

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, July 16, 2018

A regular meeting of the Indeterminate Sentence Review Board was held in the ISRB Office Building located at 4317 Sixth Avenue SE, Lacey, commencing at 9:00 a.m.

Present were:

Board Members:

Staff:

Kecia Rongen
Lori Ramsdell-Gilkey
Jeff Patnode
Elyse Balmert

Robin Riley, Executive Assistant - Absent
Sheila Lewallen, Victim Liaison
Monika Fields, Hearing Investigator III
Kristi Busch, Hearing Investigator III
Matt Frank, Hearing Investigator III
Jill Getty, Hearing Investigator III
Irene Seifert, Correctional Records Supervisor
Jody Swails, Correctional Records Technician
Christine Hunter, Correctional Records Technician
Teresa Schmidt, Correctional Records Technician
Fawneil Opp, Correctional Records Technician
Nakia Titus, Administrative Assistant 1
Babette June, Program Assistant

A. RCW 9.95.422 Deliberation

- 768174 BETANCOURT, Adam – Separate deliberation minutes will be posted to the ISRB portion of the website.

B. Closed Session

- Cases
- Hearing Calendar – Board Members reviewed the Hearing Calendar from July 2018 through October 2018.

C. Board Meeting Minutes – Ms. Rongen asked the Board Members if there were any additional corrections or amendments to the minutes. The Board Meeting minutes from June 11, 2018 and June 25, 2018 are approved.

D. Community Custody Board (CCB) Releases with New Crimes – Megan Rasmussen, Management Analyst with Enterprise Data Analytics met with the Board to share data on CCB Releases that committed new crimes. The Board has asked her to provide other data as well.

E. Board & Staff Discussion

- **Hearing Calendar Re-cap** – No changes were made to the calendar which was distributed to Board Members and staff prior to the Board Meeting.
- **South Dakota Parole Board** - The Board Members will be going to South Dakota August 13 through August 15, 2018 to observe the South Dakota Parole Board's decision making process. This trip is being sponsored by the National Institute of Corrections (NIC).
- **Board Member Availability** - Ms. Seifert asked for and received Board Member availability for violation hearings in August 2018.
- Ms. Rongen welcomed back Jill Getty who has been on temporary assignment with the Department of Corrections Civil Commitment Unit.

F. Chair's Report -

- **Sentencing Guidelines Commission (SGC)** - Ms. Rongen distributed documents from the Sentencing Guidelines Commission (SGC). The SGC has been asked by the legislature to look at the Sentencing Reform Act (SRA) to simplify and enhance judicial discretion among other things. In addition, the SGC is looking at post-conviction review for people not under the Board's jurisdiction that might need a second look. There have been two bills regarding these reviews introduced in the last two legislative sessions.
 - **SGC Sub-Committee** - A sub-committee consisting of Ms. Rongen, Chair of the ISRB, Judge Rumbaugh a Pierce County Superior Court Judge, Greg Links, Director of the Washington Appellate Project and Tim Wettick a Citizen Representative have been tasked with looking at what a post-conviction review would look like. The sub-committee presented a recommendation to the SGC to conduct a post-conviction review for inmates who have already served 15 years and are not under the jurisdiction of the ISRB. There is no plan to exclude offenses at this time. There is no agreement on what entity would conduct these post-conviction reviews. The Prosecutors would like this review to go in front of the Clemency and Pardons Board. The defense attorneys argue that there is not enough access to the Clemency and Pardons Board. Senator Darneille, Chair of the Senate Human Services and Corrections Committee would like there to be diversity on whichever Board reviews these cases with a representation of the population that is being reviewed.

- **Per Diem Changes effective July 1, 2018** – Ms. Rongen reported on the new per diem changes as follows:
 - As of July 1, 2018, to be eligible for per diem in connection with non-overnight travel, the following criteria both must be met:
 1. The employee must be in travel status for 11 hours.
 2. The employee must be in travel status during the entire agency-determined meal period(s) in order to qualify to collect meal payments for meal(s), except as provided in subsection 70.15.10.
 - **Supplemental Budget Requests** – Ms. Rongen has submitted a Supplemental Budget Request for the following:
 1. A Program Specialist II to help Ms. Lewallen and Ms. June with the Victim Liaison Program.
 2. Additional Funds to pay Violation Hearing Attorneys which is needed due to an increase in hearings,
 3. An additional Board Member to meet up with the current workload.
 4. Training money so Board and staff can attend trainings that would be beneficial and help to their work.

It is not known whether these four items will move forward to the Governor's Office, but Ms. Rongen has asked that the ISRB list be separate from the Department of Corrections' (DOC) list and Mr. Sinclair has agreed.

- **Hiring Freeze** - There is currently a hiring freeze that does not apply to the ISRB. Certain DOC positions will take an override to hire.
- **Board Members meet with Superintendents** - Board Members have been meeting with Superintendents at the facilities to talk about ISRB requests for programming in Decisions and Reasons, hearings at the facility and other processes.

G. Old Business –

- **Discovery List – Receiving Pornography** - The Board Members decided they do not need to see pornography prior to the violation hearing and do not want the Community Corrections Officers sending it to the office as it should be brought to the violation hearing. The Board will not put pornography in our files, but will describe the pornography in the Findings and Conclusions.

Ms. Fields asked that the Hearing Investigators still be able to review an electronic copy of what is stated as pornography so they can determine probable cause. The Discovery List will include the following statement:

If the Board receives sexually explicit material from the CCO, it will be destroyed and copies will not be maintained in the ISRB file. The CCO should retain the sexually explicit material per DOC's policy.

- **Sexually Explicit Equipment** – Ms. Fields saw a condition in a Judgement and Sentence that mentioned sexually explicit equipment. The Sexually Explicit Material pertains only to images, so she wanted to know if the Board wanted to create a special standard condition for “equipment.” The Board came to the consensus they would look at these conditions on a case by case basis, but no special standard condition would be created.

H. New Business -

Hearing Investigators Training – Ms. Fields and Mr. Frank provided training to the Bremerton Office. Although the training went well, there were only five people in attendance. Ms. Fields stated the importance of reaching out to other offices in outlying areas.

I. Board Member Reports – None

J. Staff Reports - None

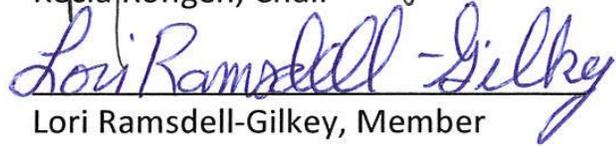
K. Community Concerns – Community Concerns Meeting – Victim/Survivor met in person with the Board Members to provide a statement on how the crime has affected their life and to voice any concerns regarding the offender's release.

L. Community Concerns – Community Concerns Meeting – Victim/Survivor met in person with the Board Members to provide a statement on how the crime has affected their life and to voice any concerns regarding the offender's release.

M. Adjourn – 3:00 p.m.



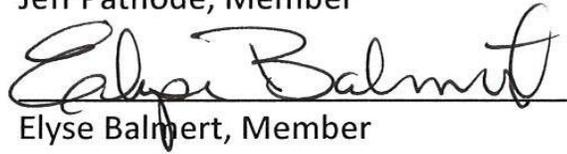
Kecia Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member