



FAMILY COUNCIL MEETING MINUTES

Location: MS TEAMS Date: 05/20/2023 Time: 10 am – 3 pm

Teleconference details: _____

MEETING ATTENDEES

<u>Jeffrey A. Uttecht</u>	<u>Loren Taylor</u>	<u>Sarah Leon</u>
Department/facility co-chair	Family co-chair	Vice-chair(SFC only)

<u>Ramona Cravens</u>	<u>VACANT</u>
Department/council secretary	Family secretary, if applicable

Members present: Ellen Hargrove (AHCC Representative), Nettie Reed (CBCC Representative), Daphne Nolte (SCCC Representative), Felix D’Allesandro (WCC Representative), and Greg Mansfield (WCCW Representative)

Non-council member attendees: Jason Bennett (DOC), Jeri Boe (DOC), Todd Cunnington (DOC), Dianne Doonan (DOC), Scott Edwards (DOC), Tomas Fithian (DOC), David Flynn (DOC), Lisa Flynn (DOC), Charles Friesz (DOC), Elena Friesz (DOC), Donald Holbrook (DOC), Eric Jackson (DOC), James Key (DOC), Susan Leavell (DOC), Joshua Mandeville (DOC), Kelly Miller (DOC), Joel Nwokike (DOC), Paige Perkinson (DOC), Caitlynn Robertson (OCO), Nancy Simmons (DOC), Kristine Skipworth (DOC), Scott Speer (DOC), and Heather Williams (DOC)

AGENDA

Topic	Discussion/Key Points	Next Steps
Welcome	<p>Introduction of Family Council members, DOC staff, and the OCO.</p> <p>News</p> <ul style="list-style-type: none"> To receive information, DOC has updated the way to sign up for notification in one location – facility news and news from Headquarters: Family Services Program The exception of outside funds designated for commissary accounts from mandatory deductions (Senate Bill 5131) will be effective July 23, 2023. Dianne Doonan will provide an update at the July 15, 2023, Statewide Family Council (SFC) meeting. Community Compensation Program – Currently working on the approval for compensation for Family Council elected members. If approved (<i>note: and the staff training is completed</i>), notification will be made to Family Council members. 	Request to add follow up to SB 5131 at next meeting
Assistant Secretary Time	<p>Donald Holbrook (DOC):</p> <ul style="list-style-type: none"> Secretary Strange is currently visiting many facilities, to include Walla Walla State Penitentiary (WSP) with Washington Supreme Court Justice Mary Yu. Reviewed the AMEND activity Restrictive Housing meeting coming next month. Working towards reducing 90% of the population in Restrictive Housing. COVID – The Department continues to move out of COVID to a new normal with the help of James Key (DOC). We continue to work with the Department of Health and the CDC. May is Corrections Pride month – lots of visiting with the staff and incarcerated. 	

	<ul style="list-style-type: none"> Staffing levels are still a concern across the state. 	
<p>Graduated Re-entry (GRE)</p>	<p><u>Community Corrections Division</u>: Kristine Skipworth (DOC), Regional Administrator, and Kelly Miller (DOC), Administrator, Graduated Reentry (GRE)</p> <p>Kelly Miller (DOC) – GRE moved from Reentry to Community Corrections in September.</p> <ul style="list-style-type: none"> The screening process changed; instead of Classification Counselors starting the process, screeners were hired – no more application process. They receive a monthly list, and screen people based on statutory and policy eligibility requirements. The screeners also do referrals for housing if people need assistance. Along with Track 1 electronic home monitoring (EHM), we now have Track 2 for individuals coming out at 18 months. We also have an inpatient treatment program, American Behavioral Health Services (ABHS) – individuals are assessed for inpatient care for treatment. Fentanyl crisis –GRE staff carry Narcan, and also issue it to those in our care. Updating the iDOC webpage will take a little time to complete. The policy is also up for review. <p><u>Reentry Division</u>: Scott Russell, Deputy Assistant Secretary, and Susan Leavell, Senior Administrator</p> <p>Scott Russell (DOC) –</p> <ul style="list-style-type: none"> They have partnered with Community Corrections Division (CCD), Headquarters (HQ) Classification on a centralized screening process. Conducting an internal strike-team review. Pursuing eligibility up to 12 months. They have joined Reentry 2030, where state governments are working with all entities within the state and country on improving services and access to those for continuity of care and ensuring people are given the opportunity for successful reentry. <p>Susan Leavell (DOC) –</p> <ul style="list-style-type: none"> From the last legislative session, received contractual dollars to engage with services in the community (not associated with GRE). Contracts that they have entered in are continuing into the next year. Partnering with <ul style="list-style-type: none"> Revive Center for Returning Citizens out of Spokane Revive Counseling out of Spokane The Way Forward out of King County A Woman's Worth out of Spokane area O-U-T (Overhauling Unrelenting Transfiguration) areas TBD Adonai Employment and Counseling LLC, out of Thurston, Grays Harbor, Lewis, Snohomish, and Mason counties. They will also expand to the central east region in July this year. <p>Felix D'Allesandro – Requested more information about the screening process.</p> <p>Susan Leavell (DOC): We look at the Washington-One Risk Assessment to review specific needs (i.e., someone who has a high level of addiction in the opioid category, and may look at an inpatient treatment plan, then into a reentry center or GRE center, or community parenting alternative). They try to balance the screening policy and the individual needs of the person.</p> <p>Loren Taylor (SFC Family Co-chair) – referred to RCW 72.09.270, Individual reentry plan, for those people who are coming up for release. The RCW speaks to a plan for the incarcerated regarding maintaining contact with children, families, and parenting classes (for successful reentry). What can be done to ensure this is happening? Susan Leavell (DOC): Although the legislature is passed, there are times that they are not funded (or partially</p>	

	<p>funded). It is a work in progress but getting there. We do not have a system in place where everyone has an Individual Reentry Plan (IRP). There is no intention or expectation that it will be completed at Washington Corrections Center as it is intended to be a transfer-to-parent facility. We are seeing them at other facilities. We hope that families will talk with your loved one about their reentry plan for them to meet with their counselor and present a plan that can match with Washington One. We are also looking to ensure that we have available programming at each facility and that each person has a navigator coming out of prison. Loren Taylor (SFC Family Co-chair): Suggested having a sub-group for when legislation comes around.</p> <p>Family Member: Have there been any reentry implementations in the pool of resentencing (for those releasing very early, who have not had the opportunity to prepare for release)? Susan Leavell (DOC): We received a couple of positions last year, a manager was hired to oversee the statewide process, and funding for tangible services. However, we are limited when the courts decide for someone to be released as it is a legality issue.</p> <p>Family member: Issues with incarcerated individuals and their navigator. What are you doing to ensure navigators and individuals are connecting? Susan Leavell (DOC): asked to have the family members' e-mail sent to her so Susan can reach out directly to her. <i>Update: Ramona Cravens (DOC) sent the last known e-mail of the family member to Ms. Leavell.</i></p> <p>Sarah Leon (Family Vice Chair): Do those under the Indeterminant Sentence Review Board (ISRB) qualify for reentry/graduated reentry? Please explain the process. Kelly Miller (DOC): Some meet the requirements and would be screened like everyone else. Sarah Leon – is there a difference between juveniles and adults? Kelly Miller (DOC): It is the same.</p>	
Open Public Forum	See <i>Roundtable open discussion</i>	
Review of Action Items Attachment #1	<p>Lisa Flynn (DOC) - EFV Standards & Policy revision – Action Item Due Date: May 2023: The policy is prepped for the legislative committee for review. They have 60 days to review and provide feedback. Then will go to Secretary Strange for review and signature. Action Item due date updated for July 15, 2023 (next SFC meeting).</p> <p>Lisa Flynn (DOC) - Cultural Program Policy – Action Item Due Date: May 2023 - Policy has been put on hold. Action Item closed.</p> <p>Tom Fithian (DOC) - IITS progress – Action Item Due Date: May 2023 –</p> <ul style="list-style-type: none"> • He received questions from Felix D’Allesandro and another family member regarding Securus. DOC has processed what it can; Securus is working on theirs. • Two facilities that do not have service: WCC Reception, where equipment had to be ordered and installed. Now waiting on the electricity service to be installed. 2) Monroe Correctional Complex (MCC) – Intensive Management Unit (IMU). This was an oversight, and we are working with Securus. • Tablet availability continues to be a concern. Five Tablet Administrators are visiting facilities to work on these issues. Will be creating an electronic tablet inventory to be reported to Contract Specialist Keith DeFlicht (DOC) every week. Starting to see more tablets come to Washington DOC. Some people are still lacking, and we are working on that. Once WCC comes online, the incarcerated will leave for their parent facility with their tablets, which will ease the burden on the facilities. • We are waiting on the DRAFT annual survey that is required by Securus to complete. Monthly reports from Securus have been irregular, will discuss them at the next meeting with them, with the hopes that the information they provide is posted on the DOCs website. 	

	<ul style="list-style-type: none"> • Upload onto the FYI application – Tom and Keith are the staff who post documents on the tablets (i.e., DOC Health Plan, Civil Rights complaint forms, the Resolution manual, Social Security Administration forms, OCO reports, etc.). • Still working on the policy review. <p>Action Item due date updated to July 15, 2023 (the next SFC meeting).</p> <p>Paige Perkinson (DOC): The Communications Division will start Town Hall-style meetings. The first will be a Securus Webinar coming on June 8, 2023. Please send questions to the Communications Division (doccommunications@doc1.wa.gov) through June 1, 2023. The link for the meeting will be posted by June 4, 2023.</p> <p>Family Member – had questions regarding contract #K11720. She wanted to know when the annual survey would begin, how it would be implemented, who the friends and family representatives would be for the quarterly report meeting would be/what sort of reporting would be coming out of the meetings. Tom Fithian (DOC): The draft of the annual survey is due to DOC in June, hoping to have it launched in July. We had a quarterly report in May-April – but it was only a draft. Friends & family were not included in this meeting as it was not an official quarterly meeting. The proposed dates for the official quarterly meeting will be sometime in June; Tom had conversations with the OCO office about what the friends & family members in attendance would look like – will work with the SFC Co-Chair to find a member.</p>	
<p>Facility Updates and Subcommittee Information</p>	<p>Loren Taylor (SFC Family Co-chair) provided a group topic, the top three issues for facilities:</p> <ol style="list-style-type: none"> 1. Property – the policy review was just completed, there is a property matrix with a minimal amount that people are allowed to have, yet housing units do not have sufficient places to store the items. 2. Volunteers and Programming – Prior to COVID, positive programs were constantly happening. Most incarcerated now just sit in their cell. They may go to class, but half of the classes get cancelled. 3. Staff Attitudes – There used to be conversations, but since COVID, now the staff will say things like, “You do what I say or else you get infraacted.” There is always a threat. <p>Don Holbrook (DOC): COVID affected both staff and the incarcerated. It is DOC’s expectation that staff engages the incarcerated professionally and respectfully. Unfortunately, COVID brought a considerable amount of program closures and volunteers. We are currently working on the COVID restrictions to help build up our volunteer base. We are also working on building our staffing levels with the mandates being dropped.</p> <p>For property – we have increased what the incarcerated can have. However, this has created problems – some facility units do not have the capability to store these items. There is long-term storage, but it is not accessible overnight. We will continue to conversation about this issue.</p> <p>David Flynn (DOC): Regarding program closures, there is currently a backlog of medical appointments (9-12 months out due to outside medical office availability), where those are taking priority, and it does, unfortunately, impact programming due to the need of having officers as transport escorts.</p> <p>Loren Taylor (SFC Family Co-chair): Suggested bringing back the Redemption Program to assist with staff attitudes. Lisa Flynn (DOC): Would like to share at the next SFC meeting some of the things that are being worked on. This includes increasing the volunteer base, program opportunities, and some things that took place in the past.</p>	

Ellen Hargrove (AHCC Representative):

1. Concerns with Securus and the tablets – the purchase of music on from old tablets has not moved to the new tablets. Why is Securus not supporting the music? Loren Taylor: please send that question to the Communications Unit for the webinar meeting.
2. Told that dental floss is no longer allowed for the incarcerated. David Flynn (DOC): People are allowed to order dental floss. Will get more information. *Update: There has been a manufacturer's shortage of traditional dental floss that comes by the yard, which is out of CI's control. CI has the flossers. CI and Mr. Flynn are looking at floss options that can be an alternative to the floss by the yard for incarcerated individuals. Mr. Flynn has contacted several states to see what kind they have available and what has worked for them. That information has been provided to CI, and they are sending him samples of those flosses so he can vet them and provide feedback.*
3. Property – At AHCC, the incarcerated cannot use hangers for their clothing.
4. Positive things happening: The cooling system went down on May 2, 2023; however, it is now fixed. Misting stations to be installed at MSU and the main yards

Loren Taylor (SFC Family Co-chair) asked Don Holbrook to ensure staff are aware of the approved heat-mitigation processes. She also asked if exceptions could be made for when the sun is shining through a window, the incarcerated are allowed to cover their window.

Greg Mansfield (WCCW Representative):

1. Communication with the family council is non-existent (referenced a memo that went out yesterday about the women losing seven hours of video visits). Lisa Flynn (DOC): a second memo went out again last night, where the video visits were not implemented correctly - Securus opened it up for times the facility had not authorized.
2. Feels as if DOC is promoting staff who do not agree with AMEND and the GIPA principles; how can DOC make a gender-responsive and trauma-sensitive Women's division with the people they are promoting? Don Holbrook (DOC): Not every staff person is "there" yet, but we are working on getting to that place: accountability, mentorship, and one step at a time.

Loren Taylor (SFC Family Co-chair) stated MCC no longer has a TV cable subscription, and TVW (legislative channel) is down. Additionally, the video relay services for the deaf is down, so they need a separate Kiosk. And SCCC is also having issues with their cable/TV stations and TVW. Don Holbrook (DOC): Will look into this concern. *Note: This is a facility specific concern and should be taken up through the LFCs.*

Daphne Nolte (SCCC Representative):

1. Reports about the dishwasher replacement concern, that it is black mold. Jason Bennett (SCCC Superintendent): There was a mold issue that was scrubbed and cleaned. It is not black mold; it is a stain, and the paint has been removed. There is a plan to repaint. The dishwasher is a capital project as it requires working with the energy sources (gas vs. electric) and an entire boiler system that needs replacing. A family member requested an update as to the next steps.
2. Policy changes for fundraisers as no fundraisers are happening at SCCC. Lisa Flynn (DOC): There is no fundraiser policy, but we are working on creating one. Fundraisers are done through a proposal, ran through the chain of command at the local facility level for the superintendent to review/approve.
3. Technology concerns:

	<p>a. Information Services – In kiosk messages, people are limited to three sentences, all caps. When people (staff) respond, no names are attached to the response. The incarcerated would like to have their messages stored for an extended amount of time (i.e., a year). Jason Bennett (DOC): The kiosk is a statewide system. Messages come from “offices” rather than staff, as the people in those positions can change. Will check into the length of time messages can be stored as it may be an IT or Policy requirement.</p> <p>b. The dropped phone calls are frustrating.</p> <p>c. Requested to have the video visit schedule e-mailed to families.</p> <p>Jason Bennett (DOC): The Department is working with Securus on the remaining issues.</p> <p>Scott Edwards (DOC), Assistant Secretary for Budget, Strategy, and Technology: will look into the stateside IT system.</p> <p>d. Question about raising the indigent level from \$25 to \$50. Loren Taylor (SFC Family Co-Chair): with the Commissary bill, this issue should be resolved. Dianne Doonan (DOC): The indigency level is set by an RCW 72.09.015; DOC does not have the ability to change it.</p> <p>e. Transportation to offsite medical appointments is looking better.</p> <p>Loren Taylor (SFC Family Co-Chair): asked Superintendent Jeri Boe (CBC) and Superintendent Scott Speer (OCC) to provide information about their facilities. She also requested David Flynn (DOC) to provide information regarding Health Services and James Key (DOC) regarding his recent trip to Norway for AMEND.</p> <ul style="list-style-type: none"> Jeri Boe (DOC): Echo Unit is now open; it was a Restrictive Housing Unit and is now an overflow to Safe Harbor. We have struggled some with staffing levels, but with CORE graduation, it should help with getting some programs opened. Cultural group events are being finalized. Loren Taylor (SFC) Asked why TEACH was closed. Lisa Flynn (DOC): TEACH is run by Education. Loren Taylor (SFC Family Co-chair) will follow up directly with Kristen Morgan (DOC - Administrator of Educational Services) Scott Speer (DOC): Had a Mother’s Day family event had a great turnout. Celebrating Juneteenth this weekend so DNR crews can participate. We are fully staffed. Cultural Events are being scheduled, working on bringing back volunteers. David Flynn (DOC): Work continues for an electronic health record (EHR) and the patient-centered medical home (PCMH). Working on streamlining the process of intake process of medical screenings to save an estimated of 1,200 hours. Attempting to work with the Health Care Authority (HCA) to allow people to become eligible for Medicaid 90 days prior to release. Recently hired a Chief of Nursing. After an assessment conducted by Dr. Lindsay Hayes on suicide prevention, we have adopted all his recommendations and working with other divisions on them. James Key (DOC): Looked at their implementation program, how staff and the incarcerated interact, specifically dynamic security. Brought back ideas regarding what the administration needs to do for line-staff. 	
Open Public Forum	See Roundtable open discussion	
Closing	Thank you for joining today’s meeting. See you in July.	

Roundtable open discussion

Topic	Discussion/Key Points	Next Steps
Gratuity – Felix D’Allesandro (MCCCW Representative)	States Rep. Simmons said that the gratuity for Class III jobs would be raised by at least \$1.00, starting July 1, 2023. Has the \$55.00 monthly cap been changed?	

	<p>Dianne Doonan (DOC): A team is currently working on this. Believes the cap will be increased but does not have those details yet.</p> <p>Todd Dowler (DOC): Currently might be around \$100.00.</p>	
Photo Policy – Family Member	<p>Asked for information on the photo policy and when the change will go into effect regarding being able to show more skin.</p> <p>Lisa Flynn (DOC): There have been no changes to being able to show more skin. The change will happen with the Visitation policy: redoing the visiting room poses and clothing standards.</p>	
Facility Specific event - Family member	<p>Stated Cedar Creek Correctional Center (CCCC) staff attempted to separate them from a parent, scarring the child.</p> <p>Jeff Uttecht (DOC): Please provide the family services unit with the details of the facility-specific issue, so they can look into it.</p>	
Gratuity – Family Member	<p>Is there a policy on the number of hours an individual has to work before they receive it?</p> <p>Lisa Flynn (DOC): Some Job Classes are a little different (i.e., Correctional Industries), but for the most part, it is per hour.</p>	
Lexis Nexis App – Greg Mansfield (WCCW Representative)	<p>The Lexis Nexis app has been down at WCCW. Will there be a reconsideration of the level of access available today?</p> <p>Lisa Flynn (DOC): It is an application issue. We have been working with Securus to find out what the issues are with the application. As the end of the day, yesterday, they are still working on it.</p>	
Trauma-informed Training & the Treatment of Families – Family Member	<p>Relayed an incident where an autistic child was not treated kindly by an officer. Wanted to know if there is any accountability or training for staff.</p> <p>Lisa Flynn (DOC): The first round of training with visit room staff has been completed. We are now doing a train-the-trainers program to expand the trauma-informed message. For facility-specific issues, families can reach out to her directly.</p> <p>Family member: Is any retaliation protection in place for families who reach out?</p> <p>Lisa Flynn (DOC): DOC does not tolerate retaliation. It is important that families reach out – we can offer what we can do for them, then leave it up to the family member on how we proceed.</p>	
Securus – Family Member	<p>25 out of 100 tablets in her husband's unit do not work. New people are coming in and being given new tablets.</p> <p>Jeff Uttecht (DOC): Tom Fithian (DOC) will be here later this afternoon to answer questions.</p> <p>Loren Taylor: Was informed that at Stafford Creek Corrections Center (SCCC) and Washington State Penitentiary (WSP), there were many tablets replaced.</p>	
Body Scanners – Loren Taylor (SFC Family Co-chair)	<p>Washington Corrections Center (WCC) is supposed to go live with the body scanners in visitation. Are there any protocols or updates? Aware that there may be Teamsters Union issues when the written bill was intended that everyone (including staff) go through the scanners).</p> <p>Eric Jackson (DOC): Will reach out to Superintendent Mason regarding the communication to family members. Update: <i>On 5/10/23, a notification was sent to WCCW's LFC. The memo was also posted to the website, posted in public access, and posted to the kiosks.</i></p> <p>Don Holbrook (DOC): Working with the Union regarding staff concerns.</p> <p>Felix D'Allesandro (MCCCW Representative) provided a summary of how the first visitation of the scanners went. It appears there were no issues.</p>	
In-Person SFC Meetings – Felix D'Allesandro (MCCCW Representative)	<p>Asked if the SFC meetings would go to in-person meetings.</p> <p>Jeff Uttecht (DOC): There are no plans at this time</p>	

<p>Graduated Reentry & More diversity in television channels - Family Member</p>	<ol style="list-style-type: none"> 1. If someone does not have it in their sentence or history that they have to take a drug class and DOC is requiring them to, is there a way to appeal? Kristine Skipworth (DOC): It depends – it is case by case. Would need more information regarding this issue. 2. Would like more diverse/African American channels for the incarcerated. Lisa Flynn (DOC): Scheduling site visits with possible vendors to all 12 prisons. Then those possible vendors will provide a quote to include multicultural channels. 	
<p>Correctional Industries questions - Family Member</p>	<ol style="list-style-type: none"> 1. Are the meals provided to the incarcerated appropriate for the size of the person receiving them? Todd Cunnington (DOC): We must meet the dietary requirements of the state dietitian. 2. The cost of food is increasing, but the money the incarcerated receive is not. Todd Cunnington (DOC) This is currently being re-evaluated. 3. Some meals are not popular; can they be looked at? Todd Cunnington (DOC): This should be communicated through the incarcerated Individuals tier rep meetings, kites, or Kiosk messages so we can evaluate the meals. We still must meet the requirements of the State dietitian. 4. Baked goods used to be served more often (2-3 times a week). Now only receiving them 2-3 times a month. Todd Cunnington (DOC): This should be communicated through the incarcerated Individuals tier rep meetings, kites, or Kiosk messages so we can evaluate the meals. 	
<p>Peer Lead programming - Sarah Leon (SFC Vice Chair)</p>	<ol style="list-style-type: none"> 1. Does DOC support peer lead programming at all facilities? Lisa Flynn (DOC): Yes. 2. Are there requirements between the different facilities the same? (for the exact type of peer lead program). Lisa Flynn (DOC): The superintendents at all facilities are supportive of peer lead programs. 	
<p>Loren Taylor (Family Co-chair)</p>	<p>Asked Susan Leavell to provide information on KUBI Camp (Kids United By Incarceration), which is recruiting for kids to join. (see Attachment #2)</p>	
<p>Bunnies at MCC – Cable TV – Money for GRE - Family Member</p>	<ol style="list-style-type: none"> 1. Concerned about the bunnies at MCC. Don Holbrook (DOC): The USDA is coming in as there is a concern for diseases due to the alarming quantity of bunnies at the facility (i.e., feces). Along with the USDA and an outside agency, we are looking at ways to keep them out of the perimeter. 2. Cable TV – Will Wi-Fi be offered? As it could be related to the Securus issues. Lisa Flynn (DOC): The satellite service for televisions; there is no Wi-Fi. 3. Is the money given for the Graduated Reentry expansion (5121) a sunset bill? Susan Leavell (DOC): it is not a sunset bill. 	
<p>Food for vegans Family Member</p>	<p>CBCC individuals who are vegan at MCC are not getting enough protein. She tried to contact the facility but not getting a response. Jeri Boe & Todd Cunnington (DOC) Will contact the family member after the meeting.</p>	
<p>Attitudes of staff – Family Member</p>	<p>Concerned about attitudes and the treatment of the incarcerated by staff. Feels body cameras would help the behavior of the officer and the incarcerated. Don Holbrook (DOC): Conversations about body cameras are happening. It is unknown if we will get them.</p> <p>Loren Taylor (SFC Family Co-chair) stated that Correctional officers in the jail system receive certification through Washington State criminal justice. She wanted to know if Correctional Officers can become certified, too. Don Holbrook (DOC): Will need to speak with Todd Dowler (DOC). <i>Update: There is no action going away from the Departments current process.</i></p>	
<p>EFV Policy – Greg Mansfield (WCCW Rep)</p>	<ol style="list-style-type: none"> 1. EFV Policy – Noticed the infractions were listed by number, but in the revised policy, it will be by category. Under the old policy, the person would be eligible for an EFV for a specific infraction, but in 	

	<p>the new policy, they would not. Lisa Flynn (DOC): The change in the policy will not affect those who are currently approved for an EFV. However, the new policy would impact their eligibility if they are terminated or suspended for other reasons.</p> <p>2. When a woman goes out for surgery, is there a certain amount of time when their room is taken away? Is there a policy/OM? This is happening at WCCW (for example, a female goes out for breast cancer surgery, and they return their room/belongings are gone). David Flynn (DOC): This concern has been forwarded to Jeannie Darnielle (DOC – Assistant Secretary for the Women’s Prison Division) and sent to the facility Leadership.</p>	
Securus – Family Member	<p>Two individuals (one on the west and one on the east side) had broken tablets. West side had his replaced four times in six weeks; the person on the east side had to wait six weeks before his tablet was replaced. Is this typical? Don Holbrook (DOC): It might have been what was available in the facility’s inventory.</p>	
EFV Policy 590.100 – Family Member	<p>Why does the policy need to go to the legislative committee? Lisa Flynn (DOC): It is a state law, RCW 72.09.490, which is in the reference section of the policy. Believes it goes two committees.</p> <p><i>Update: the policy will be sent to the three committees:</i></p> <ul style="list-style-type: none"> • <i>Senate Human Services, Reentry and Rehabilitation Committee</i> • <i>Senate Law and Justice Committee</i> • <i>House Community Safety, Justice, and Reentry</i> <p>Are you (Lisa Flynn) held accountable as the policy author for the language? Lisa Flynn (DOC): Concerns about the language and interpretation should be taken to Lisa. Any issues this family member may have with the policy would be against the agency (DOC).</p>	

Next meeting location: MS Teams - Virtual Date: July 15, 2023 Time: 10 am – 3 pm

Comments: _____

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
	<p>Name of Issue Discussed in Meeting: Key Points/Discussion: Description of issue Update: Update from each meeting till closed</p>	<p>Owner of Issue</p>	<p>mm/dd/yyyy</p>	<p>mm/dd/yyyy</p>	<p>mm/dd/yyyy</p>
Process/Policy	<p>EFV Standards/EFV Policy Revision: <u>5/21/2022 update:</u> Extending due date - a June 30th deadline has been set for facilities to complete Standards; DOC working on statewide process for sign-ups for EFV's; Policy Revision – current status? <u>07/16/2022 update</u> – EFV Policy, waiting for the FC policy to be out for public comment. Then EFV policy revision will be sent out gather feedback, to follow the Policy process. EFV Standards – still working on creating department standards across the state. Extending due date to 11/19/22 to allow for the policy revision process time. Also updated title from <i>EFV Standards/sign-up process/EFV Policy Revision</i>, to <i>EFV Standards/EFV Policy Revision</i> as the sign-up process is included in the EFV policy revision. <u>09/17/2022 update:</u> Currently working on gathering feedback from the SFC. Extending due date to 02/01/2023 to allow for policy revision process. <u>11/19/2022 Update:</u> EFV policy is in the policy office, Target due date is around</p>	<p>Lisa Flynn/Dawn Taylor/Liz Hainline</p>	<p>04/28/2022</p>	<p>May 2023 07/15/2023</p>	

	<p>1/1/23. Visitation policy will begin when EFV policy is through the public comment period. Extending due date to May 2023 <u>01/21/2023 update:</u> It is in the Policy Office. Hoping to have out for public comment in the next few weeks. <u>03/18/2023 Update:</u> EFV policy is scheduled for release for public comment on Friday, March 17th. A new <u>EFV Resource Guide for Families</u> is now available as a DOC publications https://doc.wa.gov/docs/publications/fact-sheets/500-GU020.pdf. Families are encouraged to provide feedback on both the draft revisions and new resource guide using the policy feedback survey associated with DOC 590.100 Extended Family Visiting - https://doc.wa.gov/information/policies/feedback-survey.htm <u>Update 05/20/23:</u> Policy is prepped for legislative committee review. They have 60 days to review & provide feedback. Then will go to Secretary Strange for review & signature. Moving due date to the next SFC meeting, July 15, 2023.</p>				
Contract	<p>IITS update – discuss contract and current connectivity issues. <u>05/21/2022 update:</u> Deadline extended to 07/16/2022 for an update on the implementation schedule of Securus/tablets/go-live dates/schedule of what facilities are next. <u>7/16/2022 update:</u> Implementation</p>	Tom Fithian/Keith DeFlicht	03/19/2022	May 2023 07/15/2023	

	<p>has begun. Anticipated completion, 02/23/23. Extending due date until February 2023, but will request status update at November 2022 meeting.</p> <p><u>09/17/2022 update:</u> Services have been implemented at MCCCW, phones & tablets at WCCW. Will be working on next phase for the Men's prisons.</p> <p><u>11/19/2022 Update:</u> Implementation still in progress. Some delays. Due date extended to May 2023. Updates will continue as progress is made.</p> <p><u>01/21/2023 Update:</u> Update provided during meeting. Still in progress.</p> <p><u>05/20/2023 Update:</u> Two facilities still need services. One of them (MCC-IMU) was not in the original plan; working with Securus. Tablets are still an issue. First quarterly report to be around June 2023. Moving due date for next SFC meeting.</p>				

Reference	Closed Action Items	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
Policy	<p>DOC Cultural Events policy</p> <p><u>01/17/2022 update:</u> Extended due date to 06/01/2022 due to delay in start date.</p> <p><u>05/21/2022 update:</u> Extending due date as the start date was 6/01/22</p> <p><u>07/16/2022 update:</u> Work group starting up again. Extending due date, for November 2022 meeting for status update.</p> <p><u>09/17/2022 update:</u> Nancy Simmons is now the point person for this policy. A virtual meeting will be scheduled with those interested r previously involved in the work group. Hope to have the draft policy submitted to Policy Office in December.</p> <p>Extending due to 02/01/23 to allow for the policy revision process.</p> <p><u>11/19/2022 Update:</u> National corrections survey process is completed. Next step: the solicitation process for vendor interest.</p> <p>Extending the due date to May 2023, but will still provide updates.</p> <p><u>01/21/2023 Update:</u> Final committee meeting is on January 24, 2023.</p> <p><u>03/18/2023 Update:</u> Title of Action Item updated from Cultural Program Policy to DOC Cultural Events Policy.</p> <p>The workgroup comprised of internal and community members completed the initial draft that was shared with executive leadership within prison</p>	Nancy Simmons/Dawn Taylor	11/20/2021	May 2023	05/20/23

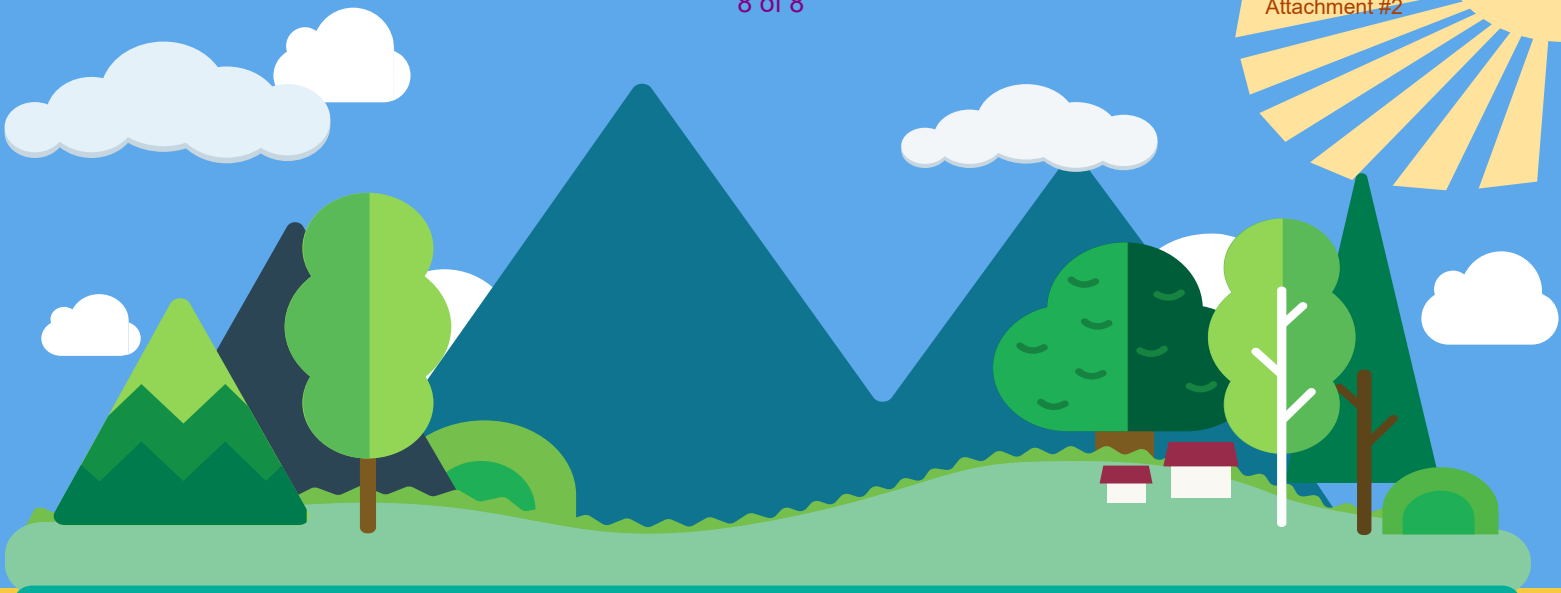
	<p>facilities. We are now bringing it back for additional revisions, meeting with the DOC EDIR team and our new tribal relations director, as well as the original community member workgroup participants. Following that, we will conduct a survey with the incarcerated population using a new survey tool to gather feedback. These events <i>are not associated with volunteer-led cultural groups</i>, which remain under DOC 530.100 Volunteer Services https://doc.wa.gov/information/policies/showFile.aspx?name=530100. Volunteer-led cultural groups will continue the process of submitting proposals through the CPPC to the facility leadership for authorization at the local level. 05/20/23 Update: The Department has put this policy on hold. Closing action Item.</p>				
<p>Process</p>	<p>TV Cable - can additional Cultural channels be added 09/17/2022 Update: A paper survey and family input, which is being utilized. Still looking at different satellite providers and waiting on national survey sent to other states/companies to see if theirs would meet Washingtons needs. Also working on a survey tool to send to the I/I. Extending due date from 9/17/22 to 11/19/22 to allow the Department to work on this. 11/19/2022 Update: The department is still working on this. Extending due date to May 2023 01/21/2023 Update: The Department has</p>	<p>Tracy Schneider /Christopher Stone /Janet Nelson</p>	<p>7/16/2022</p>	<p>May 2023</p>	<p>01/21/2023</p>

	<p>worked on requirements with the contracts office, including surveying the population on requested channels during this solicitation process.</p> <p>Providing a list of proposed cultural channels is part of the solicitation process.</p> <p>The Department is dedicated to ensuring that the solicitation is inclusive of cultures and diversity in consideration of channel content and availability. The team is working closely with the contracts office for the solicitation to consider all factors of service, including channel lineup, packages, and content.</p> <p>Closing Action Item.</p>				
Policy	<p>Hobby Craft Purchasing– Request for families to be able to purchase from Hobby Craft</p> <p><u>09/17/2022 Update:</u> Extending the due date from 9/17/22 to 11/19/22 to allow the Department to work on this.</p> <p><u>11/19/2022 Update:</u> Still being worked on by the Department Extending due date to May 2023</p> <p><u>01/21/2023 Update:</u> Union Supply will be the only vendor families can purchase hobby craft items from. However, we are reviewing six new hobby items to be added to the catalog. Action Item closed.</p>	Tracy Schneider /Christopher Stone /Janet Nelson	7/16/2022	May 2023	01/21/2023
Policy	<p>Allowing PDFs from books into facilities when the publisher has allowed the printing. (i.e., Dungeons & Dragon game)</p> <p><u>11/19/2022 Update:</u> Will have more information at the January SFC meeting,</p>	Brandon Marshall/Tracy Schneider	09/17/2022	01/21/2023	01/21/2023

	Extending due date to January 2023 SFC meeting. 1/21/2023 Update: At this time, all publications must be sent directly from a legitimate publisher and/or be an approved veder per DOC 450.100.				

Distribution: **ORIGINAL** – Family Council Co-Chairs

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 00-03, RCW 42.56, and RCW 40.14. Upon completion, the data classification category may change.



KUBI Summer Camp

Kids United By Incarceration

Camp Dudley - Naches, WA

August 15 - 18, 2023



Ages 8-12
Cost: Free



Team Building
Arts and Crafts



Canoeing
Nature Hikes
Swimming
and more

Registration ends June 16, 2023

Space is limited

Transportation Provided



Get the registration form from your counselor complete and submit the form to CPPC