

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, December 9, 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
Jeff Patnode
Jill Getty
Corey McNally

Staff:

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

Not Present:

Theresa Hinds, Hearing Investigator III
Vilayvanh Janis, Correctional Records Technician
Elyse Balmert, Board Member

I. Board and Staff Discussion

- Hearings Calendars through April 2025 were reviewed.
- Monthly Data Report

Oct-24

Nov-24

	Oct-24	Nov-24
RELEASE HEARINGS	32	43
RELEASABLE	18	*
NOT RELEASABLE	11	*
CONTINUED/RESCHEDULED	0	*
DECISION PENDING	3	*
VIOLATION HEARINGS IN CUSTODY:	18	16
VIOLATION HEARINGS OUT OF CUSTODY:	1	2

REVOKED:	10	7
REINSTATED:	5	10
CONTINUED ON ACTIVE STATUS:	0	0
PENDING:	4	1
CONTINUED/RESCHEDULED:	0	2
ARREST @ OOC HEARING	0	0
Sched New Hearing - New Info:	0	0
TOTAL HEARINGS	51	61
ADMINISTRATIVE REINSTATEMENTS:	4	4
LETTERS TO VICTIMS/SURVIVORS:	90	85
EMAILS TO VICTIMS/SURVIVORS:	21	13
MAIL RETURN:	18	20
SUMMARIES PROVIDED:	6	8
HEARINGS ATTENDED:	1	1
VICTIM SURVIVOR MEETINGS:	5	2
EXCLUSION ZONE CONDITION REQUESTS:	3	6
EXCLUSION ZONE RE-VERIFICATIONS:	0	1
REFRAIN FROM CONTACT REQUESTS:	3	3
ORPs APPROVED:	12	20
RELEASE FROM NON-BOARD CAUSE:	0	1
ORPs DENIED:	8	7
RELEASES CANCELLED/SUSPENDED:	0	0
ICOTS:	0	0
FINALS ISSUED:	0	0
STIPULATED AGREEMENTS:	38	23
BOARD WARNINGS FY23	6	7
CORRESPONDENCE - US MAIL	40	19
CORRESPONDENCE - E-MAIL	51	45

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

- Roundtable

II. Chair's Report

- Governor Ferguson has begun the process of appointing new staff. Tim Lang has been appointed as the new Secretary for the Department of Corrections. Mr. Lang is familiar with the work of the ISRB.

- Interviews for the Executive Director position will be conducted within the next couple of weeks.
- The Legislative Session will start January 13, 2025, and end April 27, 2025 as this is a long session year. It was noted that there are a few bills that may impact ISRB.
- The current double-fill positions within the ISRB are scheduled to end February 1, 2025.
- As a result of the meeting conducted with the staff from the Center for Effective Public Policy (CEPP), the ISRB will meet with Community Corrections Division on a quarterly basis to increase communication and collaboration. The first meeting is scheduled in January.
- Structured Decision-Making Framework (SDMF) Report – Research was completed on the SDMF work being done. The report shows that the SDMF is being used successfully. Ms. Rongen and Board Members will meet with the staff who developed the SDMF for a debrief.

III. Executive Director Report – None.

IV. Board Member Reports

- Ms. Getty presented on a webinar with other states conducted by the staff from CEPP. The main topic was conditions of supervision.

V. New Business

- Staff from SOTAP met with the ISRB staff to continue with our communication and collaboration between entities.
- J&S Project Update – The administrative staff are working on auditing the ISRB cases in OnBase to assure the J&Ss are in the Individual's folders and are filed with the correct code. They have processed approximately 410 cases out of the 3,000+ cases.
- Travel Condition Review – the condition noted that Individuals had 3 business days prior to scheduled travel into an Exclusion Zone. The condition was edited to 5 business days.

VI. Board Meeting Minutes

- Mr. Patnode moved to approve the November 2024 Board Meeting Minutes and Ms. Getty seconded the motion.

VII. RCW 9.95.422 Case Deliberations

- JOHNSON, Gregory 626233
- MORRIS, Anthony 854488

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.

X. Adjourn – 3pm

DocuSigned by:
Kecia Rongen
Kecia Rongen, Chair

Signed by:
Carey McNally
Carey McNally, Member

DocuSigned by:
Jeff Patnode
Jeff Patnode, Member

Not Present

Elyse Balmert, Member

DocuSigned by:
Jill K. Getty
Jill Getty, Member