

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, July 8, 2019

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 - Absent
Elyse Balmert

Robin Riley, Executive Assistant
Kerri McNeil, 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 - Absent
Christine Hunter, Correctional Records Technician - Absent
Teresa Schmidt, Correctional Records Technician
Fawneil Opp, Correctional Records Technician - Absent
Nakia Titus, Administrative Assistant 1 - Absent
Linda Vaillant, Program Assistant

A. RCW 9.95.422 Deliberations

- **802550 FLORES**
- **795528 GARCIA**

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

B. Closed Session

- **Cases**
- **Hearing Calendar** – The hearing calendar from July through October 2019 was reviewed and changes were made.
- **Board Meeting Minutes** – Ms. Rongen asked if there were any changes to the Board Meeting Minutes dated June 10, 2019. No changes were requested and the minutes were adopted as presented.

C. Board and Staff Discussion

- **Hearing Calendar Re-cap** – Ms. Rongen reported changes to the hearing calendar to staff.

- **What to do if an Appendix is not signed** – Mrs. Ramsdell-Gilkey recently conducted a violation hearing where the Appendix A from the Pre-sentence investigation was not signed or referenced in the Judgement and Sentence. The CCO believed the appendix was valid. The Hearing Investigator found no probable cause on violations of the conditions listed in that Appendix. After discussion, the following was decided by the Board Members:
 - The conditions will be considered valid even when the appendix is not signed only if the appendix is referenced in the Judgement and Sentence.
 - The conditions will not be considered valid if the appendix is not signed, nor is it referenced in the Judgement and Sentence. In this case the Hearing Investigators will find no probable cause for any violations relating to the conditions listed on the appendix and advise the supervising CCO of the reason. If the CCO can provide a signed copy of the appendix it can be entered into OnBase.
 - During the Offender Release Plan (ORP) Process, Hearing Investigators will need to review any unsigned appendix to make sure it is referenced in the Judgement and Sentence (J & S). If it is not then they will need to make sure to recommend additional conditions for the Order of Release as appropriate. In this particular case it would appear the appendix was assumed to be valid because none of the regular special conditions we would normally impose were added to the Order of Release. No polygraph, no UA's etc.

Ms. Seifert has contacted the Department of Corrections (DOC) Headquarters Records to determine when records looks at this appendix at intake, during the ORP Process or during the DOC violation process.

Mrs. Ramsdell-Gilkey subsequently checked OMNI to see what conditions of the J&S had been entered. It appears that only the conditions contained within the J&S itself (page 7) were entered. None from the unsigned appendix were entered.

- **ISRB Monthly Data Report – June 2019**

ISRB DATA REPORT				
		APRIL 2019	MAY 2019	JUNE2019
Release Hearings		37	45	29
Violation Hearings (In Custody)		16	18	16

Violation Hearings (Out-of-Custody)		1	4	1
	TOTAL:	17	22	17
	REVOKED	10	9	8
	REINSTATED	5	10	3
	CONT ACTIVE STATUS	1	1	0
	PENDING	0	2	6
	Sched New Hearing – New Info	1		0
Administrative Reinstatements		3	6	6
Victim/Survivor Meetings:		5	4	5
Letters to Victims/Survivors:				
ORP’s Approved		19	21	10
ORP’s Denied		5	6	7
Finals Issued		1	1	0

- **Diversity/Wellness** – Ms. Riley presented information on National Minority Mental Health Awareness Month.

D. Chair’s Report

- **Geographic Boundaries** – A Court of Appeals Decision was received for one of our cases which orders the geographic boundaries to be tightened and not so broad. The Court referenced the State v. Schimelpfenig which suggests that a more narrowly-tailored restriction would satisfactorily protect the victims and their families.
- **Juvenile Board Transition** – Due to the Pugh Decision, the Board is no longer able to transition a Juvenile Board case to lower levels of custody once they are found releasable. Ms. Rongen is going to be working with DOC and the Attorney General’s Office on request legislation that would allow for transition.

Ms. Rongen met with Mr. Herzog, Assistant Secretary for Prisons and Mr. Campbell, Administrator – Classification and Case Management about our juvenile population. Discussion surrounded the Washington State Penitentiary (WSP) Camp and also WSP

– Medium Security. Both facilities could provide transition and programs for juvenile cases that have not been found releasable by the Board. Mr. Campbell will meet with the Board on July 22, 2019 to discuss this issue further.

- **Performance Measures** – Ms. Rongen met with Ms. Twilla, Enterprise Results Manager regarding performance measures and the strategic plan. The eventual goal is to create a Fundamental May for the ISRB and determine our performance measures.

E. **Old Business**

F. **New Business**

G. **Board Member Reports**

H. **Staff Reports**

- I. **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.

- 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** –



Kecia Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balnert, Member