



Stafford Creek Corrections Center LOCAL FAMILY COUNCIL

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Phone Conference ID: 750 083 686#

Date: June 08, 2024

Time: 9:00 - 11:00 a.m.

Location: MS Teams Meeting

BI-MONTHLY AGENDA

TIME	TOPIC	DISCUSSION LEADER
9:00 am	Welcome / Ground Rules	Jason Bennett, Facility Co-Chair
9:15 am	Action Items	Jason Bennett, Facility Co-Chair
9:30 am	Financial Overview / IIBF	Hillard Mellin, Local Business Administrator
10:00 am	Family Friendly Updates	Branwyn Mansford, Community Partnership Program Coordinator
10:15 am	Statewide Family Council Update	Daphne Nolte, SCCC State Representative
10:30 am	Roundtable	Jason Bennett, Facility Co-Chair
11:00 am	Thank you / Closing	Jason Bennett, Facility Co-Chair

FAMILY COUNCIL MEETING MINUTES

Location: Stafford Creek Corrections Center Date: Sat. 6/08/2024 Time: 9-11 AM

Teleconference details: Meeting ID: 225 240 039 127 Passcode: jBAEKP / Or call in (audio only)
+1 564-999-2000,,750083686# United States, Olympia (833) 322-1218,,750083686# United States
(Toll-free) Phone Conference ID: 750 083 686#

MEETING ATTENDEES

Jason Bennett, SCCC Superintendent
Department/facility co-chair

VACANT
Family co-chair

Amber Carlson, SCCC ASP AA
Facility/council secretary

Keen, Kellie
Family secretary, if applicable

Members present: Shawnte Holmes-Davenport, Visitation Sgt. James McGinnis, LBA Hillard Mellin,
CPPC Branwyn Mansford, Catherine Antee, Sarah Leon, Captain Eric Mainio

Non-council member attendees: _____

AGENDA

Old business

Topic	Discussion/Key points	Next steps
See Action Items Form		
Photos in Visitation	Family Member: Request to put visit room photos back on action item list. The visit room Sgt. is still not following the policy at her last visit.	Policy has been clarified and implemented.
Visitation Bathrooms	Our struggle to leave the bathrooms unsecure is the risk of something happening that should not happen. In order to keep yourself and your loved ones safe we will be keeping the doors secured.	Action Item has been closed
Dishwasher / Dish pit	It was listed on the 10-year capital plan, and it is currently listed for the 2027 year. Please remember that though there is a date the priority of other things can change that. Our roof and the air systems for the visit room that have taken priority, but as soon as capital gives us the go ahead on the dishwasher, we will start the work. Family Member: How are the dishes being washed currently. Bennett: They are being washed	Update/A: No, they do not have music playing or available in the dish pit. When the option was explored, it was deemed that playing music in the dish pit area would cause inconsistencies within the kitchen work environment for the population. Therefore, music will not be played at this time.

	<p>manually. They follow restaurant guidelines with the 3 sinks.</p> <p>Family Member: How is that going?</p> <p>Bennett: We have received concerns from the family council regarding the large number of trays that go through.</p> <p>Family Member: Do they play music while they are washing.</p> <p>Bennett: I do not know. I know that could make the time go by better, I will speak with Mr Attard on that.</p>	
Counselors Open Door Time	<p>Family Member: What was the outcome and consensus of that?</p> <p>Bennett: That they would honor door times and provide coverage for the times that they were gone.</p> <p>Family Member: That was effective immediately?</p> <p>Bennett: It was, and we are always looking of ways to make it better.</p> <p>Family Member: Is there a follow through mechanism in place?</p> <p>Bennett: The leadership team makes rounds through the units during the week and look at doors for posted times. Concerns are brought forward as we come across them. The general accountability is through observation.</p>	Action Item has been closed

New business

Topic	Discussion/Key points	Next steps / Questions
<p>Financial Overview / IIBF</p> <p>LBA Hillard Mellin</p>	<p>**See attached financial sheets</p> <p>Anything that is in grey...that designates funding that we cannot touch and move to another area.</p> <p>Recreation Supplies: We are continuing to spend those funds down...so when you see my next financial report, you will see more funds taken from there.</p>	<p>Family Member: Recreation supplies - Thank you for getting a survey out. Did you see that survey and the outcome?</p> <p>Mellin: I did not see that survey, but we are going to buy what Is recommended.</p> <p>Family Member: Will we see what is purchase on the next LFC meeting?</p> <p>Mellin: Yes. The next fiscal report will show everything that was purchased.</p>

Family Member: Items have to be purchased and delivered by July 1st?

Mellin: June 30th is the date for it to count towards this fiscal year?

Family Member: Who do I email to get additional things covered by this fund? Is it Diane Dugan?

Mellin: That is correct.

Bennett: Repairs and replacements can be started at a local level, and we can reach out to Diane Dugan. Please remember that this report is 6 weeks behind so some of the money you are looking at today has already been spent. Our August meeting will cover that more.

Nolte: I have emailed you (Mellin) regarding the vouchers. Families may choose to use the family reimbursement for the 2 nights. Does that mean they can claim the \$50 for the 1st night and \$50 for the 2nd night as well?

Mellin: I will look into that.

Nolte: During the SFC meeting in May and asked if the payments can be made retroactively and she said no one had asked that and will look into it.

Family Member: I can answer some of those questions. Before the visit you have to send in the request notifying them that you will be coming for a visit. After the visit you submit your receipts. They also want to know your dates so they can document it. Diane (?) has stated that you can receive that money 2x a month if you are coming from over 300 miles. But you cannot get both lodging and gas. So, it is either 2 nights or the gas money per person.

Nolte: That is different from what Dawn Taylor has sent us.

Hilliard: I will check into that

***Action Item**

Family Friendly Updates

CPPC Branwyn Mansford

Parents and Mentors has a full list and a significant wait list. We will be having activities outside if the weather permits. The rescheduled spring event will be held on July 13. That is child focused and will be outside as well. Signups for both events are closed.

Back to school signups will start June 11th.

The next Family Fun Night is July 19.

For 2025 we are planning to have an adult event "Celebrating Support" outside. Celebrating Support was originally Dudes Day, then changed to Parents and Mentors. However, we noticed this year that we needed to broaden the support systems even more now that we are offering it as the adult event outside.

We were able to purchase graphing calculators for our older kids who attend the Back-to-School event. We also purchased an inflatable obstacle course and a new camera that will be used for our events and the video gram program. We also got approved for mini-USBs for our send out program.

Volunteers and programs:
4 new onboarded in May and a few more that we are onboarding at other facilities.
A new non-denominational service has opened for Sundays. That was approved and all put into place Friday, allowing us to build a call out for this week.

Family Member: The spring event list has closed. When will notifications go out.

Mansford: They went out Thursday afternoon by kiosk. For the most part...if you signed up and qualified, you made the list.

Girls Scouts Behind Bars: This organization has expanded and are looking to come into SCCC. This program allows parents, grandparents, aunts, uncles, brothers, sisters to be scout leaders for children in their own families. The children are allowed to come in and be part of this group that is made up of other children who are impacted by incarceration. They have had great success with this program at both Monroe and WCCW. They would be coming to SCCC every other month, and in the off months they meet via zoom. They will transport the kids to avoid a burden on the outside families.

However, in order to do this, we will need to take a half hour off of visitation every other month. By doing that it allows ample time for processing and ensuring the safety of the group's visitors.

Bennett: One of the things we wanted to bring to this group is that though would be a minor impact to the visiting program 6x a year, we feel that there would be a significant benefit in having this program at our facility....but wanted to reach out to the family council for thoughts.

Family Member: Did you send this to the population for their thoughts? Also, could there be an email sent out to the LFC with more information on this program.

Mansford: We have not sent out any information yet as we would like to make sure everything falls into place first. Then we will send

		<p>out many forms of communication regarding the program's details.</p> <p>Nolte: How many participants do you think you will have?</p> <p>Mansford: The max they can have is 20 youth per troop. It generally starts out small and expands once the word gets out.</p> <p>*See attached information on Girl Scouts Behind Bars</p>
<p>Statewide Family Council Update</p> <p>SCCC LFC State Rep. Daphne Nolte</p>	<p>The urgent care program is back up and running. I am told it is going very well.</p> <p>Mr. McDowell is watching the A1C data and looking to see how that is trending on the diet front.</p> <p>The Wealth of Wellness (WOW) program is growing and partnering well with medical. They are now doing wellness checks in each unit looking for outstanding issues that may have fallen through the cracks. This is a slow but excellent process. WOW has had 2 different workshops this year. January's had 120 participants who learned about nutrition labels and how to read them. There was also blood pressure checks and blood draws done. They have gathered the nutritional information on the commissary items and mainline meals to distribute to the population. The mental health workshop had 130 participants that consisted of small group meetings. That one allowed them to open up about the traumas in their lives. Staff have also participated in these group discussions as well.</p> <p>SCCC has the Men of Compassion program up and going. This allows residents to spend time with their peers who are on end-of-life care in medial.</p> <p>Ombuds had a meeting at the end</p>	<p>The May meeting minutes are not available online yet.</p> <p>SFC Family Co-Chair Sarah Leon: This was the new co-secretary's first meeting so the notes are a little different than I am used to....but I hope to have them reviewed this weekend so we can get them published.</p> <p>Cable Update: Starting Monday (6.10) the population will receive a tv channel guide. Will there be more channels added to that list?</p> <p>Bennett: I don't know if more channels will be added to the list. The list is very comprehensive, and we will have more channels than before but are able to keep the movie channels as well. This new system is being used across the entire organization. I do know that they were trying to ensure that we continue to carry TDW, as that is extremely important. This will all be a positive impact for individuals across the agency.</p> <p>Nolte: Also, kudos to you with the Superbowl situation and ensuring it would be being showed at SCCC.</p> <p>Family Email List: DOC can no longer send that.</p> <p>Carlson: That is correct. The emails list had been sent out in the past but can no longer be done. What I can do is send an email to my LFC Families list explaining the circumstance and stating that</p>

	<p>of April consisting of 35 Individuals and various SCCC staff members. They spoke about various topics, and it was successful.</p>	<p>if they would like to provide their email to you and Kellie, to reply directly to both of you.</p> <p>Bennett: Daphne and Kellie can you give a verbal approval for this process?</p> <p>Nolte: Approved</p> <p>Keen: Approved</p> <p>*An email was sent out on 6.12 to Co Secretary Carlson's LFC Families email list.</p>
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Roundtable / Open discussion

Bennett: In response to an email, I received about EFVs - We have the same amount of EFV's as most of our partners. I have received a request about adding more but please note that it is a rough estimate of \$100k to have one built. We had a temporary trailer here that I inquired about purchasing but it was well over \$70k and wasn't truly available due to the required wind compliances. We are not opposed to adding more, but it is a process, it is a long-term process

Family Member: These certificates that the population are allowed to get on their tablet...if they want to receive any credit it will cost \$80 for them to take the test. Where is the funding coming from? IIBF or will we need to send in money? Also, taking these tests requires an educator to be present, none of this has been explained well to the population and/or the families. The pel grant is only for college credit and tuition...is this \$80 considered part of the tuition and how is this going to help them obtained the education.

Bennett: This email just came out from HQ on Thursday and have not been able to dive into all the details.

Family Member: I received the information via distribution. So, I went to their website and looked into it more. When you watch the video where it shows the \$80 fee. I am drafting an email to Ms. Arnold with all of this as she did not know about the video either. Would GHC know about this funding even?

Bennett: I don't believe GHC would be able to assist with this. This all came to us on Thursday, and we are catching up on this process and am more than willing to look into all of this more.

Bennett: I had an email related to enhancing the role-playing games. I am working with HQ by asking if we are now going to allow multisided dice, and other additions to these type of games. Regarding the cards... there are issues with the specialty cards is that can have value much like a baseball card. Which can then be turned into an underground currency. So, we are asking HQ regarding all of these questions and will not allow further enhancements if it is not approved by HQ.

Family Member: Cable fee...they are paying their funds but with the HD channels are not coming in. There is something about SCCC needing to be rewired? What about the TVs in the gym are they being used yet?

Bennett: I have not heard about this (SCCC needing to be rewired), but will inquire with our plant manager about the differences with the signal coming through for the HD channels. I do know they are working on the install, and we are hoping for a seamless transition when we go to the new carrier.

The TVs in the gym have been on and are being used. We did have 1 of the TVs with a picture issue due to someone throwing something but it was not a significant impact.

Family Member: Last month the SBU pod had a talent show. It was recorded and there was talk about putting it on a disk to show to the population. Is this still being worked on?

Bennett: Not at this time. Unfortunately, we do not have a way to edit it due to the way it was recorded. There was some questionable material but in large it was reported that there was a lot of good things included in the program. However, there was concerns brought forward by the population regarding some content from the program and we do not want any part of the population to feel targeted.

Family Member: You do not have the technology to edit it?

Bennett: There is technology available but there are current obstacles with our allowed technology that we

are able to use.

Nolte: For the talent show next year...maybe we can warn the participants about appropriateness as it is being recorded.

Bennett: Yes, next year we will be making a note that we do not want to interrupt community standards

Nolte: Update on fundraisers?

Bennett: I do not have a good answer for that one right now. It does come down to me needing volunteers from staff or our volunteers that come in. It cannot be family members. The struggle is I cannot direct a staff member to help with a fundraiser, especially in my position (Superintendent). We are also looking at trying to find fundraiser options that are not so labor intensive. We are looking at breaking it up and maybe doing a fundraiser for a ¼ of the population at a time. We have to be very mindful of the Ethics board, especially when we utilize staff.

Nolte: Does there always have to be a DOC volunteer as well as outside volunteers?

Bennett: There is almost always a staff person involved.

Family Member: Tier rep minutes, can we send out those minutes to the LFC? Visitation - is there anything we can bring besides our diaper bag that they can lay them in? When you have a 9-hour visit...that is a long time for visitation with an infant. What if anything can be donated for playpens or bassinets for babies to be laid down in?

Bennett: Are we allowing stroller?

McGinnis: Yes, we have strollers available in the public access area. We do allow for car seats to be taken down, but it goes through the search process.

Family Member: So, for clarification...If I brought the car seat down next time...and wanted to lay him down...I can have him in the car seat with us at the table.

McGinnis: Yes

*The most recent Quarterly Tier Rep notes were sent to Co Secretary Carlson's LFC Families email list

Family Member: With the new EFV policy there is a new cancellation list implemented. Has this been started.

Bennett: I do not know where we are with that. We will have to look for that information.

Family Member: The new policy states that the Superintendent is responsible for the decision regarding the cancelation list. This list would be beneficial for those who live close and can get there in 12 hours or less.

Bennett: The policy states that I am responsible but please note that things do get delegated out. I know there is an OM (Operational Memorandum) being worked on. ***Action item**

Family Member: Can we use some of the non-restricted funds to purchase 2 pack and plays to keep in the visit room for instances like we heard a family member speak about today?

Bennett: We can see if that is an option. I will follow up with the Sgt. about that. ***Action Item**

Nolte: Top-Down Show Down Tournament Update:

Bennett: There was a competition around completion of timely room searches and property compliance. This was created by some staff to encourage others to complete searches noting we were not meeting all the agency required time frames. The focus was on quantity and quality noting that staff were encouraged to complete good searches focused on "search to find" and remove serious contraband and not just go through the motions of a search. The goal was never infractions but rather to remove dangerous contraband and keep the population safe.

As there was a negative perception, I directed that the competition be terminated and verified that it was. The searches themselves are required by agency policy, so the population will continue to see the searches. What has ended is the competition between the units and any tracking for competition purposes.

The policy regarding [Searches of facilities](#) outlines the requirement that each room is searched a minimum of every 60 days. The noted searches were required by policy. The cancelled competition was focused on meeting the policy requirements where there had been a previous gap and corrective action surrounding the concern. The rooms that were searched were required to be searched, the only direct impact of the competition was to motivate staff at being timelier and more thorough in the completion of their duties. The increase in attention to detail is part of what we should be seeing on a regular basis, however it is not what the population is used to seeing so it feels a little odd.

The thought that staff would risk placing contraband for the infractions...that is not tolerable. If I was made aware of this, I would look into grounds for termination.

There were no policies that were broken, there was a perception issue. The intent of the staff members who created it was positive...To get all to complete searches properly and be educated regarding what they are allowed to have and what they are not. The tournament has been canceled but searches will still be done, and we hope to have them completed properly.

I want to make sure to reiterate that the risk is so high for a staff member to bring in and plant contraband that it is not worth the potluck prize. We want to hope for positive interactions from our staff and population.

Roundtable open discussion

Next meeting location: Stafford Creek Corrections Center via Microsoft TEAMS Date: 8/10/2024

Time: 9-11AM

Comments: Please send your suggestions for family friendly events, unit activities, unit items, and visitation items to the LFC email box, docscclcclocalfamilycouncil@doc1.wa.gov.

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 Owner of issue	DATE	DATE DUE	DATE
	Name of issue discussed in meeting		OPENED		CLOSED
	Key points/discussion: Description of issue Update: Update from each meeting till closed		mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
Pack and Play in Visitation	Can non-restricted funds be used to purchase 2 pack and plays for the visit room so those with infants can utilize them?	CPM Robert Schreiber	6/08/024	8/10/2024	
EFV Policy	With the new EFV policy there is a new cancelation list implemented. Has this been started?	CPM Robert Schreiber	6/08/024	8/10/2024	
Visiting Voucher	Families may choose to use the family reimbursement for the 2 nights. Does that mean they can claim the \$50 for the 1 st night and \$50 for the 2 nd night as well? Are they able to claim gas reimbursement as well? A: Per Dawn Taylor: The Lodging and Transportation Assistance Program (LTAP) will reimburse qualifying applicants in the amount of \$50.00 towards the cost of either a hotel stay or gas purchase for qualifying applicants who travel over 150 miles to visit the facility. Qualifying applicants may request up to TWO \$50 reimbursements per month to assist with the cost of transportation and/or a hotel stay when visiting their loved on. (They can use this on the same visit for gas and hotel or separate out for 2 separate visits. There is a \$100 maximum monthly reimbursement). Must apply at least 10 days in advance to allow time for processing of application. There are times when we can make an exception, but the 10 days advance notice helps us to make sure the reimbursement is sent timely. If someone is new to the program and learns about during or after their visit, we will also make an exception for up to 30 days to allow the family to apply. The application and all information	LBA Hillard Mellin	6/08/024	8/10/2024	

	is outlined on the DOC Website under Family Support, Lodging and Transportation Assistance .				
Dishwasher	Share update on project steps at each LFC meeting. 6.08 UPDATE: It is still on the Capital Plan and is currently listed for the 2027 year. Please remember that though there is a date the priority of other things can change that.	Superintendent J. Bennett	10/08/2022	Ongoing until completion of install at SCCC	

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 Bathrooms	Change in procedure for visitor bathroom use to avoid long lines A: A discussion was held with the Captain regarding mandatory posts in visitation being filled. This will ensure the facility has adequate staffing available to attend to visitor bathroom needs.	CPM Robert Schreiber	4/13/2024	6/08/2024	6/08/2024
Meal Cost Difference	What is the difference in cost for the carb conscious diet versus the regular diet? A: Menu cost that was done last July 2023. Current rates are in the works but we have not been updated yet by CI. These are just the food costs and do not include the "overhead" costs of production. See averages below: Men's Mainline menu is \$2.571 Men's lighter fare meal cost is \$1.848 to \$2.028 depending on the week Men's Diabetic diet cost is \$2.737 to \$2.828 depending on the week	FSM Ronald Attard	4/13/2024	6/08/2024	6/08/2024
Email Addresses	Can a list of employee email addresses be provided to the LFC Family Members? A: See document attached to 4/13/24 LFC Meeting Minutes	Superintendent Bennett	4/13/2024	6/08/2024	5/06/2024
Counselors Open Door Time	There has been reports on inconsistency in open door time for counselors A: This was addressed with all classification staff at their March meeting	CPM Schreiber & CPM Baltzell	2/10/2024	4/13/2024	4/13/2024
Visitation After Events	Why was it implemented for visitors and Incarcerated to leave visitation after an event if	CPM Schreiber	2/10/2024	4/13/2024	4/13/2024

	<p>the visitors planned to stay for the remainder of visitation?</p> <p>A: This was to allow for the teardown and clean up process after events.</p> <p>Is there a plan to go back to not leaving after an event, if you are planning to stay for the visit?</p> <p>A: Incarcerated attendees may stay in the visit room if they agree to assist in the teardown and cleanup process. This will avoid a double strip out for the day. Visitors must leave the visitation room.</p>				
Visitation Strip Out Process	<p>Can a modified strip out be completed for the Incarcerated who are leaving and then coming back from getting insulin?</p> <p>A: It is a policy requirement that a strip search be completed after a contact visit, SCCC will continue with the process required. ref: Policy 420.310 – Searches of Incarcerated Individuals, pg 4, IV : A: 3: b</p>	CPT Mainio	2/10/2024	4/13/2024	4/13/2024
Personal Shoes in Visitation	<p>Now that the table tops are glass, can Incarcerated where personal shoes to visitation?</p> <p>A: After speaking with other facilities and comparing their processes SCCC will continue to follow the posted Visitor Guidelines. ref: SCCC Visitor Guidelines, page 5 “Incarcerated Individuals will wear state issued clothing, undergarments, and footwear into the visit area.”</p>	CPM Schreiber	2/10/2024	4/13/2024	4/13/2024
CI Order Sheets	<p>Order sheets are only good through January 31st for union supply?</p> <p>A: Union Supply has updated their form to read “Food Package Order Form 2024-2025”.</p>		2/10/2024	4/13/2024	4/13/2024
Holiday Meal in Visitation for 2024	<p>Request for a holiday meal in visitation</p> <p>A: After reviewing the 2024 holidays that SCCC provides meal enhancements for, it was found that visitation does not fall on either of those holidays. We will look at and consider holiday enhancement for visitation again in 2025.</p>	Superintendent Jason Bennett	12/09/2023	4/13/2024	4/13/2024

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



Stafford Creek Corrections Center

Changes From Last Quarter (February 2024 to April 2024)

- Budget increase from \$248,901 to \$254,821.
 - Increase of \$5,920. Increase in Pop-Up Allotment.
- Expenditure increased from \$147,787 to \$173,044
 - Spend of \$25,257.



Stafford Creek Corrections Center

Expenditures

- EFV Consumable Allocation - \$49 for new supplies in the EFV.
- Recreation Supplies - \$1,889 – Hygiene supplies, Soccer Ball, Racket balls, resistance bands, gym chalk, Wood stain and filler.
- EFV Supplies – \$48,- Baby proofing outlet covers, rugs, and curtain rods.
- Back to school supplies – \$912 - Ti-83 Calculators.
- Family Focus – 372 - Candy, plants, water, popcorn, paint, mini clay pots.



Stafford Creek Corrections Center

Expenditures

- Spring Family: \$1,567 – DVD set, popcorn bags, washable markers, tiny pom poms, self adhesive shapes, yarn, backdrop, paper fans, cardboard booth stand-up, tablecloth, games.
- Winter Family: \$558 – food for winter family event.
- Significant Person Day: \$279 – Cream puffs.
- Adult Day: \$45 – assorted candy, craft kits, centerpieces, paper fans, garland.

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>
89110	CULT	IIBF RESTRICTED CULTURAL EVENTS	9,710.00	Monies used to provide cultural events at SCCC per the new cultural events policy 5890.160
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

Stafford Creek Corrections Center (SCCC)
Incarcerated Individual Betterment Fund (IIBF)

FY24 IIBF Budget April 2024

Account Code	Budget Category	Proposed Name - Programs/Events	Total FY24 Budget	Expenditures	Fee Recovery	Remaining FY24 Budget	Brief Description of Expenditures to Date
89110	CULT	IIBF RESTRICTED CULTURAL EVENTS	9,710.00			9,710.00	
89110	F107	SPECIAL PROJECTS	1,536.00	1,284.44		251.56	4x6 DYE SUB MEDIA FOR PRINTER/PAPPER & RIBBON x3
88125	EFVC	EFV - CONSUMABLE ANNUAL ALLOCATION	9,000.00	8,924.70		75.30	remote controls, pillows, pitchers, paper towels, DVD binder, HDMI converter, hand soap, dish soap, blinds, shower liners, mats, waffle maers, night lights, bedding, coloring books, lamps, bunkbeds, dining room tables, dog poop bag dispenser wall mounts, changing pad, electric skillets, outlet covers
89130	F107	IIBF FREE PHOTO PROGRAM	2,400.00	2,218.25		181.75	photo supplies, charging cable
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	591.95		1,688.05	blank puzzles, shipping boxes, gold coins, craft rolls, markers, pencils, construction paper
89130	FF37	RELATIONSHIP WORKSHOP	300.00			300.00	
89130	FF40	HOTEL VOUCHER PROGRAM	20,000.00	3,162.63		16,837.37	
89130	FF61	SPRING EVENT	2,250.00	21.74		2,228.26	DVD set for event
							boxes with ribbon, treat bags, light-up balls, christmas ornaments, lanterns, party favors, lip balm, mini lights, popcorn, clear squeeze bottles, christmas costume, candy canes, hats & gloves, fleece throw, crew socks, food coloring
89130	FF69	WINTER EVENT	9,000.00	7,468.29		1,531.71	
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	1,855.41		394.59	Tissue paper, scissors, easel brush, round palettes, jumbo paper straws, coffee for s/o event, cream puffs for event
88118	NR14	MEAL ENHANCEMENTS	4,000.00	4,000.00		0.00	Turkeys-November, Prime Rib for December
88125	NR08	EFV - SUPPLIES	0.00		0.00	0.00	
88160	NR19	RECREATION SUPPLIES	8,204.00	241.86		7,962.14	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, safety blades, airbrush kits, replacement cables for crossover machine, soldering supplies, safety switch table saw, ping pong paddles, wood trimmer, toothpaste, sponges, loofahs, body wash, deodorant, belts for rowing elliptical, polyester belts, position blocks, pedal w/ r&l belt, racket balls, slow pitch gloves, fast pitch rule guide,
88170	NR23	TELEVISION PURCHASE / INSTALLATION SUPPLIES	0.00		(15,086.44)	15,086.44	fiber optic receiver rack-mount, coaxial connectors, quad-shield cable pack, hdmi to analog modulator, hdmi splitters, flux-acid for tv supply
88180	NR27	UNIT ACTIVITIES	3,624.00	359.36		3,264.64	199.21 refund from last FY christmas lights for unit trees, puzzles, dominoes, dice, board games
88190	NR30	VISITING AREA SUPPLIES	2,762.00	2,802.50		(40.50)	plastic hangers, remotes, board games, playing cards, pencils, playing cards, dictionary, games. Neon signs, foldable headsets stand, surround sound gaming headset, area rugs, plastic storage bins, clothes hangers, microphone stand, rechargeable timers, markers, sign holder, desktop charging station, wall chargers, adapters, battery & charger for camera
89110	SP68	WELLNESS ENHANCEMENT	14,785.00	14,781.43		3.57	Treadmills for Recreation
89170	OP03	TELEVISION SERVICES	148,800.00	103,861.22		44,938.78	
Report Total			248,901.00	155,848.06	(15,086.44)	108,139.38	

Participation requirements:

- Must meet DOC Family-Centered Eligibility policy
- Have committed no crimes against children
- Must have youth ages 5-17 and have them on your visitation list
- Must not be scheduled for release within the next three months



Benefits of participating in the GSBB program:

- Connect with your youth while in positions of leadership
- Bond in a supportive space with other participants who face similar challenges
- Talk openly about incarceration in a safe and supported space
- Recognize own self-worth and find an identity outside of personal challenges
- Enjoy all the skill-building and memory-making of the Girl Scout experience

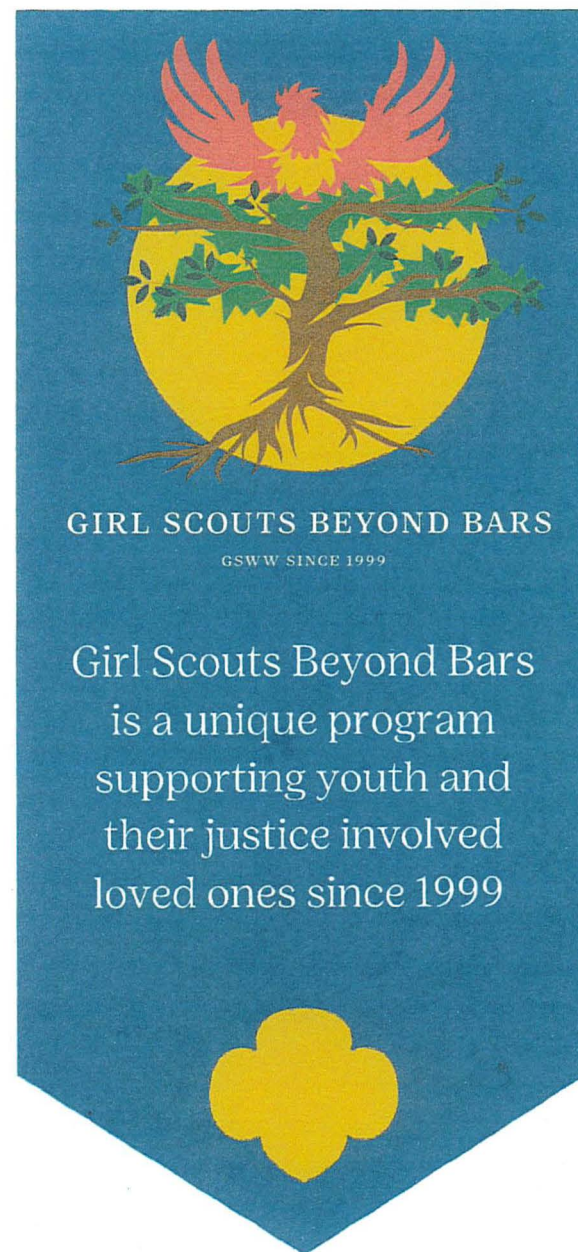
What participants have shared about the program:

"Girl Scouts Beyond Bars is an amazing program that has allowed me and my daughters to form a bond that can never be broken. We have been able to work together in all aspects: team building, activities, and earning badges, as well as expressing our feelings and learning how to deal with them. This program has made a positive impact on our lives, and I am forever grateful."

- Mother Participant

"I am a mother/leader for WCCW's Girl Scouts Beyond Bars (GSBB) program. My daughter and I have been in this troop for a little over eight years. If not for GSBB, I still do not think we would have the bond we do now. She and I are so close, we talk about everything, and I am truly parenting from prison. The strength of the bond between us will endure because of the skills we have gained in GSBB, and the opportunity afforded us through the amazing troop leaders who have encouraged our growth."

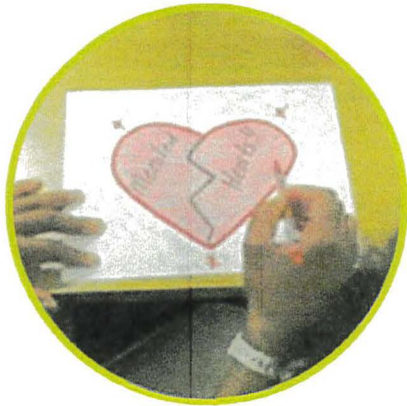
- Mother Participant



Girl Scouts Beyond Bars
is a unique program
supporting youth and
their justice involved
loved ones since 1999

girl scouts
of western washington

Girl Scouts Beyond Bars



Are you the mother, grandmother, or aunt of a youth between the ages of 5 and 17? Would you like to build a stronger relationship with her? If so, Girl Scouts Beyond Bars (GSBB) is the program for you!

GSBB offers the opportunity for you to engage with your youth while working together to learn leadership skills and other valuable tools that will help you both succeed!

Youth participants meet once each month with their justice involved loved one, alternating between in-person and virtual settings. Youth are also invited to participate in GSBB community troop meetings, programs, and events.

Can you see yourself as a leader?

Not only as an individual who is incarcerated, but as a leader who guides and instructs, who advises and discusses. As a troop leader who helps carry out responsibilities within the troop and helps youth build their skills and ethics.



Leadership opportunities offered through the program:

- Establish and maintain a healthy relationship with their youth
- Leader workshops to support resiliency and a growth mindset
- Goal setting for yourself and youth
- Certificates of Merit acknowledging your accomplishments

How does the GSBB Program work?

- GSBB staff are employed by Girl Scouts of Western Washington (GSWW).
- GSWW values and incorporates Diversity, Equity, and Inclusion (DEI) in all areas.
- The program is offered at no cost to the family.
- GSBB serves youth ages 5-17 through programming tailored to their age and Girl Scout level.
- Offered monthly:
 - Leader-workshop meeting
 - Leader-youth troop meeting
 - Youth only troop meeting
- Facilitation support, supplies, and materials are all provided by GSBB Program.
- GSBB staff work with your youth's guardians to support participation.

Please kiosk CPPC for information regarding the application process.