

INDETERMINATE SENTENCE REVIEW BOARD  
BOARD MEETING  
SUMMARY MINUTES

Monday, March 12, 2018

A regular meeting of the Indeterminate Sentence Review Board was held in the ISRB Office Building located at 4317 Sixth Avenue SE, Lacey, commencing at 9:00 a.m.

Present were:

Board Members:

Staff:

Kecia Rongen  
Lori Ramsdell-Gilkey – Telephone  
Jeff Patnode  
Elyse Balmert

Robin Riley, Executive Assistant  
Sheila Lewallen, Victim Liaison  
Monika Fields, Hearing Investigator III - Absent  
Kristi Busch, Hearing Investigator III  
Matt Frank, Hearing Investigator III - Absent  
Ron Frederick, Hearing Investigator III  
Irene Seifert, Correctional Records Supervisor  
Jody Swails, Correctional Records Technician  
Christine Hunter, Correctional Records Technician  
Teresa Schmidt, Correctional Records Technician  
Fawneil Opp, Correctional Records Technician  
Nakia Titus, Administrative Assistant 1

**A. Closed Session**

- Cases
- Calendar

**B. Board Meeting Minutes** – Ms. Rongen asked the Board Members if there were any additional corrections or amendments to the minutes. The Board Meeting minutes from the February 12, 2018 and February 26, 2018 meeting are approved.

**C. Hearing Calendar** – Board Members reviewed the Hearing Calendar from March 2018 through June 2018. Amendments were made to the calendar.

**D. Board & Staff Discussion**

- **Hearing Calendar** – Ms. Rongen notified staff of updates which Ms. Riley will make to the Hearing Calendar.
- **JUVBRD Out of State Requests** – Ms. Rongen reported that at this time the Board does not support a direct release of Juvenile Board offenders out-of-state. The

Board would like the offender to complete one year of in-state supervision prior to a potential transfer out-of-state.

- **Detainers upon release**
  - The current process for releasing to detainers is as follows:
    - Release to in-state felony detainer first
    - Release to out-of-state felony detainer second
    - Release to ICE detainer third
    - Release to Misdemeanor detainer last
  - DOC is checking with the AG's office to determine if this process is still correct.
- **Diversity/Wellness** – Irene Seifert made a presentation on the history of St. Patrick's Day.

#### **E. Chair's Report**

- **Budget** – This year's legislative session is over. The passed budget includes permanent funding for a fourth Hearing Investigator. Ms. Rongen will be meeting with the ISRB's Budget Manager to create FY 2019 through FY 2021 supplemental budget requests.
- **Vacancies** - The Program Assistant position will open this week.
- **DOC Academy** – Ms. Rongen and Ms. Fields have been working to update the curriculum for the Board's piece of academy. However, Ms. Rongen was informed that the ISRB, ICOTS, and Victim Services will no longer be presenting at academy. The instructors will present a small version of each subject. Ms. Rongen has provided feedback on what will be used for ISRB training as well as victim services.
- **Hearing Investigators Providing Training** - The training the Hearing Investigators conduct in field offices is DOC staff that carry ISRB caseloads.
- **New Children, Family and Youth Services Agency** - Jody Becker has left the Department of Corrections and is the newly appointed Deputy Secretary at the WA State Department of Children, Youth and Families. Julie Martin will be the acting Deputy Secretary at the Department of Corrections.
- **Policies** Three policies are ready to go forward that affect the ISRB and Ms. Rongen will send those policies to Hearing Investigators, Board Members, and Ms. Lewallen and Ms. Seifert for one final look. Those policies include 320.100; 320.110; and 320.125.

F. **Old Business** - None

G. **New Business**

Wellness – Mr. Frederick will be going to the state wide wellness meeting on March 20. We are attached to Community Corrections Division 3 for Wellness. Mr. Frederick will be our wellness coordinator. Wellness includes physical, mental and financial well-being. He will provide feedback after the meeting.

H. **Board Member Reports** –

**Mr. Patnode** attend the Sentencing Guidelines Commission (SGC) Meeting on in Ms. Rongen’s stead on March 9, 2018.

The Legislature had introduced a bill that included a Community Review Board and a study of the Sentencing Reform act (SRA). That bill died and they took the study portion of the bill and made it part of the budget. The SGC will be conducting this study and making recommendations to the legislature which are due in May of 2019. The study came with money and staff to help process some of the data. The study will include giving the Judges more discretion at sentencing. The study will also include reviewing enhancements and simplifying that process

Mr. Patnode will be working on a data sheet for CCB offenders under the Board’s jurisdiction which will include recidivism rates for our sexual offenders linked to risk level. He will share that information when it is complete.

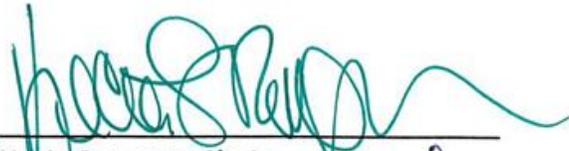
**Ms. Balmert** – The Board overview brochure is close to completion. She and Ms. Rongen are still working with the Department of Corrections Communications Office to complete this task. This will be handed out at presentations that the Board Members and staff do in order to increase awareness of the Board.

I. **Staff Reports**

- Staff Updates were made.
- Teresa and Fawn will be talking with TRU Records regarding the ISRB on 3-27-2018.

J. **Community Concerns** – **Community Concerns Meeting** – Victim/Survivor met via telephone with the Board Members to provide a statement on how the crime has affected their life and to voice any concerns regarding the offender’s release.

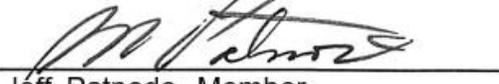
K. **Adjourn** – 1:45 p.m.



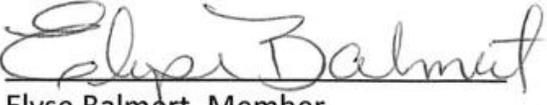
Kecia Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member