



FAMILY COUNCIL MEETING MINUTES

Location: Stafford Creek Corrections Center Date: Sat. 10/14/2023 Time: 9-11 AM

Teleconference details: Call in number: (833) 332-1218; Phone Conf. ID #: 579 246 440#

MEETING ATTENDEES

Karin Arnold, SCCC ASP
Department/facility co-chair

Tammey Bertrand
Family co-chair

Amber Carlson, SCCC ASP AA
Facility/council secretary

Joanne Todd
Family secretary, if applicable

Members present: HSM1 Theresa Johnson, SCCC LFC State Representative Daphne Nolte, Jack LaFavre, CUS Alina Willis, CUS Christopher Grubb, LBA Samantha Richardson, CPM Stefanie Baltzell, Superintendent Jason Bennett, CPPC Janice Jacobsen, Annie Treapanier, Wendy Dubinsky, Jill Corrales, Sarah Leon, Joanne Barnes, Patti Hicklin, CPM Robert Schreiber, Catherine Antee, Carrie Wood, Anna Ivanov, Jeanette Revay, Beathany DuSchene.

SCCC LFC Unit Representatives: (Not in attendance due to meeting being held via TEAMS): G - M. Burnam, H1 - F. Faagata, H2 - A. Ivanov, H3 - W. Adams, H4 - B. Gumabon, H5 - B. Gunn, H6 - S. Gonzalez

Non-council member attendees: _____

AGENDA

Old business

Topic	Discussion/Key points	Next steps
See Action Items Form		

New business

Topic	Discussion/Key points	Next steps / Questions
LFC Elections Family Co-Chair Tammey Bertrand	<p>Local Family Co-Chair This elected position is responsible for providing equitable representation for family members bringing issues forward that affect their loved ones at the facility where they are housed. *Nominated: Carrie Wood Update 10/19: Carrie Wood withdraw her nomination.</p> <p>Local Family Co-Secretary This elected position is responsible for the clerical</p>	<p>10/14: An email will be sent out to SCCC LFC Facility Co-Secretary's Family list for voting. 10/21: Election will close and winners will be contacted. 10/30: New representatives announced via email from the LFC Mailbox. 12/09: Meeting, New representatives will be introduced, and the incoming and outgoing representatives will work together for a smooth transition.</p>

	<p>support and documentation for families. *No nominations were received for this position</p> <p>Statewide Family Council Facility Representative This elected position is responsible for coordinating issues that have a statewide impact to families and incarcerated individuals, moving them from the local to the statewide level for possible action. *Nominated: Daphne Nolte, verbiage attached</p> <p>Elected representatives are responsible for: Communicating with LFC members on a regular basis, represent concerns of families they represent, and attend all scheduled meeting or find a designee to attend in their absence.</p>	<p>1/01/2024: Newly elected representatives will begin.</p> <p>Clarification on the Family co-secretary Local Family Co-Secretary Duties: a. This elected position is responsible for the clerical support and documentation for families. i. Will take LFC meeting minutes during the meeting, then will work together with the facility co-secretary to finalize a single draft of meeting minutes within five business days. ii. May be asked to fill in for family co-chair during absences.</p>
<p>Financial Overview / IIBF LBA Samantha Richardson</p>	<p>*See attached document</p> <p>After a meeting with the Family Co-Chair and upper management...It was decided that all facilities will be providing the local budget monthly via email to the LFC Officers. The bi-monthly meeting with then cover the last fiscal month that has closed. The budget being presented for this meeting is for August. It only reflects the 1st 2 months into this fiscal year.</p> <p>The budget narrative was started last fiscal year and we will continue to provide that, it will look different. You are used to seeing an itemized list (x amount of soccer balls, x amount of pickleballs, etc.) but going forward...the narrative will state what is being purchased</p>	<p>NR23 Tv Purchase: what is this for? Where did the fee recovery come from? A: We don't budget for the tv rental program because we do recover \$7 from everyone who rents a tv through the program. The expenditures cover everything that is used to run the program and keep the tv rental program running. We do have a new person involved in the program that is very talented and has been able to fix more tv's versus us having to buy new ones.</p> <p>Were new tv's purchased for the gym? A: Yes. At the end of the year, we had quite a bit of money left for the program..so we bought 2 80-inch tv's for the gym. It has taken a bit to have them installed because we had to</p>

	<p>but with more brief of a description.</p> <p>As of August: EFVC: \$272 has been spent but as of September we have spent that down and gone over budget</p> <p>F107 IIBF – Free Photo Program: We are spending quite a bit more and will look at asking for more funds for this program</p> <p>FF01 Back To School: We are holding onto the last \$975 to order items for next year’s event on top of using the allotment for 2025.</p> <p>Family Co-Chair T. Bertrand: Thank you to everyone involved in the IIBF meetings regarding the timeliness of reporting. Providing the most recent closed-month report provides us with more current information to work with.</p>	<p>build and install boxes around them to prevent damage happening. Both tv’s have now been installed.</p> <p>Bennett: Part of the intent for the tv’s was to be able to hold special events and not JUST for background while they are having their gym time...but I am not opposed to having that as well.</p> <p>Is Channel 25 fixed and running? A: Schreiber - We got a 6-disk changer and ran into some install issues, but we hope that the channel will be up and running again on Monday, 10/16. UPDATE: The new disk changer is not compatible with our system so another one has been ordered.</p> <p>Can the badminton, wiffle ball sets, tug of war, disc golf, pickleballs, and tennis paddles from the IIBF report under recreation be checked out by Incarcerated or were they single us for the Violence Prevention event? A: 10/16 Van Ogle – These are single use items only intended for use in field day events.</p>
<p>Family Friendly Updates</p> <p>CPPC Janice Jacobsen</p>	<p>8/19 Backpack Event Review: Incarcerated were able to shop with their children at Creek Packs R Us Carry your dream on your shoulders, Scribble Emporium Your Pen Your story, Paper Parlor, Just the “Write” Stuff, Chateau Radio A touch of Tech for your Neck. We really liked this idea and tried to make it a more interactive and meaningful visit versus getting prepacked backpacks. An estimated 92 backpacks were</p>	<p>Family Co-Chair T. Bertrand: Thank you for the family fun nights. We have enjoyed the events and it was nice to see various staff volunteer.</p> <p>Please keep uniformity for event notifications being placed in the unit. Can we also make sure the counselors know how to sign people up. Especially with Eric Guinness..we want to make sure that everyone</p>

given out along with various prizes and stuffed bears. Being some of our Incarcerated were unable to attend the Saturday event...We extended the backpack event to Friday, Sept 15th's Family Fun Night. There we were able to give out another estimated 65 backpacks filled with supplies. Along with books, stuffed bears, and prizes to the visitors

Upcoming events:

Friday OCT 27 - Special Family Fun Night: Visitors can paint pumpkins with their loved ones. All pumpkins were grown at SCCC.

Thursday Nov 2 - 2nd Eric Genius Concert: This was well received the first time he visited and the incarcerated not only loved the music but the message of hope he attaches with his commentary in-between musical numbers. After the concert, a round circle with 10 selected incarcerated (different individuals than previously selected) will meet and give feedback about what they liked or what they would like to see in the future.

Nov 9 - Defy Ventures Graduation: This group aids the incarcerated in real world things like starting a business, interviewing for a job, or how to build a resume. It has been rewarding for our Incarcerated who have participated in the class. After graduation, we will post flyers and have them sign up for the next set of programming.

Friday Nov 17 - Family Fun Night: We plan to have foam

knows how to get signed up because people missed out last time.

A: Flyers are now being walked to the units for posting. We have also posted flyers in T Building, P Building (Education), Visitation. We also include on the flyer to kiosk CPPC for signups.

How do family friendly events work when the schedule says only certain units can visit? Are those units the only ones who can attend the event?

A: No, anyone who is eligible can sign up and attend the event regardless if the event falls on their regular visit day. However, regular visitation is closed for the event and then opened for those units on the schedule once the event has ended.

Family Co-Chair T. Bertrand: If your loved one does not sign up for the event you will not be able to attend visitation until regular visit is open again.

	<p>ornament kits for those who are interested to assemble during the visit.</p> <p>Saturday Dec 2 - Adults Only Winter Event: We plan to decorate an ornament or mug and have a nice dinner. We are trying to make this as elegant as possible for our families and Incarcerated. Families can have a picture taken in the visit room and added to the mug for a keepsake and or the ornament which ever they prefer.</p> <p>Sunday Dec 3 - Childrens Winter Event: Children ages 0-18 will be able decorating cookies with the loved ones and receiving a special present from a snowman. We will have the same meal as the adult event.</p>	
<p style="text-align: center;">SFC Update</p> <p style="text-align: center;">Daphne Nolte, SCCC LFC State Representative</p>	<p>*See attached document from State Rep Daphne Nolte</p> <p>Changes to the new recreation and what hobby items they are allowed was brought up and heard on the state level. That original memo has since been rescinded.</p> <p>Thank you to all the leadership at SCCC for your time and compassion within the Tier Representative and Local Family Council communications. Thank you to Tammey for all the time you do with the LFC.</p> <p>Facility Co-Secretary A. Carlson: The Statewide Council Notes can now be found in visitation, public access, recreation, library and living units. If there are no copies available to view in visitation the visit room is able to make copies or you can contact me at docsccllocalfamilycouncil@doc</p>	<p>SCCC is the 2nd highest amount for vending machine allotment. One facility allows \$99.</p> <p>Bennett: When we looked at that, one of the main concerns we have with raising the amount was the current complaints that the vending machines are running out early. A request for the vendor to come an additional time part way through visit was presented to us but Fiesta is not willing to come out additionally. That is something that would need to be presented at a higher level and negotiated in the next contract.</p> <p>Family Co-Chair T. Bertrand: I know the fresh salads, vegetable trays and beef strip items run out quickly. I've seen it where people with buy 4 salads when they get there because they know they will be running out. I will work on a survey with the families.</p>

	<p>1.wa.gov and I will print more for the area.</p>	<p>Family Member: Can we police this at all? Family Co-Chair T. Bertrand: I don't think that should fall onto the facility. I'll address that on the survey.</p> <p>Family Member: Items are in the vending machine that are not for individual sell. Why are these things being sold? Family Co-Chair T. Bertrand: I'll address that on the survey</p>
<p>Medical/Mental Health</p> <p>Theresa Johnson, Health Services Manager 1</p>	<p>Our loved ones need to be able to get medical care when needed. I realize at the meetings; the medical team says needs are addressed right away but in reality; it doesn't happen. A: Individuals have the option of declaring a medical emergency. If it is not a true emergency, they can kite medical.</p> <p>I believe there needs to be some kind of system so our loved ones who have gotten eye glass prescriptions while at Stafford are able to get their eyes rechecked at least every 2 years. It's been 5 years since my loved one has gotten glasses for the 1st time ever. Also are we able to order prescription eyeglasses from like Zenni's as they're better quality and cost efficient as well. A: For eyeglasses, DOC uses CI Optical. There is a catalogue from which to choose glasses. Glasses may only be purchased from a DOC approved vendor, CI Optical. We do not put individuals on a two-year recall for glasses. The Eye Related Protocol (found in the Offender Health Plan) states, "routine</p>	<p>HSM1 T. Johnson: If individuals are having health related eye issues, please kite medical rite away so we can get you in to be seen.</p> <p>Clarification: 6 mental health providers have been hired and A: Yes Are any of them fluently Spanish speaking? A: I do not know but we do call on interpreters. Baltzell: We do have a mental health provider that is fluent speaking in Spanish, Christian Velez. That individual was assigned to RHU when I was a unit supervisor there and have been employed with SCCC for a few years. Arnold: Please refer to DOC policy 450.500 regarding translators. If you do hear of translation concerns, please bring those to our attention.</p>

optometry referral may be made if two or more years has passed since the last evaluation and the offender complains of difficulty with distance vision and VA screening in the medical clinic shows corrected vision to be 20/40 or worse in the better eye. We have a list of people who have requested to have an eye exam and we are scheduling them. If they meet the qualification listed above, they will be set up with an appointment to be seen by the optometrist.

My loved one is underweight and for some reason no matter how much he eats he can't seem to gain weight. Is there a way where the guys who need the extra supplements can actually receive it.

A: Per DOC policy 600.020 – All care provided to a patient is based on what is covered under the Health Plan and the Formulary. If it is not covered or Non-Formulary (and not approved), we do not provide it. Patients can only purchase items from the Commissary or DOC 600.202. These are our policy to protect safety and security in our setting. Facilities cannot acquire anything for patients except those things outlined in DOC 650.020.

Access to Mental Health needs to be improved. Weekly, bi-weekly, and monthly sessions depending on need of client is important. Group sessions to discuss PTSD, Depression, Anxiety, Suicide Ideation. ACES is important to understand the

	<p>history of Trauma and how to help. When will you hire more therapist on site to allow for better mental health care? A: We have a full contingent of MH providers and have just brought on our Psych 4 supervisor.</p> <p>My son is suffering from many medical issues due to poor nutrition, lack of sunlight and fresh air and exercise. His outside appointments are always being cancelled for one reason or another. A: If the medical needs are for an offsite appointment, medical cannot control the offsite provider's schedule, but the provider offices are very good about working with us to reschedule the appointment ASAP.</p>	
<p>Visits/Extended Family Visits</p> <p>Robert Schreiber, Correctional Program Manager</p>	<p>Why are we still not receiving 2 photos in visit, this was an IIBF change that went into effect and was funded starting July 1, 2023. A: I believe this was an instance when the Sgt. was out, and the relief was not aware. This has since been fixed.</p> <p>The holding space in visit (between processing and the breezeway) is like a staff break room and not welcoming to families. Where did the family council posters and event information go? What can be done to make that space family friendly again? Bennett: Please remember this is not just a processing or walkthrough area for the families. Staff go through that area and prior to shift change</p>	<p>Visit room update: The Hand on Childrens Museum is working with engineering to get their items put up in the kids' corner. Due to the time of year and weather they will start at SCCC after they finish at Callam Bay. For the preteens and teens, we have built a video game area with an arcade feel. Those pieces have started install. The walls and pillars have been painted. Many of the paintings have been taken down and we are looking at putting up uniform sized frames with potential options for the population to submit their art.</p> <p>Would an additional EFV unit be a capital project? A: Bennett - Yes, the struggle we also run into is real estate. We must be mindful of visibility</p>

	<p>there are staff who gather, and at times sit up to 20 plus minutes, prior to going down to their posts. I know there was a concern about the map. It is not meant to be disruptive; we are the Department of Corrections, and the map shows where our locations and peers are. The memorial on the wall is our local opportunity to honor our fallen officers due to most staff never having the opportunity to see them nationally recognized in Washington DC. The coffee cart was provided by Amend, but the materials on the cart are donated for staff by their peers. The signage was not meant to be disrespectful; we can look at that and ways to update the area some more.</p> <p>The memorial was painted by members of the population, who volunteered and were excited to be able to contribute to this.</p> <p>What does it mean, "A like relationship" when denying EFV. When will the policy change to allow EFV for families that do not have DV but has a no contact order on record. Not all no contact orders are DV related, and this is problematic to the EFV being approved. We need to protect but we also need to be allowed family connections to allow healthy relationships and keep families strong.</p> <p>A: The phrase is just as it sounds. The victim is same in nature to the requested visitor.</p> <p>Bennett: When we consider like victim, it refers to more than a romantic relationship. These are scrutinized very closely by HQ.</p>	<p>for security purposes or getting the EFV's too close to the living units. We will continue to look for opportunities, but I am unsure of what that will look like in the future. Real estate inside the perimeter is also an issue.</p>
<p>Meals/Nutrition/</p>	<p>Change in daily menu the food is the same 7 days a</p>	<p>Arnold: We have been selected as a pilot site for a</p>

Mainline/Garden

Karin Arnold, Facility Co-Chair

(Answers to pre-submitted questions provided by FSM Ron Attard)

week and it is not healthy enough and portions are not large enough for grown men.

A: The menus are on a 4-week rotation that is sent from HQ. Portion sizes are directed by the State Dietitian.

Fresh salad bar

A: SCCC follows the menu directives that are approved by the State Dietitian and HQ.

More varied diet instead of a 4-week rotation, allow condiments at the tables for all meals.

A: The 4-week rotation is HQ directed. Condiments are on the tables during certain meals on a trial basis.

The food is not nutritious. The store sells junk food. Not enough fruits and vegetables. Apples are cheaper than chips, but they are not offered in the store.

A: The State Dietitian sets the guidelines. Fresh fruit is offered at every meal.

On the Grays Harbor Food Bank's website, it was stated that SCCC donated 8 thousand pounds of food from the gardens. Why don't the I.I. get the majority of this food in fresh vegetables..then the rest given to the Food bank? SCCC cannot state that there is NOT enough for the I.I. to eat IF that much is given to food bank. Oregon's facilities FIRST feed the I.I., then give the rest away.

A: Food Service is working with the facility gardening program to implement a growing of enough of a product for the entire facility at one time.

garden to kitchen project. We have currently set a goal for 30% for the gardens to go to the kitchen but some of the gardeners made it clear that they still want to donate to the food bank. We have already designated a greenhouse's production to go to mainline. This program was just started approx. 1 month ago.

Bennett: One of the things I want to recognize that the donation to Costal Harvest an opportunity to show a side of the population that most of the public does not see. It is a positive that they do, and I would hate to take away from that. However, we will continue to look for the opportunities, continue to work with Evergreen College, with the goal of supporting 1900 servings for the population.

Family Member: The population is very happy about the change of bringing condiments to the chow hall and cooking in the dayroom. Thank you for the support with that.

	<p>Our loved ones receive rotten fruit. A: The fresh fruit and vegetables are purchased from a local vendor and are never served in a rotten or inedible state to the population.</p> <p>Can't you all make improvements and give bigger portion sizes!?! A: SCCC cannot increase the mandated portions sizes that are set by HQ and the State Dietitian.</p> <p>Arnold: I encourage you to go to the governor's website to look at more information regarding the State Dietitian's guideline.</p> <p>Boat meals barely enough for grown men. A: Boat meals are made at AHCC Food Factory to state dietitian guidelines.</p>	
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Roundtable / Open discussion

There used to be flags at the tables showing LFC members so visitors can go to their table and ask them questions during visitation. Can we bring those back?

A: We will look at that and also discuss it with the elected LFC members.

H5's new ice machine has been shutting off at 10:00 pm. This impacts those with HSRs.

Arnold: Does the machine shut down or are they not able to access it?

Family Member: The machine turns off. It's a brand new one, does this happen in any other unit?

*No other units or family members reported this happening in their loved one's unit.

Arnold: I will look into that and see if the machines are programmed for this or if it is just this machine.

**The new ice machine was equipped with a factory default timer. It was turned off on 10/17/2023.

Would the 1st step for EFVs be to bring back more days?

Bennett: We did look at the information. We ran approximately 12 random families through a map and found that the available days stayed fairly consistent with availability. I am not ready to back away from 1 day of cleaning a week quite yet. We bring out a crew and complete a more in-depth cleaning on that day as well as facilitate repairs.

Family Member: ASAP for EFV's is still currently 8 weeks

Does an AA group come to the facility?

Yes, but it is not through mental health. The current AA group is through a volunteer sponsor.

Is there a plan to get through the back log of marriages?

Bennett: There is not a limit to the number of marriages a month. We are not sure where that come from. However, a lot depends on the visit room availability and various case by case circumstances. We will look into this.

It was communicated at the state level about the food portions. Does Mr. Bennett have any input on how we can beef this up?

Family Co-Chair T. Bertrand: I believe this is a CI issue and we should address it there.

Arnold: Our kitchen is not 100% ran by Correctional Industries. I think it's best to recommend you take this to the Governors level. And we encourage you to thoroughly look at the information that office offers online

Roundtable open discussion

Next meeting location: Stafford Creek Corrections Center via Microsoft TEAMS Date: 12/09/2023
Time: 9-11AM

Comments: Family Elections closed on 10/21. On 10/19 an email was received from the nominated Family Co-Chair withdrawing their nomination. Elected officers are as such: Family Co-Chair: VACANT, Family Co-Secretary: VACANT, State Representative: Daphne Nolte.

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 16-01, RCW 42.56, and RCW 40.14.

Distribution: **ORIGINAL** - Family Council Co-chairs

FAMILY COUNCIL ACTION ITEMS

REFERENCE	NEW ACTION ITEMS OPENED	ASSIGNED TO	DATE OPENED	DATE DUE	DATE CLOSED
	Name of issue discussed in meeting Key points/discussion: Description of issue Update: Update from each meeting till closed	Owner of issue	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
Holiday Meals in Visitation	<p>Q: Is it possible during visiting at Thanksgiving or at Christmas, could we actually eat the meals with our LO that is offered to the population in the visiting room.</p> <p>A: Bennett: We don't have information on the holiday meals yet, but we can look into this further.</p> <p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Answer regarding Holiday Meals in visit with loved ones 		8/12/2023	12/09/2023	
EFV	<p>With the reduction in number of visits per week, who is tracking the data on the gap between visits and what visitors are experiencing, who is monitoring whether the change is positive or negative overall, and when will results be shared?</p> <p>A: Tracking is being completed on a spreadsheet and through the EFV scheduler. Superintendent Bennett will conduct a review in April 2023 but due to privacy concerns with attendance only aggregate data will be shared.</p> <p><u>Actionable Items:</u></p> <ul style="list-style-type: none"> ✓ Share aggregate data at LFC Meeting 	Superintendent Bennett	12/10/2022	12/09/2023	
Dishwasher	<p>Last Update was in October. What has been done and where are we on completion?</p> <p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Share update on project steps at each LFC meeting. <p>UPDATE: Dishwasher project has been placed on the Capitol List for the facility.</p> <ul style="list-style-type: none"> ✓ Share update on the power estimate and timeline per Mr. Bennett's comments at the State Family Council Meeting June 	Superintendent J. Bennett	10/08/2022	Ongoing until completion of install at SCCC	

	2023.				
Posted Information	<p>Removing outdated information from front of facility (Offender/Inmate to Incarcerated Individual)</p> <p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Update/remove incorrect exterior signage between entry doors at main visitor entrance. <p>Update: Pictures of signs have been sent to maintenance with requests to modify and remove "offender"</p> <ul style="list-style-type: none"> ✓ Remove Offender from the Visitor Card SCCC 21-059 (3/3/23) <p>Update: "Offender" has been crossed out of current visitor cards. New cards will be ordered once the facility has used the remainder of visitor cards on hand.</p>	CPM R. Schreiber	2/11/2023	12/09/2023	

REFERENCE	CLOSED ACTION ITEMS Name of issue discussed in meeting Key points/discussion: Description of issue Update: Update from each meeting till closed	ASSIGNED TO Owner of issue	DATE OPENED mm/dd/yyyy	DATE DUE mm/dd/yyyy	DATE CLOSED mm/dd/yyyy
Visitation/LFC	<p>LFC Family Member requested a feedback form in visitation room</p> <p>A: An existing form was altered to include a questions and comments section and SCCC's LFC officers. New form was placed in visitation room on 1/13/23. See attachments.</p>	Facility Secretary A. Carlson	12/10/2022	02/11/2023	2/11/2023
Special Visits	<p>There is no mailing address on the special visit forms. Also, how will notifications of approval/denial be received</p> <p>A: Special Visit forms can be emailed to scccvisit@doc1.wa.gov or mailed to: Stafford Creek Corrections Center Attn: Visitation 191 Constantine Way Aberdeen, WA 98520 Approval and denial of special visits will be made to II via kiosk message from CPM Schreiber's</p>	Visitation SGT J. McGinnis / Assoc. Supt. Penrose	12/10/2022	02/11/2023	2/11/2023

	<p>office. The II will need to contact their visitor with the news. The special visit form is a DOC document. Therefore, we cannot add the SCCC mailing address to it.</p>				
Visitation / LFC	<p>Is there a place in the visit room for LFC items? Boxes were once set up for family members who could not attend the council meeting for questions to be put in there. There was also one in the women's bathroom. There was also a place to grab minutes from the previous meeting. Used to have something on tv in lobby that announced officers were named</p> <p>A: The LFC 2023 schedules are placed on the bulletin board. Previous meeting notes are being placed in the Family Councils wall box between the bathrooms. LFC form for joining/submitting questions and comments are located by entrance. Drop box for forms is located near bathrooms. The drop box that is located inside of a bathroom does not belong to the LFC.</p>	Facility Secretary A. Carlson	12/10/2022	2/11/2023	2/11/2023
CPPC	<p>IIBF Status of refund for broken bears</p> <p>A: 1/08 Return request had to go through a negotiation process with Amazon. DOC was able to obtain a refund for all but 7 hearts. We are looking into options of repurposing the remaining 7. Outstanding amount for 7 hearts is roughly \$32.38.</p>	CPPC	12/10/2022	02/11/2023	2/11/2023
Violence Prevention	<p>Event prizes with food options that accommodate diabetic, halal, mainline alternative, and regular mainline</p> <p>A: Penrose - Van Ogle indicated he and his staff would definitely consider including healthy options for event prizes.</p> <p>Van Ogle - Healthy food choices for fundraisers will be considered in the future.</p>	Assoc. Supt Van Ogle	12/10/2022	02/11/2023	2/11/2023

Visitation	<p>LFC Family Member requested access to the list of purchase requests SGT. McGinnis is compiling in hopes of donating or contacting IIBF for Funding</p> <p>2/11: Sgt. McGinnis stated most things on list have been purchased. However, the list is still in progress and constantly changing.</p> <p>A: Everything has been purchased. Thank you for your donations</p>	Visitation SGT J. McGinnis / CPM R. Schreiber	12/10/2022	4/08/2023	4/08/2023
EFV	<p>What are the new EFV check in times, and will the forms be updated to reflect them?</p> <p>A: No forms have been found that state the EFV check in time.</p> <p>There is still concern over reduced scheduled days and a feeling there should not have been a reduction.</p> <p>A: G. Penrose - The reason for a reduction in how many times a week the EFV's are available was not due to the hours changing. It was to ensure we were cleaning the units appropriately between every use, as required by policy. The reason for the hour change was to make it so the EFV's were also within policy guidelines of a minimum of 20 hours. There wasn't an option to skip the cleaning between visits.</p> <p>Superintendent Bennett - I understand there is a concern; that is why we are tracking the data.</p>	Visitation SGT J. McGinnis / Superintendent Bennett	12/10/2022	4/08/2023	4/08/2023
Video Visits	<p>Going back to pre-covid schedule</p> <p>A: Schedule will stay as it. This will allow proper sanitation to occur between visits.</p>	CPM Schreiber CPM Baltzell/ASP Arnold	12/10/2022	4/08/2023	4/08/2023
Goodie Bags	<p>Sign-Ups to accommodate diabetic, halal, mainline alternative, and regular mainline</p> <p>A: Goody Bags were provided to the facilities pre-purchased and prepackaged by HQ. Additional inquiry email has been sent by A. Carlson- no response received.</p> <p>Recommend this be taken to next SFC meeting as this is not a facility decision</p>	Family and Volunteer Services Manager D. Taylor / State Representative Shawnte Holmes-Davenport	12/10/2022	4/08/2023	4/08/2023
Visitation	Measurements of blue totes used for EFV's	CPM Robert Schreiber	2/11/2023	4/08/2023	4/08/2023

	A: Tote measurements were emailed to LFC Members. DIMENSIONS: 7.8" L x 17.4" W x 15.1" H				
TB	TB Updates A: As of 2/01/2023 SCCC has reinstated monthly TB teleconference meetings. Please refer to those notes, and all future notes, for TB updates at SCCC. LFC Facility Secretary emailed February's TB notes on 2/02/23.	HSM S. Evans	12/10/2022	4/08/2023	4/08/2023
Visitation	Options for visitors being allowed to use restroom prior to RAT test being completed. A: SCCC is currently waiting on protocol updates before we are able to implement any changes UPDATE: As of 4/07/2023 testing is no longer required to enter visitation pending the county COVID color status.	CPM Robert Schreiber	2/11/2023	4/08/2023	4/08/2023
Mattresses	Are infractions being given for having 2 mattresses when that's what they were issued? A: If 2 mattresses were issued, it was approved by the CUS, like it currently is in several of our units that have the old mattresses, then we would not infract. The unit CUS' were contacted and are aware of who is authorized to have 2 mattresses. They are not removing the extra mattresses right now as most are thin and the units are waiting on the new mattresses. The unit CUS reviews all infractions for their units and know those mattresses are authorized. However, G-unit and H1 now have the new thicker mattresses and double mattresses are not authorized without specific approval. Absent of that specific approval, such as an HSR, then for sure we could/would infract. Please keep in mind that the argument that if they have two, then they must have gotten them from staff, is not always true. Incarcerated can trade/steal from	Captain E. Mainio	2/11/2023	8/12/2023	7/05/2023

	other cells or common storage areas in units. If that is the case and they are found with 2 mattresses when they were not authorized an infraction could be issued.				
Tablet Use in the Gym	<p>Q: When will there be tablets allowed in gym?</p> <p>A: Bennett - there is a statewide policy stating that we are not to have those in the gym. Per 280.925, It only gives the appointing authority to approve exceptions if access does not exist in the living unit.</p> <p>Page 2. I. B. 2</p> <p>B. Individuals are prohibited from:</p> <ol style="list-style-type: none"> 1. Direct or indirect access, either physically or electronically, to IT systems or data, including employee/contract staff workstations, unless approved. 2. Using media players in Prisons other than the recreational yard or in the assigned living unit. Exceptions may be approved by the Superintendent for individuals that do not have access in the living unit. <p>Update as of 4/13/2023: A memo was released allowing the use of Securus tablets in the gym. Memo attached.</p>	Superintendent Bennett	4/08/2023	8/12/2023	7/05/2023
CPPC	<p>Special Event FAQ page.</p> <ul style="list-style-type: none"> ✓ Family arrival time ✓ Event end time ✓ Ability to purchase extras at event ✓ Vending open ✓ Will regular visit be open after <p>A: See attached Special Event FAQ page</p>	CPPC Janice Jacobsen	4/08/2023	8/12/2023	7/05/2023
SPP	<p>Can families write grants for the SPP costs (Roots of Success)?</p> <p>A: All grants for state run programs are ran through WADOC HQ. Therefore, families can only make donations towards state run programs at SCCC. – ASP K. Arnold</p>	ASP Karin Arnold	4/08/2023	8/12/2023	7/05/2023

<p>Medical Diets</p>	<p>Q: Diabetic diets are not making it to visit, although other diets such as Kosher, Gluten Free, and Religious meals are. A: There are some conversations going on about that and we are looking into it.</p> <p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Ensure that Consistent Carb, Lighter Fare, and Diabetic Diet meals are delivered to visit with all other therapeutic diets consistent with DOC policy 610.240 and Therapeutic Diet Guidelines (Attachment 1) 	<p>Superintendent Bennett</p>	<p>8/12/2023</p>	<p>10/14/2023</p>	<p>10/14/2023</p>
<p>Donations</p>	<p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Share list of items that can be donated to EFVs at LFC Meeting ✓ Share list of items that can be donated to Housing Units at LFC Meeting ✓ Share list of items that can be donated to Visit Room at LFC Meeting <p>A: There is no direct list available for items that can be donated to EFV's, Housing Units, or the Visit Room. Please email the docscclfamilycouncil@doc1.wa.gov mailbox with your idea/requested item for donation. We will then look into the item, and respond if it is approved to move forward with donation or if it is able to be purchased through available IIBF funds for area. Only the requests sent to the docscclfamilycouncil@doc1.wa.gov are able to be screened/addressed in this manner.</p> <ul style="list-style-type: none"> ✓ Share donation form and process at LFC Meeting <p>A: Donation form (DOC 21-966) was emailed to SCCC LFC Family Members on 8/04/2023 and is attached to meeting notes. Donation Approval Request forms can be emailed to docscclfamilycouncil@doc1.wa.gov and will be forwarded to the appropriate department from there.</p>	<p>CPM R. Schreiber</p>	<p>12/10/2022</p>	<p>8/12/2023</p>	<p>10/14/2023</p>

LFC Unit Rep Item	<p>Our medical care/needs are not given to the proper care/attention like it should!! Individuals are being neglected of the care that Doctors, Nurses, CNA, etc, are hired here to provide!! Individuals are in worth/critical/life threatening condition the they were when initially seek for medical attention!! Remedy: Need better and respectable service we deserve..And hold these care providers accountable for their negligence</p> <p>A: M Lynch - Our patients have access to 24 hour medical care. We offer sick call 5 days per week and each patient is also assigned to a primary care provider. If a patient needs a higher level of care we send them out of the facility to receive the care that meets their needs. Please let me know if there are specific issues that you would like me to look into and I will be happy to do so. It is my goal that all of our patients receive the appropriate care that they need and that all of our patients are treated with dignity and respect. Thank you.</p> <p>S Evans - Health Services strives to provide timely and appropriate services to all patients that require clinically appropriate care. The clinic conducts sick call daily Monday thru Friday and on average sees more than 12 to 15 patients daily. Additionally, those providers not conducting sick call, are seeing 12 to 15 patients daily that are assigned to their current patient panel. The facility with the support of our security partners provide access to off site specialists on average 11 to 15 patient out trips Monday thru Friday all over Western Washington. The clinic is still addressing some backlog on non-critical services due to COVID 19 over the last year. These numbers do not include infirmary services, nursing services, and other on-site specialty services. As always, the health service team appreciates any productive feedback from patients and families to</p>	RN M. Lynch / HSM S. Evans	12/10/2022	8/12/2023	10/14/2023
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	<p>better assist services provided to patients. Thank you.</p> <p>UPDATE: Facility Co-Secretary AA Carlson has forwarded this agenda item to the Facility Healthcare Manager Blaine MacDowell for follow up.</p>				
Rain Jackets	<p>Better quality rain jacket for Incarcerated. What is the process, timeline for approval and distribution?</p> <p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Share publish date of Summer 2023 catalog. ✓ Confirm whether rain coat will be added or not. <p>The Spring/Summer catalog does not have a rain coat. November 1st is the scheduled launch date for the next property program. Unknown at this time if raincoats will be available.</p> <p>8/23 Update received from Family Co-Chair: The rain jacket USG sourced should be added with all necessary approvals in the next 30-45 days and hopefully included in the next catalog update.</p>		12/09/2022	10/14/2023	10/14/2023
Mattresses	<p>UPDATE: All units have been issued mattresses as of Friday, July 14, 2023</p> <p>*If any of your loved ones are having issues with their new mattress, please have them communicate it to their CUS. It will be triaged and forwarded from there.</p>	CPM R. Schreiber	2/11/2022	8/12/2023	10/14/2023
IIBF	<p>Spend for restricted funds; in the past, families were able to make recommendations and collaborate on events, monies were not spent, and creative solutions were not explored in lieu of in-person events, these questions are for FF01, FF15, FF37, FF61, FF69, FF91, FF97, FF96, and there are questions regarding the total amount available in FF40.</p>	LBA S. Richardson / CPPC	2/10/2022	10/14/2023	10/14/2023

	<p>A: CPPC – Families can email recommendations to the SCCC LFC mailbox, docsccllocalfamilycouncil@doc1.wa.gov. The LFC facility secretary will then acknowledge and forward to CPPC</p> <p>LBA – FF40 is the only one managed by HQ, the total amount available (as of 1/26) is \$14,450. HQ issues the funds to the families that qualify. All other FF's stated are restrictive funds and fall under CPPC.</p> <p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Share final year end final report for FY 2023 at LFC meeting. ✓ Share budget spend plans for FY 2024 at each LFC meeting. ✓ Share current account balances at each LFC in addition to the report. ✓ Share with families at LFC Meeting the types of requests and recommendations they can make for use of FF01, FF15, FF37, FF61, FF69, FF91, FF97, FF96. <p>A: There is no direct list available for items that can be requested for these family friendly accounts. We are open to all suggestions and appreciate them so we can allow variety at our yearly family friendly events. Please email the docsccllocalfamilycouncil@doc1.wa.gov mailbox with your idea/requests. We will then look into/forward the idea/item to the appropriate department. Only the requests sent to the docsccllocalfamilycouncil@doc1.wa.gov are able to be screened/addressed in this manner.</p>				
LFC Meeting Schedule	<p>Change LFC Meeting Schedule to Accommodate Timely IIBF Reporting</p> <p><u>Actionable Item:</u></p> <ul style="list-style-type: none"> ✓ Request that meeting schedule for 2024 be moved to the 4th Saturday to accommodate timely IIBF reporting, or that a separate IIBF meeting be held so that families receive timely reporting 		8/12/2023	12/09/2023	11/01/2023

	<p>A: Changing the LFC meeting date would conflict with already scheduled events submitted to HQ for 2024. However, we will keep this in mind for 2025 scheduling.</p>					
Securus	<p><u>Actionable Items:</u></p> <ul style="list-style-type: none"> ✓ Report broken tablet count at every LFC meeting. ✓ Report number of tablets replaced at every-LFC meeting. <p>A: 7/25 to 8/07: 405 tablets have been replaced over the last 2 weeks</p> <ul style="list-style-type: none"> ✓ Report number of tablets in inventory for exchange at every LFC meeting. <p>A: 40 on hand, 7/25 300 have been ordered, but we only have a tracking number for 200</p> <ul style="list-style-type: none"> ✓ Share and communicate documented process for requesting tablet replacement if tablet is black screen/nonfunctioning. Including timeline and how they will receive their trouble ticket number. This communication to be sent to families and residents. <p>A: No trouble ticket is being issued for the black screen. The Incarcerated Individual needs to notify us of the screen and they will go on the list for tablet replacement.</p> <ul style="list-style-type: none"> ✓ Communicate estimated time frame for tablet replacement turnaround. <p>A: A timeline cannot be given due to facility never knowing when supply arrival and availability will be</p> <ul style="list-style-type: none"> ✓ Communicate plan to address dead zones in WiFi in the facility, with updates on progress at each LFC meeting. <p>A: We have notified the assigned technician for SCCC. Once all kiosk issues are addressed.. a dead zone evaluation will be done, and plan made</p>			12/10/2022	12/09/2023	11/01/2023

	<p>to address found zones.</p> <ul style="list-style-type: none"> ✓ Provide documented process for family members and residents for reporting nonfunctioning Securus video visit terminals? <p>A: Kiosk, information is reported to staff in unit then staff report to Baltzell. There is posted information with directions in the units.</p> <ul style="list-style-type: none"> ✓ Provide monthly updated contact information for the Securus Liaison to families. <p>A: SCCC's Securus Liaison is Kerri McGarrah. Ms. McGarrah is an SCCC employe, not Securus. To speak with a Securus employee families and friends should contact Securus customer service.</p>				

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 16-01, RCW 42.56, and RCW 40.14.

Distribution: **ORIGINAL** - Family Council Co-chairs

Dear Stafford Creek Family Members:

This is Daphne Nolte, your current SCCC State Family Council Representative. I am reapplying for that position in order to continue to represent Stafford Creek at the State level.

When I was first elected as the SCCC SFC Representative in April of this year, I had no idea what the role entailed; I just knew that my heart couldn't say no to the opportunity. Now that I have held the role for a few months, I am even more passionate about continuing to serve on the State Family Council. It is some of the most rewarding work I have ever done, and as I grow into this position, I feel I am becoming more and more able to help our loved ones and families not just at Stafford Creek, but throughout Washington's DOC facilities.

Here are a few points to help you assess my ability to serve you and your family members:

- I was recently named to serve on the Governor's Council on Traumatic Brain Injury
- I worked for the Department of Navy in various capacities for fifteen years. For five years I ran the local Navy Ombudsman Program, providing training and coordination to 80+ volunteers at any given time. For three years I had the honor of working one-on-one with Wounded Warriors, many of whom suffered from PTSD, which is also a common affliction amongst the incarcerated population.
- Designated Naval Base Kitsap Employee of the Year
- Twice named an Outstanding Federal Employee
- I hold an MEd in Counseling
- My connection with Stafford Creek is with a dear friend and former colleague who serves as a tier rep. He and I partner on issues to benefit the DOC resident population both at Stafford Creek and across the state, with the ultimate goal of improving not only those lives, but also the lives of DOC staff and the communities to which the residents will eventually return.

Thank you for considering me for-election to the SFC position.

With gratitude,
daphne

Daphne Nolte
SCCC State Family Council Representative

Stafford Creek Corrections Center (SCCC)
Incarcerated Individual Betterment Fund (IIBF)
FY24 IIBF Budget August 2023

Account Code	Budget Category	Proposed Name - Programs/Events	Total FY24 Budget	Expenditures	Fee Recovery	Remaining FY24 Budget	Brief Description of Expenditures to Date
88125	EFVC	EFV - CONSUMABLE ANNUAL ALLOCATION	9,000.00	272.08		8,727.92	remote controls, pillows, pitchers, paper towels
89130	F107	IIBF FREE PHOTO PROGRAM	2,400.00	975.73		1,424.27	photo supplies
89130	FF01	BACK TO SCHOOL	5,250.00	4,274.28		975.72	books, whiteboard markers, markers, folders, headphones, pencils, pencil cases, calculators, cotton wipes, disposable cups, briquettes
89130	FF15	FAMILY FOCUS EVENTS	2,280.00	116.97		2,163.03	blank puzzles
89130	FF37	RELATIONSHIP WORKSHOP	300.00			300.00	
89130	FF40	HOTEL VOUCHER PROGRAM	20,000.00	400.00		19,600.00	
89130	FF61	SPRING EVENT	2,250.00			2,250.00	
89130	FF69	WINTER EVENT	9,000.00			9,000.00	
89130	FF91	VIDEO GREETING	500.00			500.00	
89130	FF97	SPECIAL ADULT EVENT	2,250.00			2,250.00	
89130	FF96	SIGNIFICANT OTHER APPRECIATION	2,250.00			2,250.00	
88118	NR14	MEAL ENHANCEMENTS	4,000.00			4,000.00	
88125	NR08	EFV - SUPPLIES	0.00		(10.00)	10.00	
88160	NR19	RECREATION SUPPLIES	8,204.00	4,524.67	(1,232.00)	4,911.33	hobby shop supplies, badminton, wiffle ball sets, tug of war, disc golf, soccer ball, pickleballs, footballs, cables for machines, pylons for football, white field marker, maci punch set, mini punch set, bucket of chalf, tennis paddles, diamond point chisel, bass strings, guitar strings, tool motor shaft, thick cable for pulldown
88170	NR23	TELEVISION PURCHASE / INSTALLATION SUPPLIES	0.00	2,259.26	(4,322.37)	2,063.11	fiber optic receiver rack-mount, coaxial connectors, quad-shield cable pack
88180	NR27	UNIT ACTIVITIES	3,624.00	(199.21)		3,823.21	199.21 refund from last FY
88190	NR30	VISITING AREA SUPPLIES	2,762.00	258.67		2,503.33	plastic hangers, remotes, board games, playing cards
89170	OP03	TELEVISION SERVICES	148,800.00	24,781.46	(1,797.12)	125,815.66	
		Report Total	222,870.00	37,663.91	(7,361.49)	192,567.58	

**Stafford Creek Correction Center (SCCC)
Incarcerated Individual Betterment Fund (IIBF)**

FY24 Budget Narratives

Account Code	Budget Category	Programs/Events	Proposed FY24 Budget	Brief Description of Program Objective <i>At the beginning of each fiscal year, please ask the assigned program manager to provide a brief description of the funded programs and how they will provide a positive impact on the lives of the incarcerated individuals.</i>
89130	F107	IIBF Free Photo Program	2,400.00	Monies used to provide 2 free photo during visiting to the incarcerated and each of their guests.
89130	FF01	BACK TO SCHOOL	5,250.00	Monies used to support back to school events that focuses on positive interaction and involvement in the child's education. Participants must attend a workshop on how to appropriately encourage their children with a focus on schoolwork and participation.
89130	FF15	FAMILY FOCUS EVENTS	2,280.00	Monies used to encourages individuals to participate in crafts and special events during visiting.
89130	FF37	RELATIONSHIP WORKSHOP	300.00	Monies used for supplies for the Significant Other Appreciation Event workshop.
89130	FF40	HOTEL VOUCHER PROGRAM	20,000.00	Monies allocated to the facility for the Lodging Assistance Program is designed to provide assistance to families that must travel extended distances to visit. This assistance encourages and supports in-person visitation.
89130	FF61	SPRING EVENT	2,250.00	Monies used to support Incarcerated Individuals in recognizing the impact that their involvement has on the children in their lives. Participants will have the opportunity to compete with their child in different games to foster teamwork, good sportsmanship, and positive interaction. Activities will include family projects and games.
89130	FF69	WINTER EVENT	9,000.00	Monies used to support the winter event for families to participate in various seasonal activities. Encourages the bond between the incarcerated and their families by creating positive memories and to allow for the continuation of family traditions. Participants will be able to provide a gift to the children in their lives, create family projects, play games.
89130	FF91	VIDEO GREETING	500.00	Monies used to support video greetings that are recorded and sent to their loved ones
89130	FF97	SPECIAL ADULT EVENT	2,250.00	Monies used to support a special visitation day for adults and their incarcerated loved ones.
89130	FF96	SIGNIFICANT OTHER APPRECIATION	2,250.00	Monies used to support a special visitation day for the incarcerated and their significant support person
88125	EFVC	EFV - CONSUMABLE ANNUAL ALLOCATION	9,000.00	This category is for monies generated by fee supported Extended Family Visit Program (EFV) and will be used to replace and update EFV items throughout the fiscal year to ensure the EFV's are clean and usable. These items could include furniture, pots and pans, mattresses, linens, towels, and kitchen supplies. In FY24 \$2250 was allocated to each EFV at SCCC.
88125	NR08	EFV - SUPPLIES		This category is for monies generated by fee supported Extended Family Visit Program (EFV) and will be used to replace and update EFV items throughout the fiscal year to ensure the EFV's are clean and usable. These items could include furniture, pots and pans, mattresses, linens, towels, and kitchen supplies. The fees recovered, currently set at \$5 per night until July 23rd 2023.
88115	NR14	MEAL ENHANCEMENTS	4,000.00	Monies used to enhance the November and December meals for the incarcerated population.
88160	NR19	RECREATION SUPPLIES	8,204.00	This category is for monies generated by fee supported recreation programs will be used to support Incarcerated individual wellness activities. Items include, but are not limited to: horseshoes, ping pong balls, pickleballs, footballs, basketballs, volleyballs, softballs, softball bats, board/card games for units, cornhole bags, recreation prizes, resistance bands, medicine balls, bumper plates, CrossFit wall mount racks, weight bars, line marker chalk, hobby shop tools & consumable items (i.e. sandpaper), ceramic casting slip. \$4,000 is allocated for the annual field day event for individuals who meet the requirements of being infraction free for the given time period.
88170	NR23	TELEVISION PURCHASE / INSTALLATION SUPPLIES	0.00	This category is for monies generated by the TV Rental Program and the purchase of new TVs and/or repairs to support the program. Monies will used to purchase TV's, when necessary to support the SCCC TV Rental Program
88180	NR27	UNIT ACTIVITIES	3,624.00	Monies provide items that are not required but improve the every day life of the individuals living in the unit and contribute to reducing idleness. board games, card games, puzzles, microwaves
88190	NR30	VISITING AREA SUPPLIES	2,762.00	Monies support consumable items provided in the visit rooms and are intended to support a positive visiting environment. Items may include: games, coloring books, crayons
89170	OP03	TELEVISION SERVICES	148,800.00	Monies allocated statewide to provide cable TV programming to the incarcerated population. The required user fee recovery offsets the cost of providing cable TV services

222,870.00

**These notes were transcribed by SCCC LFC State Representative Daphne Nolte and provided to SCCC LFC Facility Secretary Amber Carlson by SCCC LFC State Representative Daphne Nolte after the meeting. No changes to the notes have been made by the facility.

State Family Council Meeting Report

September 16, 2023

Presentations:

Sean Murphy, Deputy Secretary for the Washington State Department of Corrections, discussed numerous issues. Highlights include:

- **Cultural and peer-led programs** are available at every facility. Each one needs a sponsor. All programs will have to reapply in order for DOC to take inventory and to improve the structure in the post-Covid world. Lynn Flynn continues to work on gathering volunteers. One of the best ways to recruit volunteers is by word of mouth.
- **Classification** tools that were developed in 1984 are being revised to define risk with the help of a nationwide expert. The goal is to change the classification model in order to move people to a lower classification level. Many staff are receiving training so that they will have knowledge of classification and screening. Expect an update in December.
- Mr Murphy will look into sharing SFC minutes on Securus tablets. Let Lisa Flynn know if these are not received.

In addition, staff members discussed the following:

- The **updated EFV policy** is currently being reviewed by the office of the Attorney General. It will soon be sent to Deputy Secretary Murphy and Secretary Cheryl Strange for signature.
- Extended Family Visit (**EFV**) **fees** will no longer be charged. Any fees that were paid after 23 July 2023 will be refunded. II's with family support are 11 times more likely to succeed once they are released.
- **IT and Securus:** The new tablet program will come live in Shelton on 25 September to ensure that newly incarcerated individuals will be sent to their receiving facility in possession of their own tablet.
 - Securus has recently provided 30 free games on the tablets. They have also provided a free subscription to Newsstand effective 29 August through the end of the year.
 - A satisfaction survey is scheduled by Securus for the first week in October.
 - Four new Securus service technicians have been hired and are being trained, with one more hire being anticipated.
 - Securus effected a large music push on 5 September to restore missing music. If music is still missing, resident should submit a ticket. If family members have trouble, they should first contact Securus.

Family and Relationship Programs

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- Lisa Flynn, Director of Correctional Services, noted that Washington is one of only four states that have EFV programs. The housing for these visits is mostly in trailers and manufactured homes.

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- Senator Claire Wilson and Assistant Secretary of DOC's Women's Division Jeannie Darneille are working together to provide a Family Reunification Program at all facilities.
- Three facilities are working with the Children's Museum in Olympia to remodel the children's areas in their visiting rooms. SCCC is one of the facilities receiving funding from a grant to accomplish this.
- Six relationship-building events are provided each year, such as the recent back-to-school events where children received backpacks with age-appropriate items.
- Individual facilities can also request pop-up events such as an ice cream social or a movie with popcorn and juice. Contact the Local Family Council with your requests.
- Visitors can now be reimbursed \$50 twice a month for lodging or transportation or both if their address is at least 150 miles away from the facility. Until this change was made, reimbursement was only available once a month.

Substance Abuse Recovery Unit (SARU)

- David Musser, Clinical Director for Substance Abuse, responded to discussions about the DOC substance abuse program. He agreed that the facilities need AA and NA meetings every day. At some facilities, DOC staff are given time during their work hours to attend meetings led by community members. He suggests inviting AA and NA programs to return to the facilities, although it was pointed out to him that volunteers don't feel supported at all facilities. Deputy Secretary Murphy recommended advocating for sponsors, and noted that there is no DOC requirement for a staff member to be present at these meetings.

Stafford State Local Family Council Representative:

- In response to a statement on the August SCCC LFC survey, Jamie Dolan, Director of Correctional Industries (CI), explained that **Union Supply** orders are sometimes held up while waiting for all of the ordered items to become available. She will look into sending an individual kiosk message to customers whose orders are in this status.
- SFC Co-chair Loren Taylor met with Senator Wilson and several families to discuss making changes to **DV indicators**. Senator Wilson has this issue on her radar, and is looking for pathways to bring about changes. Deputy Assistant Secretary Jeff Utech noted that DV indicators should also be addressed at the local level.
- Any resident can send a kite to Medical requesting a **screening for diabetes and pre-diabetes**. This information could prompt residents to request the diabetic diet as well as to increase their level of exercise. The Chief Medical Officer, Dr Maryann Curl, is very supportive of this testing.
- SCCC SFC Representative will send list of Securus concerns to DOC Headquarters to be presented to Securus.
- DOC will look at increasing current limit on vending machine cards in visiting rooms.

Open Forum Highlights:

- The main focus of the open forum was the change in the **recreation policy** that resulted in residents being told that they would need to eliminate some of their craft items.

**These notes were transcribed by SCCC LFC State Representative Daphne Nolte and provided to SCCC LFC Facility Secretary Amber Carlson by SCCC LFC State Representative Daphne Nolte after the meeting. No changes to the notes have been made by the facility.

- Don Holbrook, Assistant Secretary, Men's Prison Division, listened to concerns from numerous SFC representatives and family members
- Some of the **concerns** were as follows:
 - The items have already been approved and are now being taken away
 - Items were already purchased, and restocking will add an additional financial burden to II's and families
 - Some residents will experience a loss in income if ability to sell craft items is curtailed
 - Craft projects provide an enormous mental health benefit, which will be negatively impacted with the removal of some of the crafting opportunities
 - The new scissors can't cut leather or card stock
 - The policy appears not to have been put out for public comment before it became effective
- **Possible resolutions** were as follows:
 - Consideration will be given to grandfathering in items, although this will not happen for items that were eliminated for security reasons
 - It was suggested that residents could choose which items to remove from their cells if overcrowding is a driving cause of eliminating craft items
 - A request was made to allow residents to send items home with family members after visits, although it was pointed out that this carries some complications
 - Mr Holbrook said that more conversation is needed, and agreed to take written suggestions and comments.
- Dianne Doonan, Assistant Comptroller/Strategic Planning reported that the office is working to enable electronic deposits of untaxed **commissary funds**.
 - In the meantime, families sending **money orders** for the commissary to their loved one must include the II's name, DOC number, and "store" or "commissary" written on the money order.
 - Full instructions for sending funds can be found in [Send Money | Washington State Department of Corrections](#).