

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, January 8, 2024

A regular meeting of the Indeterminate Sentence Review Board (ISRB) was held at the office 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
Jill Getty

Staff:

Rebecca Torrence, Executive Assistant	Heather Vicha, Office Assistant III
Kerri McNeil, Victim Liaison	Ronda DeBower, Records Supervisor
Kristi Busch, Hearing Investigator III	Ron Frederick, Hearing Investigator III
Matt Frank, Hearing Investigator III	Teresa Schmidt, Correctional Records Technician
Theresa Hinds, Hearing Investigator III	Nadine Tucker, Correctional Records Tech. Lead
Kathleen Trombley, Program Specialist III	Heather Duell, Correctional Records Technician
Sarah Lykes, Administrative Assistant III	Ji Soo Shin, Admin. Assistant I

Not Present:

Monika Fields, Hearing Investigator III
Christine Hunter, Correctional Records Technician
Vilayvanh Janis, Correctional Records Technician
Corey McNally, Executive Director

Guest Speaker:

Dr. Kirk Luther

I. Board and Staff Discussion

- Hearings Calendars through May 2024 were reviewed.
- Monthly Data Report for November 2023 and December 2023 were reviewed.
- Check ins

II. Chair's Report

- Legislative Session has begun.
 - There are several bills that the ISRB will be reviewing in this session.
 - The positions that the ISRB have attempted to have funded are back in this year's Governor's Budget, we will still need to wait until the legislative budget is passed to see if they will be funded.

III. Executive Director Report – None.

IV. Board Member Reports – None.

V. New Business

- Preferred Pronouns – The ISRB staff strive to be respectful to all individuals; stakeholders, both internal and external; and staff. Ms. Torrence will seek clarification on the Department's directive regarding the proper use of pronouns in documentation.
- Dr. Kirk Luther from Carlton University presented a training to Board and Staff, "Interviewing Techniques", via Teams.

VI. Board Meeting Minutes – December 2023 – December 11, 2023 Board Meeting
Minutes were reviewed and approved.

VII. RCW 9.95.422 Case Deliberations

- SMITH, Streaty 287506

Separate minutes will be posted to the website.

VII. Community Concerns Meetings (Closed to the Public) – Victims/Survivors met via Microsoft Teams and/or 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.

VIII. Closed Session

- Cases were discussed.
- ICOTS and Board Approval. The Board had a discussion regarding the current approval process for Board Cases moving out of State.

IX. Adjourn – 12:45pm

DocuSigned by:

Kecia Rongen

Kecia Rongen, Chair

DocuSigned by:

Lori Ramsdell-Gilkey

Lori Ramsdell-Gilkey, Member

DocuSigned by:

Jeff Patnode

Jeff Patnode, Member

DocuSigned by:

Elyse Balmert

Elyse Balmert, Member

DocuSigned by:

Jill K. Getty

Jill Getty, Member