

# Record of Attendance and Correspondence

## **Richard Gleason's meeting attendance:**

- Last meeting attended 10/17/24
- Absent November 2024-current

## **Richard Gleason's meeting correspondence:**

- Texted he couldn't attend 11/21/24
- He texted he planned to attend on 2/6/25 but didn't show up.
- Emailed he couldn't attend 5/15/25

**Attendance at other meetings with Co-Chairs:** (Meetings with Co-Chairs and Facilitators to prep for the upcoming JPOP meetings (he was a "protege" who wanted to learn how to be in the leadership role)).

- 11/6/24
- 2/6/25

## **Attempts to Contact Richard Gleason**

Sent emails & personal texts before each JPOP meeting and Co-chair meeting because Richard said reminder texts were helpful.

Mardi & Richard had email exchanges on 5/9/25 in which Richard expressed his hesitations about serving on the JPOP Comm. Mardi encouraged Richard to continue on the committee and noted that, if he can't attend meetings, we will need to look for a replacement for his seat. Asked him to let us know what he wanted to do by 5/15 JPOP meeting. He responded he will try to make it to the meeting. He didn't attend.

Reached out to Richard about continuing to serve on Committee:

- Mardi left voicemail 8/13/25
- Sent letter from Mardi, Holly, Tawsha & Hannah asking about continuing on JPOP 8/19/25. Ask for response by 8/31.
- 8/26 Mardi sent reminder note to respond by 8/31. No response by 8/31.
- Tawsha emailed 9/4. No response.

Council Chair sent letter to address of record Sept. 19. Letter returned undeliverable on Oct. 8

Legislative Coordinator II emailed Council Chair's letter to Mr. Gleason at email address of record on Sept. 19 and again on Oct. 8. No Response.

Legislative Coordinator II emailed Mr. Gleason at email address of record on October 20 to let him know an agenda item will be scheduled on an upcoming Council agenda to consider his removal from the committee. No response.

R. Gleason emailed Legislative Coordinator II on another matter on November 23, and engaged in an email conversation about the possibility of him reengaging with the JPOP Committee. Received an Email

from Mr. Gleason on December 4, 2025, and he has not responded to additional attempts to communicate.

Council staff again emailed Mr. Gleason on December 29 to attempt to reengage. No response  
JPOP Committee facilitators continue to email and text meeting notices to Mr. Gleason before each meeting. No response.

Email from Mr. Gleason to Legislative Coordinator II received on January 15 on another matter. He did not address his membership or attendance on the JPOP Committee.

Mr. Gleason was notified by email that Council would consider his appointment at the January 27 evening Council meeting.

CLERK OF THE COUNCIL  
Cathy Halka, AICP, CMC

COUNTY COURTHOUSE  
311 Grand Avenue, Suite #105  
Bellingham, WA 98225-4038  
(360) 778-5010



COUNCILMEMBER  
Kaylee Galloway

## WHATCOM COUNTY COUNCIL

### FROM THE DESK OF COUNCILMEMBER KAYLEE GALLOWAY

September 10, 2025

Richard Gleason  
1317 N. Garden St.  
Bellingham, WA 98225

Dear Mr. Gleason:

On April 9, 2024, the Whatcom County Council appointed you to the Justice Project Oversight and Planning (JPOP) Committee, representing individuals with lived experience in the criminal legal system. The Committee is an active and important partner in reviewing and making recommendations to the Whatcom County Council and County Executive on the County's Justice Project Implementation Plan. Regular participation by its members is important to its success. The participation of people who have been involved in the criminal legal system provides necessary perspective and an important voice on the Committee.

The County and the Committee hope you will continue to be an active member on the committee. I understand that the last meeting you were able to attend was in February 2025. If you would like to continue to serve on the Committee, or if you feel you're unable to continue to participate, **please notify either the County Council Office or the facilitators, Holly O'Neil and Mardi Solomon, by October 17** (contact information below).

- County Council Office: 360-778-5010, [Jnixon@co.whatcom.wa.us](mailto:Jnixon@co.whatcom.wa.us)
- Holly O'Neil: [Holly@crossroads.pro](mailto:Holly@crossroads.pro)
- Mardi Solomon: [Mardi@crossroads.pro](mailto:Mardi@crossroads.pro)

If there is anything we can do to help facilitate your continued participation on the Committee, please let me know.

Respectfully,



Kaylee Galloway, Chair  
Whatcom County Council

c: Whatcom County Councilmembers  
Cathy Halka, Clerk of the Council  
Jill Nixon, County Council Office  
Correspondence file

**To:** Richard Gleason  
**Subject:** Membership on the JPOP Committee  
**Date:** Wednesday, October 8, 2025 10:56:41 AM  
**Attachments:** Galloway absentee letter to Gleason September 2025 signed.pdf

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Hi Richard,

Council Chair Galloway sent you the attached letter in September, and it was returned today. Please see attached and contact us NO LATER than Oct. 17 to continue your membership on the JPOP Committee.

Letter excerpt:

The County and the Committee hope you will continue to be an active member on the committee. I understand that the last meeting you were able to attend was in February 2025. If you would like to continue to serve on the Committee, or if you feel you're unable to continue to participate, **please notify either the County Council Office or the facilitators, Holly O'Neil and Mardi Solomon, by October 17** (contact information below).

- County Council Office: 360-778-5010, [Jnixon@co.whatcom.wa.us](mailto:Jnixon@co.whatcom.wa.us)
- Holly O'Neil: [Holly@crossroads.pro](mailto:Holly@crossroads.pro)
- Mardi Solomon: [Mardi@crossroads.pro](mailto:Mardi@crossroads.pro)

If there is anything we can do to help facilitate your continued participation on the Committee, please let me know.

Jill  
Legislative Coordinator II  
Whatcom County Council Office  
311 Grand Ave., Suite 105  
Bellingham, WA 98225  
360-778-5010

*Notice: All email and attachments sent to and from Whatcom County are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56)*

**To:** Richard Gleason  
**Subject:** Your membership on the Justice Project Oversight and Planning (JPOP) Committee  
**Date:** Monday, October 20, 2025 4:52:19 PM

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Dear Mr. Gleason:

On April 9, 2024, the Whatcom County Council appointed you to the Justice Project Oversight and Planning (JPOP) Committee, representing individuals with lived experience in the criminal legal system. According to our records, you last attended in February 2025.

We've made a number of attempts to reengage you on the committee, but have not heard back from you. The County Council will move forward with an agenda item on their November 5 evening Council meeting agenda to reconsider your position on the committee. According to [Whatcom County Code 2.03.025](#), this is notice of your opportunity to be heard by the council regarding your position. At this meeting, the Council may vote to remove you from the appointed position before the end of the term.

The County and the Committee hope you will continue to be an active member on the committee. If you would like to continue to serve on the Committee, or if you feel you're unable to continue to participate, **please email me or notify either the County Council Office or the facilitators, Holly O'Neil and Mardi Solomon, by November 5** (contact information below). Alternatively, you may attend the November 5 County Council meeting and speak to the Council at open session.

- County Council Office: 360-778-5010, [Jnixon@co.whatcom.wa.us](mailto:Jnixon@co.whatcom.wa.us)
- Holly O'Neil: [Holly@crossroads.pro](mailto:Holly@crossroads.pro)
- Mardi Solomon: [Mardi@crossroads.pro](mailto:Mardi@crossroads.pro)

If there is anything we can do to help facilitate your continued participation on the Committee, please let me know.

Respectfully,

Jill Nixon  
Legislative Coordinator II  
Whatcom County Council Office  
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Bellingham, WA 98225  
360-778-5010

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**To:** Richard Gleason  
**Subject:** Membership on JPOP Committee Tuesday,  
**Date:** January 20, 2026 3:14:38 PM

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Hello Richard,

On April 9, 2024, the Whatcom County Council appointed you to the Justice Project Oversight and Planning (JPOP) Committee, representing individuals with lived experience in the criminal legal system. I understand that the last Committee meeting you were able to attend was in October 2024.

Per Whatcom County Code 2.03.025, the County Council will reconsider your appointment to the Justice Project Oversight and Planning (JPOP) Committee at their regular evening Council meeting on January 27 at 6:00 p.m. If you would like an opportunity to be heard by the council, please let the Council know at the contact information below before the Council meeting on January 27. You may also [attend the meeting via zoom](#) or in person and speak to the Council at that time.

- Phone: 360-778-5010
- Email: [council@co.whatcom.wa.us](mailto:council@co.whatcom.wa.us)
- Mail: Whatcom County Council, 311 Grand Ave., Suite 105, Bellingham, WA 98225

Regards,

Jill Nixon

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Whatcom County Council Office  
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Bellingham, WA 98225  
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