

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, March 13, 2023

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
Jill Getty

Staff:

Rebecca Torrence, Executive Assistant	Heather Duell, Admin. Assistant III
Kerri McNeil, Victim Liaison	Ronda DeBower, Records Supervisor
Monika Fields, Hearing Investigator III	Christine Hunter, Correctional Records Technician
Ron Frederick, Hearing Investigator III	Teresa Schmidt, Correctional Records Technician
Matt Frank Hearing Investigator III	Vilayvanh Janis, Correctional Records Technician
Kathleen Trombley, Program Specialist III	Nadine Tucker, Correctional Records Technician
Sarah Lykes, Office Assistant	Ji Soo Shin, Admin. Assistant I

Staff Not Present: Kristi Busch, Hearing Investigator III
Theresa Hinds, Hearing Investigator III

I. Chairs Report –

Legislative Update – Ms. Rongen; Ms. Balmert; and Mrs. Ramsdell-Gilkey were all confirmed through the Senate. Ms. Getty's confirmation hearing is scheduled for Thursday, March 16, 2023.

Minimum Contact Standards for JUVBRDS and PAR – DOC Policy 380.200 is under review regarding increased supervision for individuals under Board supervision who are released.

Structured Decision-Making Form (SDMF) – Evaluation in Washington State – The SDMF project requesting the process to be evaluated has been approved. It will go to the Institutional Review Board (IRB) for further review.

Staff Recognition – Several staff were recognized for their hard work and years of state service.

I. Board and Staff Check in –

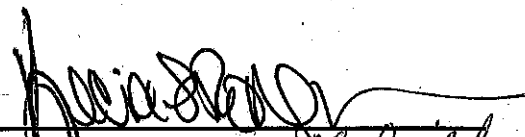
- **Meeting Minutes** – Meeting Minutes for January 23, 2023, and February 2023 were sent to staff for reviewed and will be on the Board Meeting agenda for April 10, 2023.
- **Hearing Calendar** – The Hearing Calendars through May 2023 were reviewed.
- **ISRB Monthly Data Report:**

	Feb-23
RELEASE HEARINGS	37
VIOLATION HEARINGS IN-PERSON:	12
VIOLATION HEARINGS OUT OF CUSTODY:	0
TOTAL HEARINGS	49
REVOKED:	7
REINSTATED:	4
CONTINUED ON ACTIVE STATUS:	0
PENDING:	2
CONTINUED:	2
SUSPENDED @ HEARING	0
Sched New Hearing - New Info:	0
ADMINISTRATIVE REINSTATEMENTS:	0
LETTERS TO VICTIMS/SURVIVORS:	61
EMAILS TO VICTIMS/SURVIVORS:	16
MAIL RETURN:	6
SUMMARIES PROVIDED	12
HEARINGS ATTENDED:	0
VICTIM SURVIVOR MEETINGS:	5
EXCLUSION ZONE CONDITION REQUESTS:	6
EXCLUSION ZONE RE-VERIFICATIONS:	2
REFRAIN FROM CONTACT REQUESTS:	1
ORPs APPROVED:	19
RELEASE FROM NON-BOARD CAUSE:	1
ORPs DENIED:	12
RELEASES CANCELLED/SUSPENDED:	1
ICOTS:	0

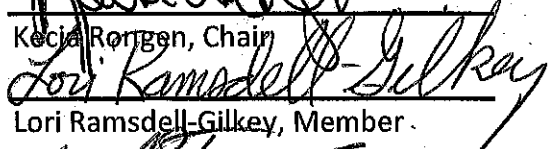
FINALS ISSUED:	1
STIPULATED AGREEMENTS:	33
BOARD WARNINGS FY23 - Jan - Mar	1

- **Check ins** – Board and Staff provided updates.

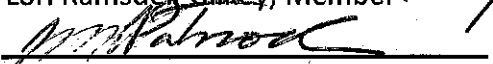
- II. **iCoach** – Effective March 10, 2023, DOC implemented a new supervisory model Individualized, Community-oriented, Accountability, Collaborative Help (iCoach). Mr. Frank and Mrs. Fields reported out to the group how this would affect individuals who fall into the jurisdiction of the Board.
- III. **Executive Director Report** – Nothing to report.
- IV. **Board Member Reports** – Nothing to report.
- VI. **RCW 9.95.422 Case Deliberations** – None were scheduled to be reviewed.
- VII. **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.
- VIII. **Closed Session**
Cases were discussed.
- IX. **Special Condition** -- The Board Members approved the following condition today in their Board Meeting. The new standard condition is being added due to the new DOC iCoach transition program and will be effective immediately. The condition will read as follows, “You must participate in the Post-Sanction 30 (PS-30) enhanced supervision program upon reinstatement.”
- X. **Adjourn** – 4pm




 Kecia Rorrgen, Chair



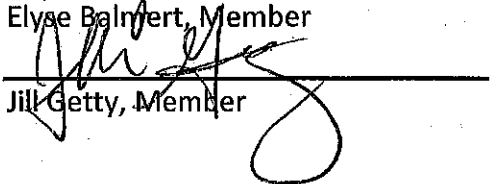
 Lori Ramsdell-Gilkey, Member



 Jeff Patnode, Member



 Elyse Balmer, Member



 Jill Getty, Member