

**INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES**

Monday, January 13, 2025

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

Guest:

Leah Landon, Thurston County Criminal Justice Regional Program Manager

I. Board and Staff Discussion

- Hearings Calendars were reviewed through May 2025.
- Monthly Data Report was reviewed.

	Nov-24	Dec-24
RELEASE HEARINGS	43	49
RELEASABLE	20	*
NOT RELEASABLE	19	*
CONTINUED/RESCHEDULED	3	*
DECISION PENDING	1	32
VIOLATION HEARINGS IN CUSTODY:	16	13
VIOLATION HEARINGS OUT OF CUSTODY:	2	1

REVOKED:	7	7
REINSTATED:	10	7
CONTINUED ON ACTIVE STATUS:	0	0
PENDING:	1	0
CONTINUED/RESCHEDULED:	2	0
ARREST @ OOC HEARING	0	0
Sched New Hearing - New Info:	0	0
TOTAL HEARINGS	61	63
ADMINISTRATIVE REINSTATEMENTS:	4	5
LETTERS TO VICTIMS/SURVIVORS:	85	92
EMAILS TO VICTIMS/SURVIVORS:	13	9
MAIL RETURN:	20	16
SUMMARIES PROVIDED:	8	10
HEARINGS ATTENDED:	1	4
VICTIM SURVIVOR MEETINGS:	2	2
EXCLUSION ZONE CONDITION REQUESTS:	6	4
EXCLUSION ZONE RE-VERIFICATIONS:	1	1
REFRAIN FROM CONTACT REQUESTS:	3	0
ORPs APPROVED:	20	28
RELEASE FROM NON-BOARD CAUSE:	1	1
ORPs DENIED:	7	4
RELEASES CANCELLED/SUSPENDED:	0	0
ICOTS:	0	0
FINALS ISSUED:	0	0
STIPULATED AGREEMENTS:	23	31
BOARD WARNINGS	7	5
CORRESPONDENCE - US MAIL	19	13
CORRESPONDENCE - E-MAIL	45	40

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

- Roundtable

II. Chair's Report

- Ms. Rongen gave a brief overview of the following bills:
 - House Bill 1111
 - House Bill 1131
 - House Bill 1147

- A request to DOC has been made to continue to fund our Correctional Records Technician (CRT) position.

III. Executive Director Report - None.

IV. Board Member Reports – None.

V. New Business

- J&S Project Update an additional 485 files have been updated.
- Staff Recognition – Alex Hernandez was recognized for his work as a temporary Correctional Records Technician at the ISRB.
- Verbiage of the Prosecuting Attorney and Court letters – The letters that are attached to file material when sending to the Prosecuting Attorney’s office and the Court for cases that fall under RCW 9.95.422 has been updated to inform them the victim or survivor of a crime has been contacted by the Victim Liaison.
- Condition regarding individuals leaving the state of Washington was updated to be clearer about the expectation when permission has been granted.

VI. Board Meeting Minutes – December 2024 Board Meeting minutes were reviewed. Board Member Corey McNally motioned the approval of the minutes and Board Member Jeff Patnode seconded the motion. No opposition of the minutes.

VII. RCW 9.95.422 Case Deliberations

- None.

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 – Noon

DocuSigned by:
Kecia Rongen
Kecia Rongen, Chair

Signed by:
Corey McNally
Corey McNally, Member

DocuSigned by:
Jeff Patnode
Jeff Patnode, Member

DocuSigned by:
Jill K. Getty
Jill Getty, Member