

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, December 10, 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
Jeff Patnode
Elyse Balmert

Robin Riley, Executive Assistant
Sheila Lewallen, Victim Liaison
Monika Fields, Hearing Investigator III
Kristi Busch, Hearing Investigator III
Matt Frank, Hearing Investigator III
Jill Getty, 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
Babette June, Program Assistant

Guests:

Tiffany DeMark, Acting Program Administrator, Offender Re-Entry/Community Safety (ORCS)
Kari Bell, Administrative Assistant

A. RCW 9.95.422 Deliberation

- 626184 AGTUCA, Kenneth
- 625191 BLANCHARD, Robert

Separate deliberation minutes will be posted to the ISRB portion of the website.

B. ORCS OVERVIEW – Tiffany DeMark, Acting Program Administrator for ORCS and Administrative Assistant Kari Bell talked with the Board and Hearing Investigators regarding an overview of the ORCS Program.

Ms. Demark outlined the initial mental health criteria required for review by the ORCS Program which is located on Department of Corrections (DOC) Form 14-196

- Ideally, incarcerated individuals are screened one year to eight months prior to their earned release date (ERD), so the team has time to work with them prior to release.

- Normally, an individual must be found releasable or parolable prior to ORCS getting involved. However, Ms. Demark said she can do a pre-screen before a releasable decision if requested by Ms. Rongen.
- The committee meets the first three Tuesdays of the month in different parts of the state to vote on approximately 20 cases per month.
- Resources include 60 months of services which include follow through with mental health provider, housing, schooling, vocational programs, food and clothing. ORCS will fund chemical dependency treatment or sex offender treatment.
- ORCs staff are in sections spread out across the state, and they working title is Transitional Community Mental Health Counselor.

Ms. Getty suggested the Board include in their decision if they want to be notified if an ORCS eligible individual refuses the support of the program or is decompensating.

Ms. Riley will send out the ORCS Program Committee Decision Form 14-196 to Board Members and Hearing Investigators.

C. Board & Staff Discussion

- **Hearing Calendar** – The Board and staff reviewed the Hearing Calendars from December 2018 through March 2019 and amendments were made.
- **Diversity** – Mrs. Ramsdell-Gilkey presented on the meaning of diversity.

D. Chair's Report -

Ms. Rongen provided information to staff regarding a news article about an appeals court decision for an individual under the jurisdiction of the ISRB.

Sentencing Guidelines Commission (SGC) – The SGC continues to have conversations about post- conviction review. Disability Rights Washington is interested in a post-conviction review. A memo was received by the SGC from Maia McCoy, Victim Advocate in King County with concerns from the victim community. The SGC will discuss Friday whether to move forward with post-conviction review legislation.

Psychological Evaluations – The DOC is down a psychologist, but they are working on completing the evaluations that are due. Ms. Rongen asked staff to let her know if an evaluation was not received.

Structured Decision Making – The Board has asked Mark Kucza, Senior Administrator for the Re-Entry Division to come talk to the Board about Washington One, so they can incorporate it into their decision making.

Governor's Budget – The Governor's Budget will come out Wednesday.

Victim Liaison Position – Ms. Lewallen has accepted a position as the Program Manager of Victim/Witness at the DOC. Ms. Rongen is working with Human Resources to post the position of ISRB Victim Liaison as soon as possible.

E. **Old Business** - None

F. **New Business** - None

G. **Board Member Reports** - None

H. **Staff Reports** –

- Ms. Seifert reported we will have a wrapping party during lunch on Friday, December 14, 2018 for the Salvation Army gifts.

I. **Closed Session**

- Cases

J. **Case Review Sheet**

- New Format – Mrs. Ramsdell-Gilkey proposed a new Case Review Sheet which incorporates the Structured Decision Making Training provided by the National Institute of Corrections.

ACTION – 10-2018

Ms. Balmert moved to approve the new format of the Case Review Sheet. 2nd – Mr. Patnode.

APPROVED 4-0

K. **Findings and Conclusions**

- Mrs. Ramsdell-Gilkey presented the new Findings and Conclusions with suggested updates from Mr. Patnode. Discussion ensued.

ACTION – 11-2018

Ms. Balmert moved to approve the new format for the Findings and Conclusions as amended. 2nd Mr. Patnode.

APPROVED – 4-0

L. **Board Meeting Minutes** – Ms. Rongen asked the Board Members if there were any corrections or amendments to the minutes. Amendments were made. The Board Meeting minutes from November 5, 2018 and November 19, 2018 were approved

M. **Closed Session**

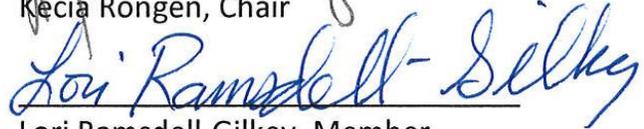
- Structured Decision Making
- Training Plan for Board Members & Staff

N. **Community Concerns – Community Concerns Meeting** – Victim/Survivor met in person 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.

O. **Adjourn** – 2:30 p.m.



Kecia Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member