

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
VIA MICROSOFT TEAMS
SUMMARY MINUTES

Monday, November 8, 2021

A regular meeting of the Indeterminate Sentence Review Board was held via Microsoft Teams by the Indeterminate Sentence Review Board (ISRB) 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
Jeff Patnode
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 - A	Christine Hunter, Correctional Records Technician
Kristi Busch, Hearing Investigator III	Teresa Schmidt, Correctional Records Technician
Matt Frank, Hearing Investigator III	Fawneil Opp, Correctional Records Technician
Heather Duell, Admin Assistant III	Nadine Tucker, Correctional Records Technician
Kathleen Trombley, Program Assistant	Andrew McDonald, Admin Assistant I
Kathleen Trombley, Program Assistant	

A. Board and Staff Discussion

- Hearing Calendar – November 2021 through February 2022
The Hearing Calendar was reviewed by Board and Staff and no amendments were made.

ISRB MONTHLY DATA REPORT

	21- Jul	21- Aug	21- Sep	21- Oct
RELEASE HEARINGS	40	20	38	41
VIOLATION HEARINGS IN- PERSON:	14	11	9	16
VIOLATION HEARINGS OUT OF CUSTODY:	5	2	2	2
TOTAL	19	12	11	18
REVOKED:	10	8	3	8
REINSTATED:	6	3	7	9
CONTINUED ON ACTIVE STATUS:	3	1	1	0
PENDING:	0	0	0	1
OPENED AND CONTINUED:	0	0	0	0
Sched New Hearing - New Info:	0	0	0	0
ADMINISTRATIVE REINSTATEMENTS:	6	6	1	4
VICTIM SURVIVOR MEETINGS:	2	4	3	4
EMAILS TO VICITMS/SURVIVORS:	25	6	19	19
LETTERS TO VICTIMS/SURVIVORS:	128	95	94	138
Mail Return:	28	21	36	25
SUMMARIES PROVIDED	5	5	7	8
PRISON VISITS	0	0	0	0
ORP' APPROVED:	19	13	17	10
ORPs DENIED	4	4	9	0
ICOTS	1	0	0	0
FINALS ISSUED:	0	0	0	0
STIPULATED AGREEMENTS:	28	36	29	32

- **Decision Making with Mentally Ill Individuals**

- Mr. Patnode created a document which will provide a roadmap for asking the right questions in hearings for those incarcerated individuals that are mentally ill, and also for making decisions in those cases.
 - Mr. Patnode will add the JUVBRD Release Criteria to the document.
 - Ms. Riley will place the updated document in the Board Member Manual and in Shared Documents in SharePoint.
- Ms. Rongen talked about this challenging population, and the fact that there is sometimes a nexus between the individual's mental health diagnoses and their sex offense. If they can't complete treatment it can be problematic to find them releasable, especially if they are not stable.
- Ms. Rongen also talked about some of these individuals not showing up to their hearings with the Board. She has been alerting Dr. Rainer and Dr. Drake if an individual does not show up to the hearing so that additional attention can be given to see if they can be encouraged to come. The Board and staff have a responsibility to alert the Department so they can work with the individual, and they don't get lost in the system.
- Ms. Rongen asked Records to include Dr. Drake on the e-mail for the Special Offender Unit (SOU) Dockets at Monroe.
- Ms. Busch talked about getting a mental health provider list as well for contacts at other facilities. Ms. Getty will be working on this.

- **Administrative Decision Sheet**

Ms. Debower presented the updated Administrative Decision Sheet. The goal of the small team that worked on this form was to make sure all recommendations and decisions were relevant, update the wording, and make sure the correct Board and Staff were listed in the drop-down menu. Recommendations and Decisions were also placed in alphabetical order.

Mrs. Ramsdell-Gilkey asked that "Appeal of Conditions" be added to the drop-down menu for recommendations. This administrative action requires one Board Member signature and the person reviewing the appeal should not be the person that issued the condition.

The word "Nationwide" was also requested to be added to "Suspend and Return" to make the recommendation clearer.

The full Board came to a consensus to approve this form.

Ms. Rongen thank the team that worked on this project, which included Ronda DeBower, Teresa Schmidt, Jill Getty, and Robin Riley.

- **Holidays**

- Ms. Riley will send out an e-mail so Board and Staff can vote on whether they want to participate in a gift exchange and if they want to have a holiday lunch in person or virtual.
- Mayday Foundation – The Board and staff has agreed to participate in holiday donations to the Mayday Foundation. Ms. Rongen will let the Foundation know we would like to participate.
- **New Business**
 - **Gradual Re-entry Program (GRE)** – Mrs. Ramsdell-Gilkey talked about the draft policy for GRE. She wondered if anyone had reviewed the policy. Ms. Fields had input in writing the policy. The Board was included.
 - Ms. Rongen reported that currently the only eligible cases are those Community Custody Board (CCB) individuals coming up on their first hearing. The Board will have a hearing several months prior to their earned release date (ERD) to find them releasable. Mrs. Ramsdell-Gilkey also wanted to know when the victims would be notified, and they will be notified when the early hearing is scheduled.
 - The Department of Corrections (DOC) is taking a careful approach with sex offenders with regards to the GRE. Ms. Rongen would like to start an internal work group to include herself, Ms. Getty, Ms. Fields, and Ms. DeBower. They will also work with the Sex Offender Treatment and Assessment Program (SOTAP) to determine if eligible individuals are amenable to treatment.
- **Check ins with Board and Staff**

II. Chair’s Report

- There are two birthdays this month to celebrate .
- Ms. Rongen also recognized Ms. Busch for her work on a case and making sure the needs of the community and the individual on supervision were met.

III. Board Member Reports - None

IV. Board Meeting Minutes – Ms. Rongen asked if there were any corrections or amendments to the minutes dated October 11, 2021 and October 25, 2021. Hearing none, the minutes are approved as written.

F. Closed Session

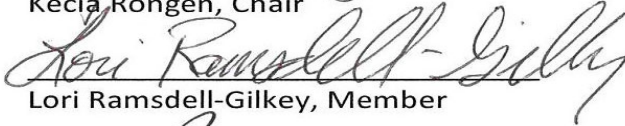
- Cases
- Court Decisions

G. Community Concerns Meetings (Closed to the Public) - Victims/Survivors met via Microsoft Teams 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.

H. Adjourn – 3:30 p.m.



Kecia Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member



TaTeasha Davis, Member