

FAMILY COUNCIL MEETING MINUTES

Location: Washington Corrections Center Date: April 12, 2025 Time: 9:00

Teleconference details: Microsoft TEAMS +1 253-372-2181...907666233#, Phone Conference ID: 907 666 233#

MEETING ATTENDEES

<u>Theresa Cohn</u> Department/facility co-chair	<u>Kristel Monte</u> Family co-chair
<u>Jennifer Allmendinger</u> Facility/council secretary	<u>Felicia Daniel</u> Family secretary, if applicable

Members present: Theresa Cohn (DOC), Jennifer Allmendinger (DOC), Karen Casey, Felix D'Allesandro, and Carol Welch VIA Teams: Mike Douglas (DOC), Kristel Monte, Curt Schindler, and Wendy Schindler., Tammy Light, Helen Russell and Callie Azeitine

Non-council member attendees: LBS Jay Jackson, Visiting Sgt. Larry Reeves, a

AGENDA

Old business

Topic	Discussion/Key points	Next steps
IIBE FY25 Monthly Budget: July 2024 to February 2025		Jay went over budget report. See attached.
TV in visit room used for information purposes like a reader board.	This can have information about LFC, bring highlights from CPPC. A flash drive with information can be used for the TV.	TV in the visit room will not be used during visiting hours. This follows statewide standardization practices. Douglas is looking to get information put on the monitors outside of the visiting room.
Updates	Computer coding courses – Advanced Soft Skills	HQ is working with Education on this. Education will take care of a sign-up sheet and screen for the class. WCC is the pilot for this, and it will be a recurring 8 week course. The first cohort class started and will run through June. The sign-up sheet was posted for 2 weeks. There are 16 people enrolled in the current course. The class is currently held on Wednesdays and Fridays during the week. Feedback so far from those enrolled is that they are enjoying it so far.
	Hobby items for the VR – Something that the family can	Hobby craft is in cell only for the incarcerated. What items would you like for families to

	work on during the visit and then take home.	do? We can look at some. Feel free to provide some ideas. If it's a pop-up event, we are waiting for Joel to come back in June.
Evergreen Price List		Cohn has requested the price list. Waiting on them to return.

New business

Topic	Discussion/Key points	Next steps
Tier Rep		The counselor who was going to attend the meeting with the tier rep had a family emergency and was unable to attend. If there is agreement among stakeholders, we can host a weekday WCC LFC meeting to ensure tier rep can attend.
Dawn Taylor	April is also the month where we need to request and put in any family friendly events we would like to see for funding in the next fiscal year. Dawn can provide suggestions and also educate the families on things we can have and request.	Our family friendly events are scheduled and finalized in December and on the yearly calendar by CPPC. CPPC has meetings scheduled with Dawn Taylor and she has been invited to this meeting. Dawn Taylor sent her apologies for not attending the meeting.
<u>Local Family Council Survey Results</u>		
Visting/Extended Family Visits (EFV's)	Changes to the VR – Why would changes be created without the families and stakeholder input?	The changes are all put on hold while they look at Visiting rooms statewide, we will keep people informed soon as we know of any proposed changes. The Secretary wants to look at all visit rooms throughout the state. This was not intended to make it more difficult for visitors.
	Request for new pots and pans in the EFV trailers.	The pots and pans are 1 year old and very expensive set of stainless steel (\$595.00) the pots and pans were inspected, and they do not need to be replaced. There is a form you

		can fill out if there is an issue with where the Sgt. can look at.
	The current proposal plan will harm families, relationships and the men. The people making these decisions are not the ones impacted by these changes. Families need to be included. How does the facility plan to include the stakeholders in this process?	The changes are all put on hold while HQ looks at Visiting rooms statewide. We will keep people informed as soon as we know of any proposed changes.
	What is the purpose of adjusting the visiting hour check in times? The likely consequence will be fewer opportunities for families to visit their loved ones, leading to frustration on both sides—both for the incarcerated population and their families.	The changes are all put on hold while HQ looks at Visiting rooms statewide, we will keep people informed soon as we know of any proposed changes.
	Requiring visitors to use the restrooms in the front lobby seems completely unnecessary and counterproductive. This will not only increase the workload for staff but could also facilitate contraband attempts and waste valuable time for families coming to visit. For those with young children, this creates even more logistical challenges, as they may need frequent restroom access in a safe and clean environment. Having to go outside repeatedly will only add stress and inconvenience for families who are already navigating a difficult process. We are already not using the same restrooms as the incarcerated individuals, so what is the reason behind this decision?	<p>This was all retracted. The changes are all put on hold while HQ looks at Visiting rooms processes statewide. All visiting room processes are being reviewed for consistency.</p> <p>Any changes will be added to the website.</p>
	Visiting changes are currently on hold per Dean Mason. When is the deadline to make decisions and roll out any changes? The WCC website states the new times, and we saw the new signage that will be placed on the VR tables.	We do not have a deadline date The WCC site information was removed as was all the changes and items on the tables. Headquarters is reviewing all visiting rooms before any changes are requested.

	Add an extra day for EFV's. Friday-Sunday (48 hours), Sunday-Monday (24 hours) Monday-Wednesday (48 hours).	This was looked into. At this point, it is a staffing issue and there is not any staff at this time to accomplish this task. We do not have funds for extra staffing.
	The wait time between EFV visits is too long. Is this being looked at?	This depends on the person. Individuals request the dates, and they are tracked. What is too Long? The list for EFV's goes by the dates that are submitted. It is 45-60 days and some as long as 60 days. This has been looked at.
Meals/Nutrition/Food options	When will the coffee station be installed in the VR?	The contract was approved this week. Waiting on installation date from Evergreen now. A cabinet is being made for us to look like the one around the vending machines. We are waiting on a date from Evergreen Refreshments.
	<p>What is the status on the ice cream in units?</p> <p>Freezers were installed and the employee ordering the ice cream said it was going to cost 40K to supply ice cream for the whole year.</p> <p>How is this ice cream being funded?</p>	<p>A local vendor was selected. They are establishing a local purchase contract with DOC. IBBF Funds. Ice Cream will not be purchased monthly. It will be a quarterly incentive. The Ice Cream for this quarter cost approximately \$3000.</p> <p>They are working out the delivery process with the vendor.</p>
	It would be better to put some healthier snack options in the vending machines in the visiting room & also healthier food options for meals each day that are served with more <u>fresh</u> fruits and vegs.	Evergreen vending stated if you had ideas to let the sergeant know. He will send them on to them.
Securus	The recurring issues with Securus are becoming increasingly frustrating for families. We are paying significant amounts for this service, yet the quality is simply not there—frequent disconnections, poor connection	<p>Sent to Kieth DeFlitch for response.</p> <p>This is a statewide issue. Please keep sending your complaint issues to headquarters.</p>

	quality, and calls being cut off for no reason. This directly impacts families who, despite the high costs, are unable to maintain essential communication with their loved ones.	Headquarters has a contract issue going on with Securus. They are not fulfilling their contract with DOC.
	There are constant issues with video visit coupons not being sent properly or neither being able to be sent at all, contacts disappearing without explanation.	
	Since you have a contract with Securus, it is only fair that you take action to ensure they provide the service they are being paid for. Families have no direct way to address these problems and even if they are not listened to, but you do have the responsibility to ensure that the service meets acceptable standards. We should not have to pay for a system that is this unreliable, with no meaningful improvements being made.	
	<p>What steps will you take to address these issues in a lasting way?</p> <p>In the app in Securus, there is a texting button option, is that available yet?</p>	We report all the problems received to headquarters, who are the ones working with Securus.
<u>Additional Questions:</u>		
	Status on color printer for WCC mailroom. In the January 2025 SFC meeting Mr. Lang stated that all facilities should have colored printers, and it was a priority to have them. In the March 2025 SFC meeting other facilities thanked Mr. Lang for getting the colored printers. When will the WCC color printer be setup again and in use?	Yes, we have had a colored printer in our WCC mailroom for 2 years now, but it was not until January 2025 that the directive to print colored items with color printer has been occurring.
	Can we get more incentive programs in WCC?	WCC Is working on this with input from the incarcerated.

		<p>Associate Douglas is working on both the TC and the RC with input groups to provide what the population ideas they have.</p> <p>Douglas is going to meet with about 60 incarcerated individuals this week to get input. We want incentives and are looking at a process similar to what Utah has. More to come.</p>
	What are the current active incentive programs happening in WCC?	<p>We have the incentive garden with 25 participants who have started preparing their plots, Seeds are to be ordered. Ice cream incentive has also been approved.</p> <p>We are working on getting a shed. Working with CTAP and Maintenance on the shed.</p>
	LFC rep badges – James Key and Chuck Anderson stated in the SFC meeting in March that reps should be able to wear a badge and interact with others as a rep. Can we add this practice to WCC?	<p>Confirmed that this topic was in an SFC, not the last one. WCC agreed to the board in the visit room. If the LFC wants name tags, we can print stickers on the day of visit. If the addition of stickers encourages cross visiting, warnings and the potential for suspensions like everyone else apply.</p> <p>Travel funds information will be added to the board.</p> <p>Cohn will follow up on Monday to get board up. There will be a new board up in July.</p>
	The men are no longer able to store their shoes in the cubby of their room. Where is an allowable space to store shoes? What is the safety and security reason behind this new cell inspection protocol?	<p>It has never been a mandate where shoes are stored. Allowable property and cell hygiene drove the property compliance process. Cell inspection protocol is not new and has been in Policy for a long time. There is plenty of room to store their shoes in the cell. They are not allowed to</p>

		store shoes outside of their cell.
<u>IIBF Adult Only Events:</u>	Card or Board Game Tournaments. Organize chess, checkers, or classic board games to encourage social interaction.	The unit CUS's have already been given this expectation for incentives to start this, and it was recently followed up on. They have until Tuesday to submit ideas.
	Handcrafted Gifts Exchange. Design small, meaningful crafts like friendship bracelets, keychains, or origami that can be exchanged between the incarcerated individual and their visitor.	No, we have to follow the policy for Hobby craft items. They can make in-cell hobby craft, but when completed they are to send it out. They cannot bring items to visiting and given to loved one.
<u>IIBF Visit Room:</u>	New markers for the VR. Current markers are dried out or broken.	The Sergeant can order more if this is reported to him. The request was sent to Sgt. Reeves for order or purchase. If something needs to be replaced in the visit room just let the Sgt. know.
	Request for two more board games Monopoly Deal Card Game \$7.99 (https://www.amazon.com/MONOPOLY-Quick-Playing-Christmas-Stocking-Exclusive/dp/B00NQQTZCO) Amigo Games Bohnanza Classic Card Game \$19.99 (https://www.amazon.com/Rio-Grande-Games-RGG155-Bohnanza/dp/B00008URUS)	When things are requested just let the Sergeant know to order for the VR as he can submit if requested. The request was sent to Sgt. Reeves. Sgt. Reeves indicated that wor For Dayrooms, the CUS's are to be notified. Will be working with Reeves to put some things back that were taken out of the video game section.
<u>IIBF Unit Activities:</u>	Video game systems for their cells.	No this is not an item approved for in cell or an item they can purchase.
	Video game unit for dayroom use.	We are working on this as incentive use. However, a lot of video game systems have internet capability that IT can't support. They are looking into systems that don't have internet capability. Anything that is being considered has to go through IT approval at HQ.

	<p>Diamond art – Can we have the list of approved art supply vendors currently approved?</p> <p>For clarification on the Diamond art – this is not for in cell hobbies. This is for dayroom use only like the games and other items that are stored in the dayrooms.</p>	<p>This was already addressed at the last LFC meeting. It is not approved.</p> <p>Diamond art is not approved for multiple reasons, first there is not an approved vendor to supply diamond art, but ultimately the type of project can't be supported because of how many small beads and pieces it requires.</p>
<u>IIBF Recreation request:</u>	Elliptical machine, stair stepper machine, treadmills.	Right now, there is no plans on purchasing any of these items due to space considerations and a lack of electrical outlets. She is looking into if any of these items are self-propelled like our current treadmills then we may be able to make them work

Roundtable open discussion

Topic	Discussion/Key points	Next steps
Tier Rep Meeting Minutes		Tier Rep Minutes can be added to the next LFC Minutes. This meeting takes place prior to Tier Rep Meeting.
Chairs in dayrooms		Chairs are not approved and should not have been approved. When chairs were in the dayroom, they were being used as improperly.
IIBF Building Budget	Bill 1468 – Waiting to see if bill passes	
Expanding GRE	This bill did pass.	
Scanner security issue	Felt targeted as do others. After being scanned, the officer said an image of a gun showed up even after multiple scans.	The security scanner has a process of ensuring staff are following the guidelines and the communication on the security intensified should not be discussed with staff or visitors unless it is found to be real. There is a process for scanning or other processing concerns and that is to search for protocol if concerns to call the Sergeant and then Lieutenant if needed.

Next meeting location: WCC PLPC1 Date: 06/14/2025 Time: 09:00 am

Comments: You can join in person or via teams. If visiting a loved one, a table can be reserved.

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

Washington Correction Center (WCC)
Incarcerated Individual Betterment Fund (IIBF)
FY25 Monthly Budget to Actual Report: July 2024 thru February 2025 - FM20

Account Code	Budget Category	Proposed Name - Programs/Events	Total FY25 Budget	Expenditures	Fee Recovery	Remaining FY25 Budget	Brief Description of Expenditures to Date
88125	NR08	EXTENDED FAMILY VISITS	2,600.00	990.93		1,609.07	wood & supplies to build outdoor chairs
88160	NR19	RECREATION EXPENDITURES / FEE RECOVERY (\$7 quarterly, per I/I)	6,845.00	6,549.88	(7,637.00)	7,932.12	vacuum cleaner for gym, cables for helios machines, basketballs, pinochle playing cards, credit for first vacuum(not recvd), board games, hygiene prizes, weight bars, replacement pads
88170	NR21	TV RENTAL PROGRAM / FEE RECOVERY (\$3 per month, per I/I)	0.00	1,980.00	(2,761.62)	781.62	rental tv fees collected, monies used to cover incentive items (hygiene items, candy) costs, freezer for incentive ice cream
88180	NR27	UNIT ACTIVITY	2,400.00	1,724.46		675.54	cooling towels, irons, microwave, incentive soda & snacks
88190	NR30	VISIT ROOM	4,845.00	2,717.58		2,127.42	new toys for toy chest, board games,potty training seats, air freshener, baby changing station sanitary liners, toys and supplies, jumbo wood building blocks, children's handyman workbench, PS4 controllers, LEGO sets, building blocks, card & board games, Pandasaurus card games
89110	CULT	SPECIAL PROJECTS - RESTRICTED CULTURAL PROGRAM	7,295.00	1,540.28		5,754.72	décor, table covers, banners for multi culture event, food and meals
89110	EFVC	SPECIAL PROJECTS - EFV CONSUMABLES	4,500.00	2,339.31		2,160.69	DVD players, kitchen utensil sets, drinking cups, bedding and bath rug replacements, BBQ lighters, dish soap, shower chair, waterproof mattress protectors, mattress protectors, hand mixer, meat thermometers,cooking oil, alarm clocks, blu-ray/dvd player, cart, raman bowls, electric wok/skillet, can opener, waffle makers, BBQ grills, toilet training seats, dish soap, scrub sponges, oil spray, mop heads, cheese graters, can openers, meat thermometers, shower curtain liners, pizza cutter wheels, measuring cup sets
89110	SART	SPECIAL PROJECTS - ARTS PROGRAMS/ACTIVITIES/SUPPLIES	8,688.00	0.00		8,688.00	
89110	SREC	SPECIAL PROJECTS - RECREATION / YARD ENHANCEMENTS	27,150.00	0.00		27,150.00	
89110	SREC	SPECIAL PROJECTS - RECREATION / ROLL AWAY SEATING	9,774.00	0.00		9,774.00	
89110	SREC	SPECIAL PROJECTS - RECREATION / OUTDOOR GAMES	5,430.00	0.00		5,430.00	
89110	SREC	SPECIAL PROJECTS - RECREATION / PULL DOWN MOVIE SCREEN	7,602.00	0.00		7,602.00	
89110	SFAM	SPECIAL PROJECTS - FAMILY FRIENDLY SUPPLEMENTAL	7,900.00	7,044.69		855.31	ouside tent for family events
89110	SCHI	SPECIAL PROJECTS - VISIT ROOM CHILDREN	32,580.00	0.00		32,580.00	
89130	FF01	FAMILY FRIENDLY - BACK TO SCHOOL	3,750.00	3,653.63		96.37	backpacks and supplies to fill them, meals for event
89130	FF12	FAMILY FRIENDLY - FALL FESTIVAL	1,500.00	1,460.39		39.61	tablecloths, décor, candy, gifts, plastic ware, table décor, food for event
89130	FF20	FAMILY FRIENDLY - FATHER/DAUGHTER DANCE	862.00	0.00		862.00	
89130	FF20	FAMILY FRIENDLY - FATHER/SON FAMILY FOCUS	863.00	0.00		863.00	
89130	FF37	FAMILY FRIENDLY - MARRIAGE CLASS/SEMINAR	1,700.00	902.72		797.28	items to create a FF bulletin board in the VR, reimb instructor for shipping books for class
89130	FF40	FAMILY FRIENDLY - LODGING ASSISTANCE PROGRAM (LAP)	15,000.00	3,336.76		11,663.24	assitance issued by DOC HQ
89130	FF61	FAMILY FRIENDLY - SPRING FLING	1,462.00	0.00		1,462.00	
89130	FF69	FAMILY FRIENDLY - WINTERFEST	2,325.00	2,216.07		108.93	toys, décor, gifts, food for event
89130	FF91	FAMILY FRIENDLY - VIDEO PROGRAM	500.00	0.00		500.00	
89130	FF95	FAMILY FRIENDLY - SUMMER BBQ	3,000.00	2,152.63		847.37	décor, crafts, gifts, meals, photo supplies for event photos
89130	FF96	FAMILY FRIENDLY - SIGNIFICANT PERSON DAY	1,065.00	1,077.48		(12.48)	light refreshments, white dress shirts, ties, games, décor, gift items
89130	FF97	FAMILY FRIENDLY - SPECIAL ADULT DAY	1,700.00	1,593.40		106.60	gifts, table décor, greeting cards, meals, camera mounting adapter
89130	F107	FAMILY FRIENDLY - VR FREE PHOTOS PROGRAM	3,400.00	2,170.75		1,229.25	photo paper, ink tanks, maint box, batteries, toner cartridges
89130	FPOP	POP UP FUNDS -	300.00	296.49		3.51	to cover overage of Fall Festival meals cost
89170	OP03	CABLE TV / FEE RECOVERY (\$0.50 / mo per I/I)	0.00	0.00	(2,811.99)	(2,811.99)	cable tv fees collected
		Report Total	165,036.00	43,747.45	(13,210.61)	134,499.16	
			165,036.00	30,536.84		134,499.16	