



FAMILY COUNCIL MEETING MINUTES

Date/Time/Location: June 14, 2019 0900-1100 SCCC Visit Room & Gardens Tour

Teleconference Details: N/A

MEETING ATTENDEES

Department Co-chair: Tim Thrasher, Associate Supt. of Programs

Family Co-Chair: Vanessa Lewis

STAFF: Supt. Haynes, ASP Thrasher, ASP Van Ogle, CPM's Bohon & Schreiber, Fac. Mgr. Williams, Plant Mgr. Matthews, HSM1 Taylor, CI Mgr. Booth, CUS Shanahan, Visit Sgt. Smith, Caroline Melhuish - DOC Family Services Division; Fiesta Food Services - Charlie Norris

Family members: S. Cooksey, V. Lewis, D. Sifres, S. Babcock, V. Westman (& husband Dale), J. Revay, Heather & Lora Dockery, Julie Triggs. New members: E. Brussard, S. Hitchcock

PARTICIPANTS: H6 S. Gonzalez, G unit G. Schirato. Absent: H5 J. Faircloth

Family Council secretary: S. Cooksey, State Rep, in for Miriam Fry, Family Secy (Absent)

Facility secretary (LFCs only): K. Tatro

Welcome

AGENDA

Old Business

Topic	Discussion/Key Points	Next Steps
Fiesta Food Services	Update on 2 refurbished freezers recently installed.	None
VR Rules & Regs.	Update on VR rules & regulations discussed	None
Medical attention for offenders	Various health services issues were discussed with HSM2 Parris; answers provided.	Staff will be present for future meetings to address medical questions.

Pending

Topic	Discussion/Key Points	Next Steps
2019 Family Friendly Budget	Requested funds for Family Friendly Events have been submitted to HQ for consideration. The new budget will likely be sent out in early July, 2019.	Update will be provided at future meeting after HQ has determined funding for 2019-2020 fiscal year.
Additional Microwaves for units	Two (2) additional microwaves were purchased & have been installed in units. However, the irons & ironing boards cannot be used at the same time as the microwaves due to power load issues.	Solution will be to find another location for irons & ironing boards in units. This is currently in work.

New Business

Topic	Discussion/Key Points	Next Steps
SFC meeting update	State-side Rep, Susan Cooksey, states that possible policy changes to Family Council policy was discussed; "Parking Lot" suggestions were given to S. Cooksey today from family reps for future SFC meetings & potluck was held for Program Director, Belinda Stewart, who is leaving DOC service soon.	Next SFC update will be at our August 9 th LFC meeting.

Call-out font size increase	Call-outs are hard to read for some offenders. Can font size be increased? Due to lack of space/capacity to increase font size on the call-outs, another avenue was discussed at today's meeting.	Per CPM Schreiber, magnifying sheet will be attached to call-out in H5 Veteran's unit as a possible solution due to majority of complaints being generated from this unit. Work is in progress.
Next LFC facility tour	Discussed areas of interest for next facility tour to include extending the meeting to 3 hours to accommodate the meeting itself and tour the areas requested.	Areas of interest discussed: 1. Health Services; 2. Offender dining; 3. P bldg. to include chapel & H5 Veteran's unit. More to come.
State badges for SFC Reps	Request for State badges to be provided for SFC Rep to wear at SFC & LFC meetings. Previously lanyards were provided but not good for visibility. Suggestion for some type of clip to be attached to table number or on the table to identify so that visitors are aware and can approach with questions/concerns.	This will be reviewed by CPM Bohon for response at August LFC meeting.
VR bathrooms to be unisex	Request for restrooms in VR to be unisex due to long waiting times for Ladies bathroom.	For state-wide consistency, on July 5, 2019, the VR restrooms will become unisex where visitors of any gender will be allowed to use either restroom.

Round Table Open Discussion

- Family Friendly Events:** Dude's Day was on June 8th to include making bird houses & paper plane competition. Next events are: Summer BBQ on July 20th & Back to School on August 31st. Sign up info is out in units now & on kiosk for sign up. Latest date to sign up for both is June 28th. Offenders may only attend one of these vents. There is a max of two adult guests to attend.
- Family Fun Night:** Our next FFN event will be Friday, June 21st, for Father's Day. June 14th is last day to submit applications. Tentative list will be sent to units on or about June 17th. Final list will be posted June 20th. Max of 74 offenders that meet criteria may attend. Crafts will include watercolor painting on artist canvas & decorating wooden frames. Each offender will receive one free photo taken at event with family members to place in frame.
- Fiesta Food Services:** Charlie Norris from FFS was present for an update on the two freezer units that were installed several weeks back. Issues brought forth include: 1) ice cream that has melted and then refrozen. Staff will be notified for resolution. 2) Expired items. This will be watched closely and all outdated items will be removed & replaced. If complaints, please fill out complaint card & give to Visit Room Sgt. who will disseminate to Fiesta for resolution
- Visit Room Changes:** Two changes to VR schedule will be forthcoming July 5, 2019. This will include unisex bathrooms as well as scheduled restroom times for visitors. Anticipated improvements from these changes includes both security and sanitation. For additional information, see attached Memo from CPM Bohon.
- Health Services medical identifiers for offenders:** Per HSM1 Taylor, HQ Health Services has denied this request. A medical emergency may be declared and will be responded to accordingly.
- Family Friendly events:** Family members asked if there can be more events for adults only as most involve children. This will be an agenda item for our next LFC meeting, August 9th. Associate Thrasher's office will review this process with HQ Program Manager. More to come.
- Use of proper language in VR:** It was brought to the council's attention that a regular visitor at SCCC has been using foul language on a consistent basis causing family members to move to other tables. If this occurs, please bring this to Sgt. Smith's attention.
- Allowable items for EFV's:** Can ponchos & beanies be brought by offenders to their EFV's? This will be reviewed at the facility level by CPM Bohon & Security Specialist Bolden for response at August LFC meeting.

Next Meeting Date: August 9, 2019

Location: SCCC Visit Room

List of Acronyms: EFV – Extended Family Visit; LFC – Local Family Council; VR – Visit Room; SFC – State Family Council; HQ – Headquarters, CI – Correctional Industries.

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STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
STAFFORD CREEK CORRECTIONS CENTER
191 Constantine Way, MS WA-39 - Aberdeen, Washington 98520
(360) 537-1800

June 14, 2019

DRAFT

To: All SCCC Visitors
All SCCC Incarcerated Individuals

From: Gary Bohon, Correctional Program Manager

Re: CHANGES IN THE VISIT ROOM

In an effort to become more consistent with other visit rooms in Department of Corrections facilities across Washington state, Stafford Creek Corrections Center will be making two changes effective July 1, 2019.

First, the restrooms will become unisex. Visitors of any gender will be allowed to use either restroom. This will allow us to spread the usage of the restrooms more evenly while becoming more sensitive to gender non-conforming visitors.

The second change will be for us to move to a scheduled restroom time for all visitors. The time set aside for restrooms to be open will be at half-past each hour. This change will allow us to more easily maintain security in the visit room. It will also allow our staff time to inspect the restrooms more thoroughly and for our porters to clean the restrooms if needed. If a visitor needs to use the restroom in between the hourly times, they may go up front to Public Access, use the restroom there, and then be processed back into the visit room.

It is our intent to improve both security and sanitation with these changes. If you have any questions or comments, please feel free to discuss them with the Visit Room staff or send a Comments and Suggestions form addressed to me. Thank you in advance for your cooperation with us as we move forward and do our best to improve the visiting experience here at Stafford Creek.

:gb

cc: Ron Haynes, Superintendent
Tim Thrasher, Associate Superintendent
Dan Van Ogle, Associate Superintendent
Rob Schreiber, Correctional Program Manager
Eric Mainio, Captain
Shift Lieutenants
Visit Room Staff
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