

MINUTES OF TELEPHONE CONFERENCE CALL OF AVP CA CONFERENCE CALL
February 13, 2006

Present: Bob Barns, Steve Birdlebough, Pat Hardy, Stephen Matchett, George Ramos, Vicki Rumbaugh, Mark Thomas, Katherine Youngmeister

A. Form Letter --- Pat reported receiving several letters addressed to facilitators requesting correspondence from facilitator. Decision was made to develop a form letter response that could be used. Emphasis made on making the letter warm but expressing reality that facilitators can not correspond with workshop participants. Pat will prepare the letter and will send out responses when she receives the mail.

B. Updates

- 1) Prison Schedule --- Katherine will update every two weeks based on Friday morning discussion and inputs sent to her. JoAnn will then post on the website.
- 2) Reports from Liaisons --- Everyone seem to have received the reports. George reported that a Parolees workshop would be held in February. Also touched briefly on need to develop outside facilitators/leads as well as inside facilitators.
- 3) Grants --- Pat reported on \$7,000 SB grant she received. It will cover bring Rossi to SB for Parolees workshop. Great Job Pat on grants! Steve Birdlebough needs to give more info for the Ristad grant. He will do so and then send to Pat for editing or assistance.
- 4) Fundraising Status --- We feel will have pretty much sent out all the letters. Suggestion made to approach more Friends Meetings. Steve will try out with his meeting first.

Question made about Foods Sales in prisons. Pat will talk to someone in the Adult Prison offices about this. Will also find out what will be needed from us so we can understand the process, supply tax IDs, etc. We want to be sure that it is known that money to be used for prison expansion efforts (no nest feathering).

Bob reports that Giri was given a T-shirt design for AVP CA for fundraising. This needs to be checked out with Reggie/Hector to ensure that we have not accepted something from inmates inappropriately. George ????

- C. Reimbursement Policy --- Much discussion on topic. Maybe this should be an interim policy until approved by AVP CA. We need to be very explicit in what it is for, lodging, food with receipts submitted via present form. The mileage rate needs to be what is IRS approved (\$.14 per mile). It was felt that we should not be extravagant or lavish when replacing wages or providing childcare. It was felt that people should self-report and reimbursement made to cap that was decided. Lead facilitator and Stephen Matchett would fill out standard forms and guard against favoritism. We do need clear rules. Again, thanks to Pat for working on this policy.
- D. CDCR --- No news. Pat is scheduling a visit for next month and will give a winter update.
- E. Outreach plan --- Pat will contact new apprentices next month and find out availability for prison and community work. A SF Parolee Program has started. Steve will keep his ears open. Remember parolees welcome in all community activities.
- F. Winter Update --- need number of people impacted, what has been donated (miles, hours, lodging, food. Remember AVP tax year different than regular year.
- G. CEUs --- Actually it is IST rather than CEUs. Katherine is still attempting to contact the keeper of the code so we can be certified to train correctional officers.
- H. Cards/Certificates --- Use in workshops
- I. FCL Newsletter --- It was decided that it is not reasonable to deliver on the inside.
- J. Financial Report --- We have just under \$11,000 left. We have spent approximately \$3,000.

- K. Filming at CMC and Others—George presented an desire by filmmaker to take 2 people inside, stay in the background and film basic along with follow-up. Concerns brought up about:
- 1) participants suffer from public recognition
 - 2) people talked about concerns when other had been filmed,
 - 3) recently released John Schleuter said no problem on outside and Steve Escondon in CMC said no problem and Steve Angel said 15 years ago in Canada he knew of no problems,
 - 4) participants to sign release. Additional comments on being careful, sensitive, signed wavers, don't tell people in advance because it might change who wants to participate. Questions raised on 1) producer 2) will prison allow 3) no staff person to be present 4) who does workshop. Decision made to continue this discussion again, perhaps in person with those who want to film.

Meeting ended with date for next meeting to be decided.

Submitted by: Vicki Rumbaugh