were given by volunteers for religious services. ○ 59 volunteers in December gave a total of 386.59 hours. ○ 115.42 hours for non-religious activities/classes ○ 271.17 hours for religious services. ○ Next orientation will be Thursday (2/8/2024) will have 12 people participating in the orientation. ○ Theresa is always looking at applications and doing background checks. Always looking for new people to volunteer to get back up to pre-covid levels. ● Pop up events <ul style="list-style-type: none"> ○ Our facility has received some emails inquiring about these events, we will send out an email address for ideas for pop up events that you might be interested in seeing at the facility. 	
<p>Statewide Family Council Updates</p>	<ul style="list-style-type: none"> ● SFC meeting January 20, 2024 ● Meeting minutes will be available soon. ● Family Council Washington State Department of Corrections ● The above included link has information about Family services, and Councils both Local and Statewide. <p>Loren Taylor:</p> <ul style="list-style-type: none"> ● Cheryl Strange attended the meeting in January, talking about the current legislative session and bills that are in work. ● Funding for Washington Way at EC has been progressing well. Local Sheriffs and the Police Chief are supporting this bill. ● The main discussion was about food and Correctional industries and how it worked in the facilities. ● Food is an ideal, but the Penitentiary doesn't get as many complaints about the food for the most part compared to other facilities in our state. ● Regular banter about issues at different facilities was as normal for these meetings. ● Policy reviews and how the previous ways of open discussion has been changed. ● Extended Family Visiting policy, the update for the policy Cheryl Strange has it on her desk, she had some concerns, so it is on her desk at this time while she has her concerns investigated. 	

Visting	<p>Sgt. Harvey</p> <ul style="list-style-type: none"> • Things have been going well in the visiting room. • Numbers have dropped down a bit after the holidays plus the weather coming over the passes to this side of the state have been bad this winter so far, which can decrease numbers as well. • New games have come in recently to the visiting room. • CPPC Theresa Vanderbeck has facilitated in the visiting room the ability for the men to grab a gift of a game/toy to give to their children. They are then able to take home the gift with them when they are done visiting for the day. • Sgt. Buck Rohan will be taking over as the Visiting Unit Sgt while Sgt. Chase Harvey is doing a non-permanent role as the Correctional Unit Supervisor (Manager) in Echo unit. Sgt. Rohan has worked in visiting in the past before he was promoted to Sgt. • With Golf reopening they are going to be moving some events around for possibly the rest of this year. • Dates that need to be changed will be posted on the website as far as the visiting and event calendars depending on when the unit is repopulated. • Those coming for visiting for the east complex, there was a notice posted. The stairs coming up from the East Complex parking lot into the facility were damaged due to the snow and ice. The stairs needed to be closed. Those visiting will have to leave the parking lot and come up the sidewalk along 13th Ave and enter through the main white entrance gate to get into the EC visiting until they stairs are fixed. • Feedback from Andrea who came to visit that checking in at visiting was easy and the staff was helpful. She also appreciated that as she must drive at least 6 hours to get to the facility that she was able to visit on two days both on Saturday and Sunday. • Lisa seconded, that the staff are like friends, kind and nice and make it as comfortable as possible for those coming in to visit their loved ones. 	
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New business

Topic	Discussion/Key Points	Next Steps
West and South Complex updates	<p>Irish Clark – Manages close custody areas and Victor/William.</p> <ul style="list-style-type: none"> • We are going to be re-opening Golf Unit in the near future though an exact date isn't known currently. • All our unit managers in the Close Custody and Medium Custody units have been in their spots for less than a year, our Counselors and some of the Sgt's are also new in these various areas. • Delta Unit still has the dog program, Incarcerated in Delta and Echo are doing well. 	

	<ul style="list-style-type: none"> • A small mental health group/program is in the beginning stages of being started in our Close Custody area of the facility. • Adams unit just got their dogs from the dog program back after the construction completed in the unit. • Victor just finished having a reentry seminar. Staff joined with formerly incarcerated citizens, the WSP reentry team, and groups outside the facility to hold the seminar for those that are 7 or so years out from their release date. • In January they held a luncheon for veterans in the Medium units that had a good turnout. • They currently have dogs from the dog program out in William Unit. • SPL (Sustainable Practice Lab) has a new gardening class managed by the staff located in that area and Jerri Glenn also helps with the new sagebrush group they have started. • License plates shop has about 15 people right now working 2-3 days while starting training. They should soon be up to five days a week with almost double the incarcerated staff working in the shop. • Fundraisers are still being run by SPL, they have expanded the teddy bear department, will have charity donations and other events coming up. • WSP's Sustainable Practice Lab was started by Steve Sinclair, it is an area where incarcerated learn life skills and work skills. They offer programs like license plates (new), green zone (outside with greenhouse), sage brush being grown (new), also has the teddy bear department (sewing skills), plant area and chair repair area. • The SPL is for those living in the medium custody general population in Victor/William units of South Complex. • Most of those in Victor/William are going to be medium custody, MI3- Long Term Minimum custody, or MI2 custody (those in this custody level are usually only in Victor/William if they have things like education holds, we try not to move the individual before they finish their class). 	
Food Services	<p>Bradley Moller</p> <ul style="list-style-type: none"> • Correctional industries is moving its license plate shop from the East Complex to the South Complex. This will increase jobs for the incarcerated in William and Victor Unit. • The new shop will be in the area of the Sustainable Practice Lab. • Food services has nothing new to update at this time, but is as always open to questions. 	
SC/IMU	Brad Bowman	

	<ul style="list-style-type: none"> • IMU South resource team working with Amend/Washington Way to help those that need help with pro-social behavior development. • Correctional staff members on the resource team work with individuals that are self-isolating, working on getting them out of cells and interacting with others for positive growth. • 1500 minutes of out of cell time working with staff has been achieved for those working with the resource team so far. • In our South Complex Units Baker, Adams, and Rainier the BAR Shack is still going, it's a store that they run in the area that is running well and is popular. They are adding items to increase their offerings. • The holiday event in the BAR units was incredible with games, karaoke, and cookie decorating. The staff was participating and having fun along with the incarcerated individuals. • Associate Superintendent Bowman was invited to be part of a Statewide Reentry committee. He had the ability to bring two incarcerated individuals from East Complex with him to speak at the event. • It was an amazing event, the incarcerated individuals that attended were nervous, but they did a great job. We have had opportunities and ideas coming into the facility due to this event. • They are looking at having meetings for resources and are looking for more opportunities in the future. 	
Facility Updates	<ul style="list-style-type: none"> • Rob Jackson thankful for the kind words for those in visiting. • As of this coming summer every license plate in Washington State has been made at WSP for the last 101 years. • Last year we were supposed to have an event celebrating this milestone but the planning didn't pan out at the time. • New things coming for the IMU's like yards due to new funding and changes to legislation and policy. 	
Visiting Brochures/Items	<ul style="list-style-type: none"> • Last meeting, we spoke about getting new brochures, wondering what the status of this is, there was nothing in the visiting room last time Lisa was at the facility <ul style="list-style-type: none"> ○ The new visiting brochures for this year were received in visiting back on January 16th so they should be out in the visiting area now. • We are having struggles with the brochure because Headquarters wants all the facilities to have the same information and being more uniform. • Brought back up the idea of having something like a business card that could be given out when ID's are returned or something that could be left on a table. 	

	<ul style="list-style-type: none"> ○ CPPC Theresa will also reach out to Dawn Taylor to see what we can do about getting the business card or smaller flyer to hand out. ● Looking at getting in hold of Dawn Taylor at headquarters to see what they could figure out. ● When they sign up and are accepted with Securus could they send out a welcome email with information about the Local Family Council. <ul style="list-style-type: none"> ○ Sgt. Chase Harvey sent an email out to the Visiting Headquarters director about seeing if there is a way that a blurb could be put in the email about congratulating those that are approved by Securus for visiting about the Family Council meetings. ○ With Securus tablets, maybe adding something to the FYI tab on the tablets about the LFC might be a good idea as well. ● Getting something outside of the visiting room that gets the information out there as well might be a good idea as well. ● We do have one flyer on the wall about the Local Family Council but it is a large wall, Sgt Harvey will get with Sgt. Rohan to see if they can find a way to make it stick out more since it can be hard to see with everything else. 	
<p>Round Table Action items</p>	<ul style="list-style-type: none"> ● Tier reps or Offender Communication Liaisons are expected by Correctional Programs Managers and Correctional Unit Supervisors to be in each unit, these have been harder to do recently with so many people moving around. ● These meetings should be happening once a month and then the Associates meeting with their area Offender Communication Liaisons (OCL's) quarterly. ● OCL's have exceptions like being able to go out even if there if the other side is having dayroom, they can go around their side asking for questions and issues for OCL stuff. ● A list of the unit OCL's should be located in the unit on a bulletin board in each Dayroom. ● Is there anything like VA pods, where the VA comes in from the outside, it is nice to hear that WSP does have a Veteran group that does events and the like. <ul style="list-style-type: none"> ○ He has an idea of someone that might have some ideas on how to better assist Veterans, we have many staff members who are also Veterans. ○ DOC health services take precedence over those of things like the Veteran's Administration for those that are veterans. ● We don't really have any veterans' pods, but Correctional Program Manger Irish Clark did take a note to speak with Lifers (those with Life without Parole) sentences. 	

	<ul style="list-style-type: none"> • There is nothing set up for Lifers at this time. A previous Unit manager in Echo unit tried to have a couple of them come out of their cells and get together to talk about life, being incarcerated and things like that, but that Unit Manager has moved to another unit, so it hasn't been completely put into practice. • CPM Clark sent himself an email about speaking with his unit managers on Tuesday when they have their meeting about setting up lifer groups or something similar in their units. • Those that are incarcerated can send kiosk messages (something like an email or text from their tablets or the machine in the unit day room) or by Kite which is a paper version that is sent through facility mail (blank kites can be requested from officers in the unit) if they have questions for their areas Program Manager, Unit Supervisors or Sgts. • Any ideas from the Family Council can always be sent to the facility and we will see what we can work with and implement to make things better for those that are incarcerated here at the facility. • We have a whole city in the facility, with many different types of people, with so many needs that vary greatly from person to person. • Sometimes in the facility, because we have so many people we don't always know or see some of those that we might be missing that do need help, if someone is brought to our attention we do what we can. • Andrea was able to get a hold of a brochure and was able to get information about how to get a hold of Theresa to get more information about the council. • She was scared for her son because of his complicated medical history and that she was happy with the care that her son has received since he arrived at our facility. • We have a new facility medical director and we have an amazing medical team at our facility. Improvements are constantly being made. • Representative Dye, has the horse program request at the Penitentiary, had only good things to say about Superintendent Jackson and others at the facility. • Loren has been working with the Moore Wright Group in Aberdeen, WA. They assist those that are reentering the outside world. They have housing, a motel that was recently bought that is going to be converted to studio apartments, has AmeriCorps classes and will be starting a construction trade center to train those that wish to go into construction. • She met a long-time inmate that released out of WSP that has almost no ability working with a computer and with DSHS, Work Source and other business having most of their paperwork and resources online we need to see 	
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	<p>about having a way for those releasing to have some computer technology training before release.</p> <ul style="list-style-type: none"> • Work in early stages of developing a program in our medium units with staff possibly setting up a podcast or something similar. • California had a flyer sent out about their changing of San Quinten prison, their facility was much like WSP as far as populations go. • We need to educate and have those that are releasing being treated more like neighbors and less that they are not welcome. As in the long run this will help with recidivism rates and increase pro-social behaviors. • There is a bill Making Earned credits (1797) all 33% across the board, would not be retroactive and if passed would only apply to future sentences. • Connie talking about how the tablets are some help for those that need computer skills. Said that Victor unit is doing some really good things. Things could be so much better if there wasn't a Covid stall on everything. • Commented on WSP officers coming to CRCC to help out during covid and that if they hadn't it would have been terrible. • Commented that her son had read her comments from previous meetings about his HVAC and had commented on it so its good to see that the information is getting out to those that are incarcerated so they have the information. 	
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Next meeting location: WSP MS Teams Date: 4/6/2024 Time: 8:30-10:00

Comments: Please send your Agenda requests with questions to Theresa Vanderbeck at least two weeks prior to the next LFC meeting.

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