



FAMILY COUNCIL MEETING MINUTES

Date/Time/Location: October 25, 2019 0900-1100 SCCC Visit Room (Rescheduled from 10-11-19)

Teleconference Details: N/A

MEETING ATTENDEES

Department Co-chair: Gina Penrose, Associate Supt. of Programs

Family Co-Chair: Vanessa Lewis

STAFF: Supt. Haynes, ASP Penrose, ASP Van Ogle, CPM's Bohon & Schreiber, Fac. Mgr. Williams, Plant Mgr. Matthews, HSM2 Parris, Visit Sgt. Smith, CS2 Caroline Melhuish, CPPC Mansford, Acting Captain Rubalcaba, CUS Wakefield, CUS Grubb

Family members: S. Cooksey, V. Lewis, S. Babcock, V. Westman, J. Revay, H. Dockery, J. Triggs, K. Wilks, H. Heard, S. Hitchcock, V. Clark, & L. Taylor

PARTICIPANTS: H1 S. Thornton, H2 F. Faagata, H3 J. Chambers, H4 I. Cranshaw, H5 J. Faircloth, H6 S. Gonzalez & G unit W. Armstrong

Family Council secretary: Miriam Fry, Family Secy

Facility secretary (LFCs only): K. Tatro

Welcome

AGENDA

Old Business

Topic	Discussion/Key Points	Next Steps
2019 Family Friendly Budget	Family members & LFC offender reps asking about 2020 budget numbers for Family Friendly events.	All info. received for Family Friendly 2019-2020 budget. Increase in Family Fun Night funding.
Unit microwaves/relocate ironing boards	Power supply issue with operation of microwaves & irons at the same time.	Two (2) add'l microwaves installed in units; ironing boards were relocated due to power supply issue with running microwaves at same time.
Identifiers for LFC & SFC members for meetings	Request for some sort of identification for family officers during visitation and LFC/SFC meetings so that visitors may approach officers for questions.	Identifiers were made for LFC/SFC officers to be attached to table numbers in VR. This will make it easier for visitors/family members to ask questions that affect SCCC's incarcerated population.
H5 call-out font size increase	Offenders state that print is too small on call-out and cannot read.	Magnifier sheet installed in H5 A pod over call-out sheet. If trial period is successful, other units may request a magnifier for their unit as well.
Update from Fiesta Food Services (vending machines)	Fiesta staff reviewed pricing changes to vending machine products.	New pricing list posted in VR. If issues, please fill out a suggestion form and give to Sgt. Smith for dissemination to either CPM Bohon or K. Tatro. All vending complaints/suggestions will be forwarded to Fiesta Food Services for resolution.

Pending

Topic	Discussion/Key Points	Next Steps
EFV's	Changes to EFV policy processes	EFV policy change updates by CPM Bohon and Security Specialist Bolden will be tabled until Dec. 13 th LFC meeting.
VR changes	CPM Bohon spoke on VR restroom change to non-gender specific as well as changes to restroom break times. All visitors will have restroom breaks at bottom of hour with the incarcerated at top of the hour. Restroom cleaning completed after visitor restroom break has concluded. Visitors are encouraged to notify Visit staff if additional restroom visit is needed. CPM Bohon will clarify these expectations with Shift office for Visit Sgt. coverage when Sgt. Smith is away from facility.	These efforts are being put into place to reduce contraband introduction into VR and promote cleaner VR restrooms.
Call-out magnifier in H5 A pod	CPM Schreiber reports that the magnifier installed over the call-out in H5 A pod is working well.	Units may request call-out magnifiers through their CUS, who will order through CPM Schreiber's office.

New Business

Topic	Discussion/Key Points	Next Steps
SFC meeting update	State Rep Cooksey summarized SFC meeting points to include: DOC contracts with GTL for phone services & JPay for messaging/video visitation services are both up for renegotiation. Four vendors will have one day each for demonstration for families & DOC staff. Dates are 10-29 & 30, Nov. 1 at DOC HQ in Olympia. Oct. 31 st at Maple Lane Facility. Also discussed by Pharmacy were vitamins not available OTC due to drug interactions. Mattress replacements are being reviewed for cost effectiveness & health reasons due to aging incarcerated population. Legislative meetings: 2020 requests to increase indigent fund from \$10.00 to \$20.00.	Next SFC update will be at our December 13 th LFC meeting.
LFC elections for 2020	SCCC's LFC 2020 Officers: <ol style="list-style-type: none"> 1. Family Co-Chair: Miriam Fry 2. Family Secretary: Vanessa Lewis 3. Family State Rep: Susan Cooksey 	Facility Secretary Tatro will update PPP and send to PIO Brown for viewing on TV in D bldg. HQ will be supplied with names of 2020 LFC officers.
LFC tour	Tour of H5 A pod (Veteran's unit) & B pod (SBU); SBU classroom in P bldg. RM 2213; and Chapel	Per policy, two (2) tours per year are required at each facility. Both tours will be discussed & scheduled at future LFC meetings in 2020.
Update on mattress pilot at SCCC	Associate Penrose updated group on results from mattress pilot at SCCC. Two mattresses were sampled by IMU offenders & failed.	CPM Schreiber met with CI to sample upgraded mattresses with better core that will hold up & are cost effective. Multiple copies will be forthcoming for population to try out.

Round Table Discussion:

Due to 2020 elections & tour, there was no roundtable discussion at this meeting. December's LFC meeting will include round table discussion.

AGENDA SUGGESTIONS FOR DECEMBER MEETING:

1. Secretary Sinclair has created a video with DOC's new mission statement. How will SCCC implement these core values of families working together?
2. SCCC's incarcerated population would like to create more jobs in the units, specifically unit tutors. Much of the population are taking classes and obtaining degrees that are in need of tutoring to accomplish their educational goals.

Next Meeting Date: December 13, 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; SBU – Skill Builders Unit; PPP – Power Point Presentation.

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