

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, November 14, 2022

A regular meeting of the Indeterminate Sentence Review Board (ISRB) was held whose office is located at 637 Woodland Square Loop SE, Lacey, WA 98504. The meeting started at 9:00 a.m.

Board Members:

Kecia Rongen
Lori Ramsdell-Gilkey
Jeff Patnode - Absent
Elyse Balmert
TaTeasha Davis

Staff:

Jill Getty, Executive Director	Robin Riley, Executive Assistant
Kerri McNeil, Victim Liaison	Ronda DeBower, Records Supervisor
Monika Fields, Hearing Investigator III	Christine Hunter, Correctional Records Technician
Kristi Busch, Hearing Investigator III	Teresa Schmidt, Correctional Records Technician
Ron Frederick, Hearing Investigator III	Vilyayvanh Janis, Correctional Records Technician
Matt Frank Hearing Investigator III	Nadine Tucker, Correctional Records Technician
Theresa Hinds, Hearing Investigator III	Kathleen Trombley, Program Specialist III
Heather Duell, Admin Assistant III	Sachika Hiraide, Administrative Assistant I

A. Board and Staff Discussion

- **Recognition:** Ms. Getty presented a plaque and pin for thirty (30) years of service with the state of Washington to Mr. Frederick. Ms. DeBower presented a pin to Nadine Tucker for five (5) years-service with the state of Washington.
- **Hearing Calendar** - The Hearing Calendar for November 2022 through February 2023 was reviewed and amended.
- **December Activities** – Holiday activities to include donations to the Mayday Foundation were discussed.
- **Monthly Data Report**

ISRB MONTHLY DATA REPORT

	22-Aug	Sep-22	Oct-22
RELEASE HEARINGS	30	44	53

VIOLATION HEARINGS IN-PERSON:	13	15	16
VIOLATION HEARINGS OUT OF CUSTODY:	1	3	1
TOTAL	14	18	17
REVOKED:	11	11	4
REINSTATED:	3	5	12
CONTINUED ON ACTIVE STATUS:	0	2	0
PENDING:	0	0	1
CONTINUED:	0	0	0
SUSPENDED @ HEARING SCHED NEW HEARING - NEW INFO:	0	0	0
ADMINISTRATIVE REINSTATEMENTS:	4	8	4
LETTERS TO VICTIMS/SURVIVORS:	158	116	129
EMAILS TO VICITMS/SURVIVORS:	29	12	20
MAIL RETURN:	36	18	21
SUMMARIES PROVIDED	4	6	6
PRISON VISITS/TEAMS HEARINGS:	0	0	0
VICTIM SURVIVOR MEETINGS:	4	4	3
EXCLUSION ZONE CONDITION REQUESTS:	7	1	5
EXCLUSION ZONE RE-VERIFICATIONS:	4	5	4
REFRAIN FROM CONTACT REQUESTS:	0	0	1
ORPS APPROVED:	26	24	16
RELEASE FROM NON-BOARD CAUSE		4	0
ORPS DENIED	9	8	6
RELEASES CANCELLED	1	0	0
ICOTS	2	0	0
FINALS ISSUED:	0	0	0
STIPULATED AGREEMENTS:	34	24	29
BOARD WARNINGS FY22 July - Dec	5	5	3

- **Check Ins** – Board Members and Staff provided updates.

II. Chairs Report –

- **2022 Governor’s Equity Summit** – This event is Wednesday, November 30, 2022 @ the Tacoma Convention Center. There is also a virtual option. Check with your supervisor if you would like to go.
- **Strategic Planning** – the Board is contracting with Stellar Association, LLC to facilitate and prepare for strategic planning. A facilitator will assist the Board and Staff with this process. We will be looking at our vision/mission and values. This process will go through February and the staff will start participating in January 2022.

We will be working on some performance measures. We might change our focus on the data collection based on those performance measures.

- **Structured Decision-Making Framework (SDMF) – Next Steps** – Ms. Getty and Ms. Rongen met with Dr. Serin and his Ph.D. student to discuss the tool and research in Washington State. Courtney Bagdon-Cox and Larissa Caldera from Data Analytics will be assisting with data. Dr. Serin must go through the Washington Institutional Review Board (WA IRB). Research and Data Analytics (RDA) has been very helpful and flexible and trying to work with us to make it happen.

The Board has been completing the SDMF with RCW 9.95.422 cases and will start using this form with level 3 sex offenders. The Board wants to make sure we are following all the rules based on the IRB and using data that is de-identified.

Dr. Serin will also be tailoring a manual for the ISRB as it relates to sex offenders. With regard to succession planning, we want this work to be embedded in certain areas. The manual will be done by March 2023.

Rebecca Torrence will start on December 5, 2022.

The Board is going to do in-person hearings a couple of times a year. They will pick some sites on the westside during the winter and eastside when the weather is better. This plan will start in February. The Board will discuss in-person violation hearings in the future. Out of custody hearings will continue via teams.

If there are cultural celebrations we can recognize in November and December, let Ms. Rongen or Ms. Duell know.

- ## III. Executive Director Report –
- Some projects will be ongoing with Strategic Planning and SDMF. Ms. Getty is trying to collect data for 2016 to see how labor intensive that will be to pull that all together and send to RDA.

Ms. Balmert, Mrs. Ramsdell-Gilkey and Ms. Davis have training coming up at two facilities. Ms. Getty is facilitating that training. Washington Administrative Codes (WACs) have been submitted to update. These are for the CCB release hearings and violation hearings to include JUVBRDs.

- IV. **Board Member Reports** – Mrs. Ramsdell-Gilkey is still participating at the Sex Offender Policy Board Meetings. She is involved in the study of lifetime supervision. Ms. Ramsdell-Gilkey will share the report when it is published.
- V. Board Meeting Minutes – The Board Meeting Minutes dated October 10, 2022, and October 24, 2022, have been approved as written.
- VI. RCW 9.95.422 Case Deliberations
- 286922 PLEMONS, Richard
 - 245917 STEINER, John
 - 261489 WILSON, Joel

Separate minutes will be published to the website.

- VII. Special Condition: Ms. Rongen introduced the following special condition to be used on an as needed basis.

You currently have a Court imposed condition that you have “No Internet Access”. If this condition is ever modified or deleted by the Court, the ISRB must be notified immediately so appropriate conditions regarding the internet use are imposed.

Action 8-22

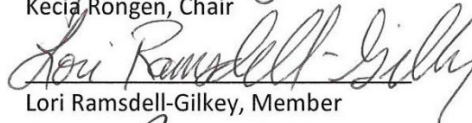
Ms. Balmert moved to approve the condition as written. 2nd – Mrs. Ramsdell-Gilkey.

4-0 - Approved

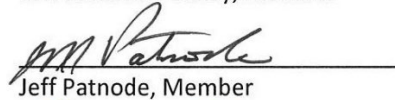
- VII. Closed Session
- Cases
- IX. Adjourn – 4:00 p.m.



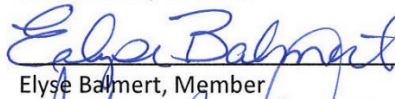
Kecia Rongen, Chair



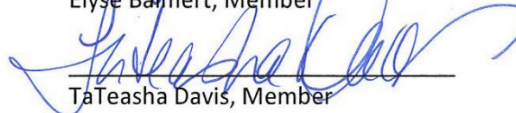
Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member



TaTeasha Davis, Member