Local Family Council COVID-19 Informational Briefing Meeting Minutes

Call Details:
Facility: MCCCW
Date and Time: 2/23/2022, 8:45am

Attendees:
Superintendent Arminda Miller; CPM Courtney Robbins; CPPC Jenn Bullard; MCCCW Heath Services Representative Irma Davison; FSU Representative Mike Eby; MCCCW Lieutenant Maria Hall; LFC Family Representative Paula Bonds

Weekly Update:

- Population Update- Total Population 126
- MCCCW is currently off outbreak status. Facility wide cluster has been lifted.
- MCCCW status update:
  - Facility custody staffing is currently low, recruitment continues to bring on more custody staff to support programming, visiting and recreational activities.

Superintendent Update: Arminda Miller

- Facility Operations Update:
  - Programming- Due to the status of custody staffing, we will currently be staffing as follows:
    - 1st and 2nd shift: Normal Operations
    - 3rd shift: Emergency staffing model
  - Visitation- MCCCW is currently taking a sustainable long-term approach to our visitation schedule to support visitation in a positive way, while supporting our current custody staff.
    - Will currently have visitation on Saturdays and Sundays as these are the days that are most frequently used at MCCCW.
    - We will currently not offer Friday or Monday as visitation days.
This approach will be evaluated once visiting starts in March to see how it is working and if it needs to be adjusted in the future.

Visitation hours will remain the same: 2pm to 8pm

- Recreation- MCCCW’s recreation specialist resigned, and an active recruitment is currently on-going to find a replacement.
- Facility Communications- current facility communications regarding facility status, meeting minutes, agendas, events, and memos regarding facility operations are available on the DOC webpage at: https://doc.wa.gov/corrections/incarceration/prisons/mcccw.htm and https://doc.wa.gov/family/council-mcccw.htm

CPM Update: Courtney Robbins
- Current Programming at MCCCW- our staff have worked very hard to get programming back up and going. We have several programs back up and going for the population to help with idleness.
  - Butterfly Program up and going with our partnership with SPP
  - TRAC class is back up and going and the current class will be graduating in March with another class starting immediately after.
  - Library back up and online- first day of reopening is today for gold unit, Mission unit will start back up on Thursday
  - Porters, Laundry, Kitchen, and Clerks are all back to work
  - Religious contractors will be scheduled to come back in the next week or so
  - TC programs are back up and going for our Mission unit
  - Job Screenings are back up and going and workers are being assigned.

CPPC Update: Jenn Bullard
- The Girl scouts beyond Bars fundraiser went well- sold 101 boxes of cookies, which will be delivered to MCCCW on 2/25/22 and will be dispersed to the population by Ms. Bullard.
• Valentines’ Day card activity went well- sent out 62 cards to family and friends that were covered by IIBF funds last week in time for Valentines’ Day.
• April Fundraiser has been voted on and is being organized from our local Safeway.
• Supplies ordered for a few events we have in the works for the population to participate in: Adult focused event and Significant Person Event
• BINGO in the units on Friday, went well! Each person who won received some valentine’s day candy.
• Programs in the works for starting up this year! More to come!

Comments/Closing:

Our next COVID-19 Informational Briefing will be on Wednesday, March 2, 2022, at 8:45am.

Acronyms:
CPM: Correctional Program Manager
CPPC: Community Partnership Program Coordinator
FSU: Family Services Unit
MCCCW: Mission Creek Corrections Center for Women
LFC: Local Family Council
I/I: Incarcerated Individual
IIBF: Incarcerated Individual Betterment Funds