

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, June 10, 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:

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

I. Board and Staff Discussion

- Hearings Calendar through August 2024 were reviewed and updated.
- Monthly Data Report

Apr-24 May-24

RELEASE HEARINGS	50	51
RELEASABLE	17	*
NOT RELEASABLE	22	*
CONTINUED/RESCHEDULED	11	*
VIOLATION HEARINGS IN CUSTODY:	15	23
VIOLATION HEARINGS OUT OF CUSTODY:	1	1
REVOKED:	7	11
REINSTATED:	3	6
CONTINUED ON ACTIVE STATUS:	1	0

PENDING:	3	7
CONTINUED:	1	0
ARREST @ OOC HEARING	0	0
Sched New Hearing - New Info:	0	0
TOTAL HEARINGS	66	75
ADMINISTRATIVE REINSTATEMENTS:	5	2
LETTERS TO VICTIMS/SURVIVORS:	78	79
EMAILS TO VICTIMS/SURVIVORS:	9	14
MAIL RETURN:	31	18
SUMMARIES PROVIDED:	5	7
HEARINGS ATTENDED:	2	2
VICTIM SURVIVOR MEETINGS:	3	4
EXCLUSION ZONE CONDITION REQUESTS:	5	1
EXCLUSION ZONE RE-VERIFICATIONS:	0	1
REFRAIN FROM CONTACT REQUESTS:	6	0
ORPs APPROVED:	15	24
RELEASE FROM NON-BOARD CAUSE:	0	1
ORPs DENIED:	9	11
RELEASES CANCELLED/SUSPENDED:	0	0
ICOTS:	1	0
FINALS ISSUED:	0	0
STIPULATED AGREEMENTS:	31	27
BOARD WARNINGS FY23	4	1
CORRESPONDENCE - US MAIL	53	54
CORRESPONDENCE - E-MAIL	71	50

*** This data will be pulled when the month is closed.**

- Check ins

II. Chair’s Report

- Alex Hernandez will start on June 17, 2024 in the temporary Correctional Records Technician position.
- The OA3 position will be a permanent position.
- The National Parole Board of Zambia would like to visit with the ISRB.
- Staff are reminded to complete their In-Service Training by the end of June.

III. Executive Director Report

- Ronda DeBower has started in her temporary position as a Hearing Investigator and will be taking on dockets as early as next week.
- Ms. Hinds is still working in a part-time capacity.
- Revised WAC 381.100 will be published soon.

IV. Board Member Reports

- Ms. Getty reported that the ISRB is scheduled to present an informational/educational presentation on ISRB on June 20, 2024 at the Sex Offender Policy Board meeting.

V. New Business

- ISRB OnBase Project – Marcel Wingate from the IT Department, presented a proposal of some updates in the ISRB's OnBase system. Mrs. DeBower and Ms. Torrence will provide Mr. Wingate with names of the staff who will run the tests on the proposed updates.
- Victim Services Presentation – Stanley Phillips and Ludmila Tschursin provided a presentation of the Accountability Letter Bank and Victim Offender Dialogue process.
- APAI Wrap-Up – Ms. Rongen expressed her appreciation of the success of the APAI Conference that took place in May in which the ISRB was the host. The staff who volunteered at the conference as well as the staff who continued to run the office attributed to that success.
- Retirement Acknowledgement – Attorney at Law George Marlton was acknowledged for his years of service to the ISRB and its individuals. Mr. Marlton will be retiring.

VI. Board Meeting Minutes

- There were no Board Meetings in the month of May 2024.

VII. RCW 9.95.422 Case Deliberations

- DEMOS, John 287455
- BARKER, William 241981

Separate minutes will be posted to the website.

VIII. 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.

IX. Closed Session

- Cases were discussed.
- Technical Assistance with Richard Stroker -

- Office of Public Defender Proposal discussion – The Board Members discussed the proposal so the vote can take place on June 24, 2024.

X. Adjourn – 4pm

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 Balmer
Elyse Balmer, Member

DocuSigned by:
Jill K. Getty
Jill Getty, Member