

INDETERMINATE SENTENCE REVIEW BOARD  
BOARD MEETING  
SUMMARY MINUTES

Monday, July 14, 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  
Meghan Kelly-Stallings

**Staff:**

Leah Landon, Executive Director	Rebecca Torrence, Executive Assistant
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
Heather Vicha, Office Assistant III	

**Not Present:**

Ji Soo Shin, Admin. Assistant I

**I. Board and Staff Discussion**

- Hearings Calendars were reviewed through November 2025
- Monthly Data Report:

May-25

Jun-25

<b>RELEASE HEARINGS</b>	<b>49</b>	<b>53</b>
<b>RELEASABLE</b>	23	22
<b>NOT RELEASABLE</b>	18	21
<b>CONTINUED/RESCHEDULED</b>	8	8
<b>DECISION PENDING</b>	0	2
<b>VIOLATION HEARINGS IN CUSTODY:</b>	<b>15</b>	<b>15</b>
<b>VIOLATION HEARINGS OUT OF CUSTODY:</b>	<b>3</b>	<b>2</b>

<b>REVOKED:</b>	2	7
<b>REINSTATED:</b>	10	7
<b>CONTINUED ON ACTIVE STATUS:</b>	0	0
<b>PENDING:</b>	6	1
<b>CONTINUED/RESCHEDULED:</b>	0	0
<b>ARREST @ OOC HEARING</b>	0	2
<b>Sched New Hearing - New Info:</b>	0	0
<b>TOTAL HEARINGS</b>	<b>67</b>	<b>70</b>
<b>ADMINISTRATIVE REINSTATEMENTS:</b>	6	5
<b>LETTERS TO VICTIMS/SURVIVORS:</b>	135	110
<b>EMAILS TO VICTIMS/SURVIVORS:</b>	27	20
<b>MAIL RETURN:</b>	22	23
<b>SUMMARIES PROVIDED:</b>	8	5
<b>HEARINGS ATTENDED:</b>	1	1
<b>VICTIM SURVIVOR MEETINGS:</b>	0	4
<b>EXCLUSION ZONE CONDITION REQUESTS:</b>	2	6
<b>EXCLUSION ZONE RE-VERIFICATIONS:</b>	0	1
<b>REFRAIN FROM CONTACT REQUESTS:</b>	0	1
<b>ORPs APPROVED:</b>	16	24
<b>RELEASE FROM NON-BOARD CAUSE:</b>	1	0
<b>ORPs DENIED:</b>	6	6
<b>RELEASES CANCELLED/SUSPENDED:</b>	1	0
<b>ICOTS:</b>	2	2
<b>FINALS ISSUED:</b>	0	0
<b>STIPULATED AGREEMENTS:</b>	35	17
<b>BOARD WARNINGS</b>	5	6
<b>CORRESPONDENCE - US MAIL</b>	32	31
<b>CORRESPONDENCE - E-MAIL</b>	38	113

- Roundtable

## II. Chair's Report

- The decision was made to change the name of the Community Concerns Meetings to Victim/Survivor Impact Meetings.
- Ms. Rongen and Mrs. Landon are working with the Sentencing Guidelines Commission (SGC) to provide them data as they are working on a project for Sentencing Alternatives.

**III. Executive Director Report**

- At the beginning of June, Mrs. Landon along with Mac Pevey from the Department of Corrections' (DOC) Community Custody Division (CCD) attended a session for the Law and Justice Committee at the SGC meeting.
- Mrs. Landon is finalizing the last form in the standardization process.
- The process of standardization of the manuals has been started and the first manual is complete.
- The update to the ISRB's strategic plan at the beginning stages.
- The ISRB's Bi-Annual Report will be completed by the end of the year.
- A new Board Member Handbook will be established for new Board Members.

**IV. Board Member Reports – None.**

**V. New Business**

- J&S Project Update – Ms. Vicha announced that the project is complete.
- Communication Presentation by the Department's Staff Phycologist.

**VI. Board Meeting Minutes – June 2025**

- Mrs. Getty motioned to approve the minutes. Mr. Patnode seconded the motion and the minutes were approved.

**VII. RCW 9.95.422 Case Deliberations**

- POWERS, Albert 286714
- D'AMATO, Anthony 266961
- REED, Kenneth 257825

Separate minutes will be posted to the website.

**VIII. Victim/Survivor Impact 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.
- Administrative staff have added a tagline to the bottom of their email informing recipients of the RCW that informs them of the Public Disclosure standards.
- The Hearing Waiver will be updated to clarify the process.
- A discussion regarding adding a standard condition for CBT programming in the community. Mrs. Landon will inform CCD to send an email to the ISRB mailbox and the request will be assigned to a Hearing Investigator for review.

X.      Adjourn – 2pm

DocuSigned by:  
*Kecia Rongen*  
Kecia Rongen, Chair

DocuSigned by:  
*Corey McNally*  
Corey McNally, Member

DocuSigned by:  
*Jeff Patnode*  
Jeff Patnode, Member

DocuSigned by:  
*Megan Kelly Stallings*  
Megan Kelly Stallings, Member

DocuSigned by:  
*Jill K. Getty*  
Jill Getty, Member