



FAMILY COUNCIL MEETING MINUTES

Location: Clallam Bay Correction Center

Date: 2/3/24

Time: 9:00am

Teleconference details:

Microsoft Teams meeting

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Meeting ID: 228 335 594 375

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MEETING ATTENDEES

Julie Smith Associate Superintendent
Department/facility co-chair

Jeanette (Nettie) Reed
Family co-chair

Tanja Cain, CPPC
Facility/council secretary

Family secretary, if applicable

Members present: Pam Kendrick, Jeri Boe, Nettie Reed, Julie Smith, Tanja Cain

Non-council member attendees: Tanya Auger

AGENDA

Old business

Topic	Discussion/Key points	Next steps
What is the ETA of a new toothbrush?	No updates	Requested information from Dr. McDaniel's
Round table discussion:		

New business

Topic	Discussion/Key points	Next steps
Budget Manager - Gaedtke	• Reviewed IIBF Budget	Reviewed IIBF Budget
Facility Updates - Smith	• Current Count – 440 • Best Bed Project – Projection to open units at CBCC, February 12, 2024 • Goodie Bags will be delivered to all Incarcerated for the Superbowl (2/11/24).	Continue to monitor progress.

	• Next event will be held on February 17, 2024 in the visit room – Significant Person event for General Population. Enhanced Visit for D unit on March 9, 2024. Enhanced Visit for A/B units March 16th. • Cultural Events – May 18 API, June 22, Black Heritage History, September 21, Hispanic Heritage. • Ramana and Passover – April 2024 • Clemency Resentencing event will be held in late April, early May. • CBCC has 34 volunteers and continues to recruit through CBCC recruitment team in the local community, anyone wishing to volunteer can also visit DOC webpage for volunteer forms or contact CBCC's CPPC Tanja Cain to become a volunteer.	
CBCC LFC Elections Updates DOC Policy 530.155 Family Councils & Resource Guide - Smith	• Nettie Reed was appointed as the Co-Chair for 2024 and the Statewide Representative. • Tanya Auger was appointed the Co-Secretary, today.	
Open Action Items - Smith	• Toothbrushes	

Roundtable open discussion

Next meeting location: TEAMS April 6, 2024 Via Teams

Question - Processing property packages taking longer than normal. Resonse: Superintendent is following up with property, currently two staff assigned and we are working to get extra staff to assist. Superintendent Boe is hoping with the increase in our population we will have more family members participate in the LFC.

Date: 2/3/2024 Time: 9:00am

Comments: _____

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