



**Incarcerated Individual Betterment Fund (IIBF)
Live Event**

Date: Thursday, July 29, 2021
 Time: 4:00 p.m. – 5:30 p.m.
 Location: [MS Teams Meeting](#)

AGENDA

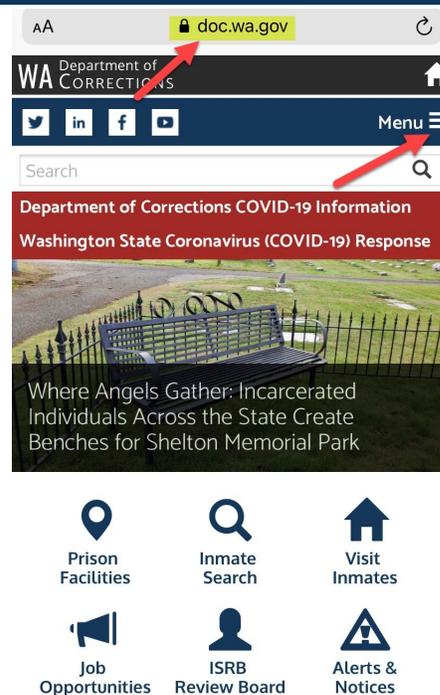
TIME	TOPIC	DISCUSSION LEADER
4:00 pm - 4:10 pm	Welcome/Introduction	Dianne Doonan, Assistant Comptroller/Strategic Planning
4:10 pm – 4:30 pm	Incarcerated Individual Betterment Fund (IIBF) Quarterly Budget to Actual Report Review	Cathy Ding, IIBF Administrator
4:30 pm – 5:00 pm	Q&A. IIBF Question Box: dociibfquestions@doc1.wa.gov Please send your questions regarding IIBF Quarterly Report to IIBF Questions Box prior to the IIBF Live Event if possible	All
5:00 pm – 5:30 pm	FY22 IIBF Budget overview	All

Next Incarcerated Individual Betterment Fund Live Event: October 28, 2021

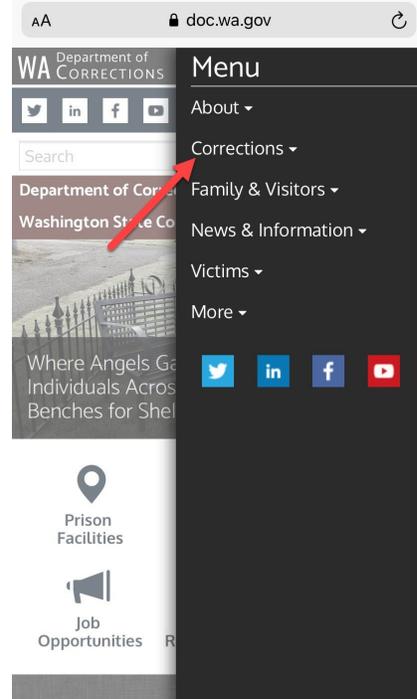
Step 1: Download the Microsoft Teams app from your mobile device's app store. The Teams app is free and does not require registration or a subscription.



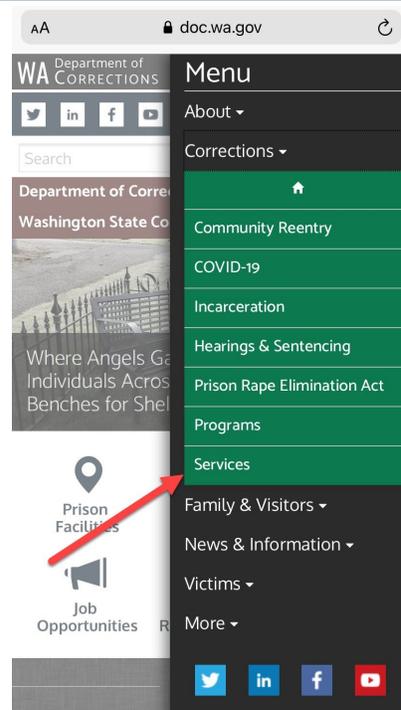
Step 2: From the "doc.wa.gov" homepage, tap on the "Menu" icon



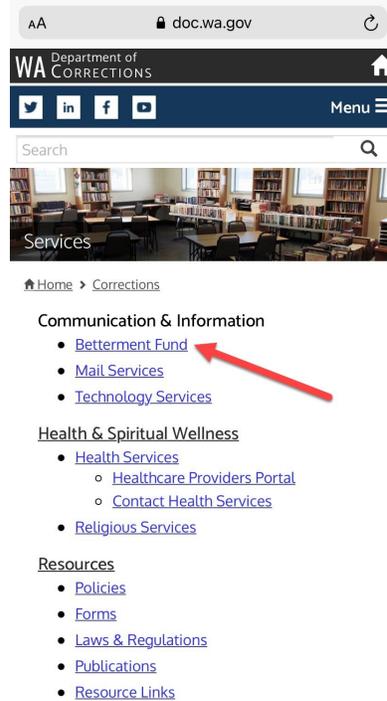
Step 3: In the menu,
tap on the word
“Corrections.”



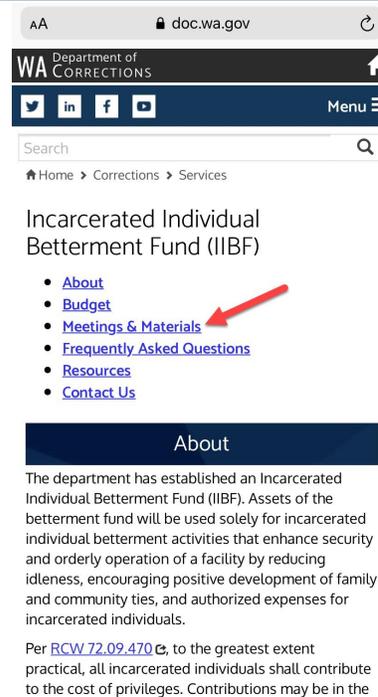
Step 4: Under the
“Corrections” topic,
select “Services.”



Step 5: “Betterment Fund” will be the first option on this page. Select it, and you will arrive at the IIBF resource page on doc.wa.gov.



Step 6: From the IIBF resource page, tap on “Meetings & Materials.”



Step 7: From this section, select the date of the meeting that you are attending. This will take you to the meeting agenda.

AA doc.wa.gov

Meetings & Materials

Per [DOC 200.200 Incarcerated Individual Betterment Fund](#), the betterment fund financial status will be publicly reviewed quarterly.

The department will host a quarterly event live on Microsoft Teams to review agency-level betterment fund financial reports. These meetings will typically occur on the last Thursday of the month. Dates and times will be posted and are open to the public.

Upcoming Meetings

- [July 29, 2021](#)

Past Meetings

- [May 17, 2021](#)
 - [Question and Answers](#)
- January 28, 2021
 - [Question and Answers](#)
- October 30, 2020 - Cancelled due to COVID-19

Each prison facility business office will be available upon the request of the local family council to present the budget to actual financial reports at facility [local family council](#) meetings.

Step 8: Select the blue underlined “MS Teams Meeting” link near the top center of the agenda.

doc.wa.gov

Department of Corrections
WASHINGTON STATE

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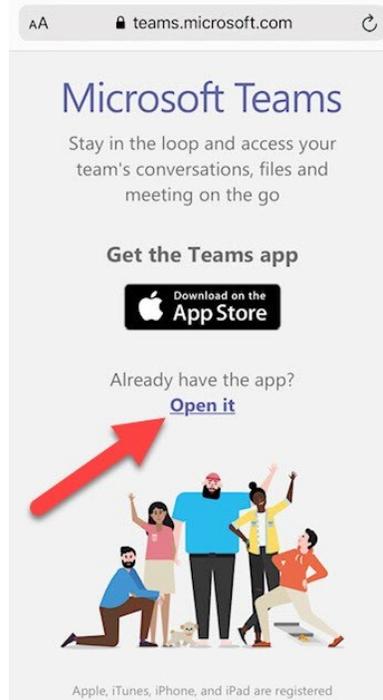
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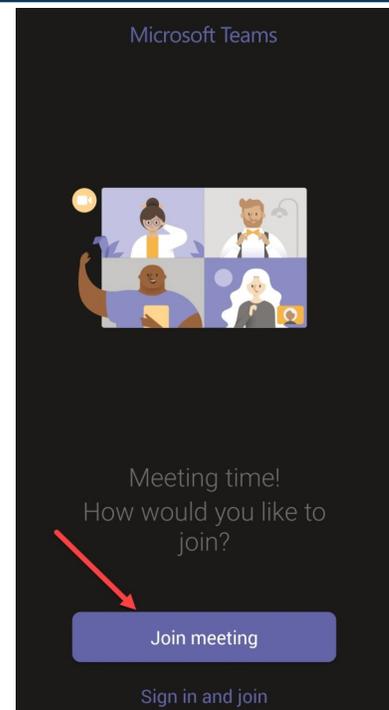
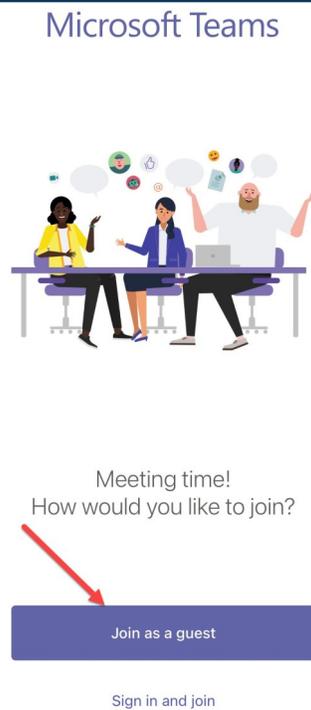
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Step 9: From this screen click on the “Open It” link. This will open the Teams app that you downloaded in step one.



Step 10: Once the app has opened, select the “Join as a guest” or “Join meeting” option.



Step 11: From this screen, enter your name into the text field, then select join meeting. You will then be entered into the meeting.



Type your name, then select
Join meeting.



Name

Join meeting