

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, August 11, 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
Heather Vicha, Office Assistant III	Heather Duell, Correctional Records Technician

Not Present:

Ji Soo Shin, Admin. Assistant I
Sarah Lykes, Administrative Assistant III

I. Board and Staff Discussion

- Hearings Calendars reviewed through December 2025
- Monthly Data Report

Jun-25

Jul-25

RELEASE HEARINGS	53	49
RELEASABLE	22	1
NOT RELEASABLE	23	1
CONTINUED/RESCHEDULED	8	5
DECISION PENDING	0	42
VIOLATION HEARINGS IN CUSTODY:	15	22
VIOLATION HEARINGS OUT OF CUSTODY:	2	2

REVOKED:	7	2
REINSTATED:	7	12
CONTINUED ON ACTIVE STATUS:	0	0
PENDING:	1	9
CONTINUED/RESCHEDULED:	0	0
ARREST AT OR BEFORE AN OOC HEARING	2	*1
Sched New Hearing - New Info:	0	0
TOTAL HEARINGS	70	73
ADMINISTRATIVE REINSTATEMENTS:	5	5
LETTERS TO VICTIMS/SURVIVORS:	110	94
EMAILS TO VICTIMS/SURVIVORS:	20	17
MAIL RETURN:	23	23
SUMMARIES PROVIDED:	5	4
HEARINGS ATTENDED:	1	1
VICTIM SURVIVOR MEETINGS:	4	3
EXCLUSION ZONE CONDITION REQUESTS:	6	1
EXCLUSION ZONE RE-VERIFICATIONS:	1	0
REFRAIN FROM CONTACT REQUESTS:	1	0
ORPs APPROVED:	24	18
RELEASE FROM NON-BOARD CAUSE:	0	0
ORPs DENIED:	6	3
RELEASES CANCELLED/SUSPENDED:	0	0
ICOTS:	2	0
FINALS ISSUED:	0	0
STIPULATED AGREEMENTS:	17	40
BOARD WARNINGS	6	8
CORRESPONDENCE - US MAIL	31	41
CORRESPONDENCE - E-MAIL	113	60

***PLACED ON ABSCOND STATUS PRIOR TO HRG.**

- Roundtable

II. Chair's Report – Ms. Rongen attended several Seattle Clemency Project workshops.

III. Executive Director Report

- Ms. Landon is working on the ISRB Strategic Planning Kick Off for January 2026 through December 2027.
- All forms have been updated.
- Ms. Landon is working on the Bi-Annual Report.
- Board Member manual is being worked on to assist future Board Members.
- Ms. Landon has updated the ISRB Organizational Chart.

IV. Board Member Reports – None.

V. New Business

- Hearing Invites
- Ms. Torrence is working on an updated acronyms list and asked staff to send any acronyms list they have.
- Equity, Diversity, Inclusion and Respect (EDIR) Presentation

VI. Board Meeting Minutes – July 2025 minutes were reviewed. Mrs. Kelly-Stallings motioned to approve the minutes and Mr. Patnode seconded the motion.

VII. RCW 9.95.422 Case Deliberations

- NICHOLSON, Robert 126645

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.
- ROI's for SUDs – The issue that was brought forward by a Hearing Investigator is an issue that needs to be addressed by DOC, not the ISRB.
- Electronic Device Safety Plan and Agreement Template has been finalized.
- ESRC/LEN Packets in OnBase – Currently the code used in OnBase for these packets is PB50. New OnBase codes will be created for those packets.
- Statewide Duty Roster – This agenda item will be discussed at the September 8, 2025 Board Meeting.
- DOC and ISRB Geographical Restrictions – The DOC and the ISRB address Geographical Restrictions differently. Violations brought forward by DOC regarding Geographical Restrictions will be handled on a case-by-case basis. This topic will be discussed at the ISRB/DOC meeting scheduled for later this month.

- Ms. Rongen and Mr. Patnode will be meeting with AAG staff to discuss the FPE referral process.

X. Adjourn – 4pm

DocuSigned by:
Kecia Rongen
Kecia Rongen, Chair

DocuSigned by:
Cory McNally
Cory McNally, Member

DocuSigned by:
Jeff Patnode
Jeff Patnode, Member

DocuSigned by:
Meghan Kelly-Stallings
Meghan Kelly-Stallings, Member

DocuSigned by:
Jill K. Getty
Jill Getty, Member