

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, December 12, 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
Elyse Balmert
TaTeasha Davis

Staff:

Jill Getty, Executive Director	Rebecca Torrence, 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	Sarah Lykes, Office Assistant 3 - Absent

I. Board and Staff Discussion

- **Hearing Calendar** - The Hearing Calendar for January 2023 through April 2023 was reviewed and amended.

ISRB MONTHLY DATA REPORT

Dec-22

RELEASE HEARINGS	51
VIOLATION HEARINGS IN-PERSON:	14
VIOLATION HEARINGS OUT OF CUSTODY:	0
TOTAL	14
REVOKED:	6
REINSTATED:	6
CONTINUED ON ACTIVE STATUS:	0
PENDING:	2
CONTINUED:	0
SUSPENDED @ HEARING	0
Sched New Hearing - New Info:	0
ADMINISTRATIVE REINSTATEMENTS:	2
LETTERS TO VICTIMS/SURVIVORS:	85
EMAILS TO VICTIMS/SURVIVORS:	8
MAIL RETURN:	4
SUMMARIES PROVIDED	6
HEARINGS ATTENDED:	0
VICTIM SURVIVOR MEETINGS:	2
EXCLUSION ZONE CONDITION REQUESTS:	6
EXCLUSION ZONE RE-VERIFICATIONS:	2
REFRAIN FROM CONTACT REQUESTS:	0
ORPs APPROVED:	26
RELEASE FROM NON-BOARD CAUSE	
ORPs DENIED	9
RELEASES CANCELLED	0
ICOTS	3

FINALS ISSUED:	0
STIPULATED AGREEMENTS:	36
BOARD WARNINGS	2

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

II. **Chairs Report**

Gradual Re-entry (GRE) – The Department of Corrections (DOC) has moved the GRE Program to the Community Custody Division. Those individuals who have committed sex offenses and are level ones or twos will be eligible. If staff receive any questions regarding our cases, please let Ms. Rongen know.

Strategic Planning - Strategic Planning is in the beginning stages. Ms. Getty and Ms. Rongen met with Ms. April Potts from Stellar Association, LLC for an initial conversation. Staff should expect a kickoff email and an introduction meeting shortly after.

Budget - The Governor’s budget should be published this week. We have requested several temporary positions.

Monroe Correctional Complex – Twin Rivers Unit (TRU) Training – Training was conducted via Teams, and it was well received by recipients. The next one is scheduled for Thursday, December 15, 2022, at 10am, via Teams.

Association for Paroling Authorities International (APAI) Conference – The 2024 APAI Conference will take place in Seattle. Ms. Rongen and Ms. Torrence will be working with APAI for all the logistics. Staff may be asked to assist in various capacities.

Prison Hearings – Periodic in person hearings will begin, at Airway Heights Corrections Center in March of 2023.

III. **Executive Director Report**

Washington Administrative Codes (WACs) – The WAC revisions continue and focus on Juvenile Board cases.

DOC Sex Offender training is being developed which will take several months. The ISRB is providing input.

IV. **Board Member Reports** –

- a. Mrs. Ramsdell-Gilkey had nothing to report.

- b. Mr. Patnode noted that the hearings at Nisqually are going well.
- c. Ms. Balmert reported that the APAI Committee reached out to her regarding attending a Victim's Services meeting via zoom. The meeting is not yet scheduled.
- d. Ms. Davis' last day at the ISRB is January 13, 2022.

V. **Board Meeting Minutes** – The Board Meeting Minutes dated November 14, 2022, and November 28, 2022, have been approved as written.

VI. **Board Meeting Schedule for 2023**

- Action 9-22
Ms. Balmert moved to approve the Board Meeting Schedule for 2023 as presented. 2nd – Mrs. Ramsdell-Gilkey.

5-0 Approve

VII. **PREA Question and Answer with Michelle Duncan, PREA Coordinator – The Board and staff Met with Ms. Duncan via TEAMS to ask questions and get some clarification regarding PREA.**

VII. **RCW 9.95.422 Case Deliberations**

- 255710 LAKEY, Hershel

Separate minutes will be published to the website.

VIII. **Closed Session**

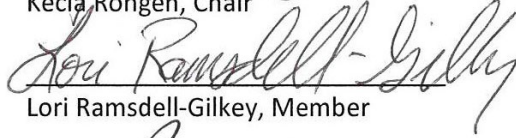
- Cases
- Prison Visits – Starting March 2023

IX. **Community Concerns Meetings (Closed to the Public):** - Victims/Survivors met via Microsoft Teams and in person with the Board Members to provide a statement on how the crime has affected their life and to voice any concerns regarding an individual's release.

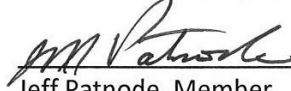
X. **Adjourn** – 3:00 p.m.



Kecia Rongen, Chair



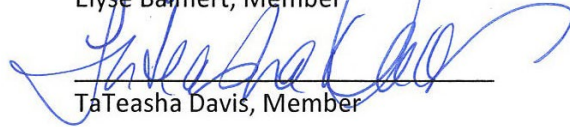
Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member



Teasha Davis, Member