

Tecumseh State Correctional Institution

Family Council Meetings

1/11/17 – HU #2/3
1/13/17 – SMU/ISDP
1/19/17 – HU #1

Facilitator: Associate Warden April Bulling-June

Recorder: Associate Warden Secretary Rebecca Edwards

Issues Discussed:

- **Family Council Meeting notice**
 - We will get them posted more than one month in advance.

- **Longer phone calls**
 - At the last Warden's meeting, our request to allow longer phone times was denied. The consensus is that longer phone calls may cause problems on the housing units. We are currently looking at a new phone contract to set up individually for each institution; therefore TSCI could dictate how we set up our phone time.
 - Please voice your concerns about phone time to the Director, as we are trying to change it, but at the moment, our hands are tied.

- **Open Yard**
 - No, we do not have an open yard at this time.

- **Vending Machines**
 - Changes were made and it was agreed that the issues are solved and needs are being met.
 - The Business Office has worked out a system with the Gatehouse to process vendor refunds.
 - Inmates are not allowed to go to the vending machines due to security issues.
 - The vendor does not supply jelly packets without an added cost. We will check on the condiments the vendor will supply at no charge.

- **Picture background**
 - A work order will be done to remove the pull down screen.
 - We will look into colored fabric that will be attached by Command Hooks so backgrounds can be changed.

- **Fitbits for inmates**
 - Quarterly, the Canteen sends out a survey to the inmates to request items they would like added. Canteen staff will research vendors to see if they can provide the requests. Then the requests are sent to Central Office Purchasing for approval.

- **Visitor Request Forms** - There are complaints that the VRF take too long to process and forms get returned for petty reasons.
 - This issue is being addressed by the Warden due to numerous complaints.
- **Space for Hobby items** – Inmates are discouraged about limited space and can only order hobby items a few times a year.
 - Property allowance has not changed. It has always been 4 cubic feet of personal, 2 cubic feet of legal. However, due to 5/10/2015, the Fire Marshall has mandated we follow the policy in place with strict guidelines.

Associate Warden Bulling-June explained that for every event that takes place, i.e. inmate assault, staff assault, suicide, a Critical Incident Review is assigned and completed. The goal of a Critical Incident Review is to ensure all issues that need to be addressed are assigned to someone and followed through to completion. AW Bulling-June went through the Critical Incident Review that was created from the Family Council Meetings to date.

- Four new pieces of weight equipment will arrive this week and will be installed as soon as possible.
 - Music Room – The music room has been re-opened in the Gym.
 - Clubs – A club started up again in November and more will be added quarterly.
 - WRAP started in Restrictive Housing and will be available to General Population in February. (Wellness Recovery Action Plan)
 - Success Prep – Third class started in January. (Re-Entry Program)
 - TSCI has been approved to start a Peer Mentor Pilot Program in Restrictive Housing.
 - OSHA training – 20 inmates were OSHA certified in August. Another certification class will be offered in February 2017.
 - CSI forklift training – 2 inmates were selected by CSI and certified to operate a forklift in CSI.
 - Metro Community College – 1 class is being held once a week. Students will graduate 2/23/2017.
- The Family Council meetings will continue quarterly and be held during the months of January, April, July and October. Please look on the website or bulletin boards for specific dates.