



FAMILY COUNCIL MEETING MINUTES

Date/Time/Location: Date: 12/7/19, 10am to 11:30am CRCC Visitation Room

Teleconference Details: If you cannot attend in person you can attend by calling [1-800-509-6344](tel:1-800-509-6344), and then enter the pass code 5118170 followed by the pound sign.

MEETING ATTENDEES

Department Co-chair: Asst. Superintendent Michelle Duncan

Family Co-Chair: Tracie Ramirez

MEMBERS: RACHEL TAASAAS, SUSAN MINGEE, ARACELI PEREZ, MARIA PEREZ, LARITA SMALLS, KEHAULANI WALKER, CARRA MORGAN, ELIZABETH DELEON, PORTIA LINEAR, DEJNANE LEWIS, MARTIN FRITZ, NICOLE MORGAN, MARY BARBOUR, KAZUKO FOWLER, KERRAINN RASHAHID, PETRA TRAMMELL, SHIRLEY JACKSON

DOC PARTICIPANTS: ASSOCIATE DUNCAN, CAPTAIN THOMPSON, CPM TURNER AND ASSOCIATE ANDREWJESKI
PHONE: MARCIA CORBETT

Family/Council Secretary: Stephanie Beidman

Facility Secretary (LFCs only): Tammie Barajas AA3

Guest: CPM TURNER

WELCOME

AGENDA

- 10:00 INTRODUCTIONS
- 10:05 LFC SECRETARY TO REVIEW MEETING MINUTES AND ACTION ITEMS
- 10:20 STATEWIDE MEETING REVIEW
- 10:30 CPM PRESENTATION
- 11:15 OPEN DISCUSSION

TOPIC	DISCUSSION/KEY POINTS
INTRODUCTIONS AND REVIEW OF OCTOBER MEETING MINUTES	<p>MEETING MINUTES WERE PASSED OUT AS WELL AS APPLICATIONS.</p> <p>REVIEWED LAST MEETING MINUTES</p> <p>DOG HANDLERS WERE PRESENT FOR THE LAST MEETING IT WAS A SUCCESSFUL PRESENTATION.</p> <p>WOULD LIKE MORE OF A 50/50 HEALTHY VS. UNHEALTHY FOR THE VENDING MACHINE.</p> <p>WOULD ALSO LIKE TO HAVE THE MACHINE FILLED HALFWAY THROUGH THE DAY.</p> <p>WOULD LIKE TO HEAR MORE ABOUT INCENTIVE PROGRAMS.</p> <p>SHE THEN ASKED IF ANYONE ELSE HAD ANYTHING TO ADD. NO ONE RESPONDED.</p>
STATEWIDE REVIEW OF MEETING MINUTES	<p>MARIA PEREZ WAS SICK FOR THE STATEWIDE COUNCIL MEETING.</p> <p>KEHAULANI WALKER—NEW STATEWIDE REPRESENTATIVE STARTING JANUARY 2020</p>

TOPIC	DISCUSSION/KEY POINTS
<p>CPM BEHAVIOR OBSERVATION ENTRY (BOE) PRESENTATION J. TURNER</p>	<p>CPM TURNER STARTED BY PRESENTING A POWER POINT WITH A REVIEW OF THE CHANGES IN POLICY 300.010. YOU CAN FIND THE POLICY BY GOING TO DOC.WA.GOV THEN IN THE UPPER RIGHT HAND CORNER CLICK ON MORE, DOC POLICIES, TYPE 300.010 TO THE SEARCH BY POLICY NUMBER. HE DISCUSSED RESULTS PRISONS AND GAVE A PRESENTATION ON THE PRISON CORE PROCESS OF MANAGING CASE PLANS.</p> <p>AN LFC MEMBER ASKED, WHAT IS A CASE MANAGER? CPM TURNER RESPONDED A CASE MANAGER IS THE NEW TERM FOR A CLASSIFICATION COUNSELOR. DOC IS WORKING TOWARD CHANGING THE TITLE TO BE MORE IN LINE WITH THEIR JOB DESCRIPTION.</p> <p>ONE OF THE PRISON CORE PROCESSES OF MANAGING A CASE PLAN IS BEHAVIOR OBSERVATION ENTRIES (BOE). ALL BOE'S ARE SUBJECT TO APPEAL. THE INCARCERATED INDIVIDUAL CAN KITE THE CPM'S AND ASK TO APPEAL THEIR BOE. THE CPM CHECKS IT FOR ACCURACY AND ENSURES THAT IS IN COMPLIANCE WITH POLICY AND WILL DECIDE TO KEEP OR REMOVE THE ENTRY. BOE'S CAN ONLY BE APPEALED FOR THEIR CONTENT.</p> <p>CPM TURNER STATED THAT DOC IS TRYING TO MOVE MORE TOWARDS ACKNOWLEDGING MORE POSITIVE BEHAVIOR, AS WELL AS ADDRESSING BEHAVIOR IN A TIMELY MANNER. HE SAID THAT STUDIES SHOW THAT IT TAKES 4 TIMES ADDRESSING POSITIVE BEHAVIOR TO 1 TIME OF ADDRESSING NEGATIVE BEHAVIOR TO CREATE AN EFFECTIVE CHANGE</p> <p>HE SAID THERE ARE TWO CPM'S AT THE FACILITY – J. TURNER AND M. MOORE. THEY EACH ARE RESPONSIBLE FOR ZONE COVERAGE AS FOLLOWS:</p> <p>J. TURNER—SAGE, CAMAS, D, F, H AND I UNITS M. MOORE—SEGREGATION, B, C, E AND G</p>
OPEN DISCUSSION	<p>AT THE FAMILY FRIENDLY FALL EVENT, FAMILIES AT MSU WERE LET IN LATE AND WERE LEFT TO STAND IN THE RAIN. THE ONLINE CALENDAR HAD ONE START TIME AND THE OFFICERS WERE SAYING TO WAS ANOTHER.</p> <p>THE CHALLENGE THAT MSU HAS IS THE FORMAL COUNT. IF THEIR COUNT DOES NOT CLEAR IT CREATES A PROBLEM GETTING VISITORS PROCESSED. WE WILL DISCUSS WITH</p>

OPEN
DISCUSSION

VISITATION AND CUSTODY STAFF TO DETERMINE IF THERE IS A SOLUTION.

MSU VISITATION PROCESSING TAKES A LONG TIME. STAFF ARE VERY FRIENDLY BUT THE LFC WOULD LIKE TO SEE THE PROCESSING TIME BE CUT DOWN.

ASSOCIATE DUNCAN WILL TALK TO THE VISITATION STAFF ABOUT WAYS WE CAN PROCESS THE MSU VISITORS QUICKLY WHILE STILL MAINTAINING SAFETY AND SECURITY.

LFC WOULD LIKE TO LOOK INTO ANY OPTIONS AVAILABLE FOR CREATING SOME TYPE OF AWNING TO PROTECT THE VISITORS AT MSU AGAINST THE ELEMENTS WHILE WAITING IN LINE TO BE PROCESSED.

ASSOCIATE DUNCAN STATED SHE WOULD LOOK INTO THIS BUT IT WOULD BE DIFFICULT WITH BUDGET AND MAINTENANCE CONSTRAINTS.

MSU HAS RUN OUT OF THE BUSINESS CARDS WITH THE EMAIL ADDRESS FOR QUESTIONS OR COMMENTS CONCERNING VISITATION.

AA3 BARAJAS WILL MAKE SURE THAT THERE ARE MORE CARDS SENT TO MSU VISITATION BEFORE FRIDAY DECEMBER 13TH.

THE LFC WOULD LIKE TO SEE A POSTING BOARD SIMILAR TO THE MSC PUBLIC ACCESS BOARD AT MSU.

AA3 BARAJAS WILL MAKE SURE THAT THERE IS MORE INFORMATION AVAILABLE AT MSU.

VENDING MACHINES:

- SOMETIMES FOOD IS MISSING THE SELL BY DATE
- WOULD LIKE THERE TO BE SOME HEALTHY ITEMS MIXED WITH SOME OF THE COMFORT FOOD ITEMS. MORE OF A 50/50 BALANCE AND NOT ALL OR NOTHING.
- MSU TENDS TO RUN OUT OF FOOD BY 2PM ON SATURDAY IS THERE A WAY THEY CAN COME FILL THE MACHINES THROUGHOUT THE DAY?
- THEY HAVE NOTICED A FEW TIMES THAT THEY DO NOT SHOW UP TO FILL THE MSC MACHINES.
- SEVERAL TIMES BY THE TIME THEY FILL THE MSC MACHINE AND MAKE IT TO MSU IT IS COUNT TIME AND THEY DON'T WANT TO WAIT SO THEY JUST LEAVE.

ASSOCIATE DUNCAN IS CONTINUING TO WORK WITH THE VENDOR TO MOVE TOWARDS IMPROVING WHAT IS PROVIDED IN THE MACHINES.

WOULD LIKE TO HAVE COPIES OF THE VISITATION GUIDELINES AVAILABLE IN PUBLIC ACCESS WERE ALL THE OTHER HANDOUT ARE.

AA3 BARAJAS WILL MAKE SURE THEY ARE THERE BY DECEMBER 13TH AND KEEP THEM STOCKED.

AN LFC MEMBER WANTED TO KNOW WHAT THE REQUIREMENT TO RECEIVE NEW MATTRESSES WOULD BE.

IT IS UP TO THE DISCRETION OF THE UNIT CUS BUT THE STANDARD PRACTICE IS THAT THE

<p>UPCOMING MEETING ITEMS</p>	<p>MATTRESSES WITH THE MOST WEAR AND TEAR GET REPLACES FIRST.</p> <p>ITEMS LFC WOULD LIKE TO ADD TO THE NEXT YEARS AGENDA: FIND OUT MORE INFORMATION ABOUT RESULTS PRISON FIND OUT MORE INFORMATION ABOUT RELEASE PLANNING</p> <p>ACTION ITEMS:</p> <p>LOOK INTO IF IT IS POSSIBLE TO GET A LIGHT OR DOORBELL TO ALERT VISITATION ABOUT THE INCARCERATED INDIVIDUAL WAITING TO GET INTO VISITATION.</p> <p>SOME FAMILIES HAVE 4+ KIDS SO THE ALLOWABLE \$40 DOES NOT GO VERY FAR. WOULD LIKE TO LOOK INTO THE POSSIBILITY OF MAKING AN EXCEPTION FOR THOSE PEOPLE.</p> <p>AN LFC MEMBER STATED THAT SINCE ASSOCIATE DUNCAN TOOK OVER AS THE CO-CHAIR THERE HAVE BEEN SEVERAL POSITIVE CHANGES.</p>
-------------------------------	---

NEXT MEETING DATE: FEBRUARY 1ST 2020

LOCATION: CRCC

The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 00-03, RCW 42.56, and RCW 40.14