

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, March 9, 2020

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:

Kecia Rongen
Lori Ramsdell-Gilkey
Jeff Patnode
Elyse Balmert - Absent

Staff:

Robin Riley, Executive Assistant
Heather Duell, Administrative Assistant 1
Kerri McNeil, Victim Liaison
Ashley Cattell, Program Assistant
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 - Absent
Fawneil Opp, Correctional Records Technician - Absent

A. Board and Staff Discussion – 9:00 a.m. to 11:00 a.m.

- **Check in** – Ms. Rongen asked how people feeling about COVID-19 and what is happening in our state. The ISRB will proceed as normal until we hear differently.
- **Team Building Activity** – Ms. Rongen facilitated a team activity and the Mission/Vision Statement was re-visited.
- **Reflections and Goals:** Ms. Rongen asked each team to reflect on their accomplishments for the past year and to focus on goals for the coming year. The Records Unit reported their reflections for the last year:
 - Irene Seifert, Supervisor is proud of the Records Unit.
 - Since September they have been a “man down”.
 - Records staff have stepped up to cover the workload as best they could while covering their own workload.
 - Everything comes with a silver lining. Covering other workloads gives everyone an opportunity to see what can be done better or more efficiently, and changes have been made to help with that.
 - Records staff is thankful to have been approved for overtime so they could manage the new admissions which had to be put on the back burner.

- Records staff is also thankful for getting the approval for a “back fill” Correctional Records Technician (CRT) which will help with workload of the temporarily vacant CRT position and to help prepare for an upcoming retirement.

At the April 13, 2020 Board Meeting the Records Unit will report on goals for the coming year; and the Hearing Officers; Victim Liaison Unit and Administrative Unit will report on past reflections and goals for the coming year.

- **Hearing Calendar** – The Hearing Calendar from March 2020 through June 2020 was reviewed and amended.
- **Data Report**
 - **ISRB Monthly Data Report – February 2020 –**

ISRB DATA REPORT									
		Jul 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020
Release Hearings		47	40	47	35	48	42	40	41
Violation Hearings (In Custody)		17	16	8	17	10	8	11	13
Violation Hearings (Out-of-Custody)		5	0	3	3	0	2	3	1
	TOTAL:	22	16	12	20	10	10	14	14
	REVOKED	8	8	3	11	6	6	4	3
	REINSTATED	14	8	9	9	4	2	8	7
	CONT ACTIVE STATUS	0	0	0	0	0	1	1	0
	PENDING	0	0	0	0	0	1	1	4
	Sched New Hearing – New Info	0	0	0	0	0	0	0	0
Administrative Reinstatements		5	9	5	6	1	7	6	7
Victim/Survivor Meetings:		2	3	1	3		3	4	5

Emails to Victims/Survivors							31	36	48
Letters to Victims/Survivors:							160	201	152
Summaries Provided							9	9	6
Prison Visits							0	0	0
ORP's Approved		17	27	15 (2 ICOTS)	20	17	19 (1 ICOTS)	26	23
ORP's Denied		12	5	6	6	7	6	10	11
Finals Issued		1	1	1	0	0	0	0	
Admin Actions									3

- **Contact Standards** – DOC Policy 380.200 indicates the Community Corrections Supervisor is responsible for contact standards for Community Custody Board (CCB) cases. Clarification is needed on the level being used for supervision and contact standards. Ms. Rongen will contact Ms. Dell-Witten regarding this issue.
- **Diversity– Jeff Patnode** – Mr. Patnode provided a Prevention and Treatment hand out regarding COVID-19.

B. Chairs Report

- The Legislative Session is supposed to end March 12, 2020
 - **Bills that are still live and related to DOC:**
 - **SB 6638 – Providing re-entry services** – Allows the Health Care Authority (HCA) to restore suspended Medicaid benefits up to 90 days before a person’s release from incarceration or civil commitment to facilitate reentry and recovery services sooner as well as renaming ORCs.
 - **SB 6642** – Increasing the availability of certified sex offender treatment providers and creating an advisory board for certified sex offender treatment providers.
 - **HB 2393** – Earning credit for complying with community custody conditions to include 10 days per month. This is not available for cases under the jurisdiction of the ISRB or Interstate Compact Cases.
 - **HB 2394** – Community Custody – Unless the court expressly orders community custody terms to run consecutively, they will run concurrently.
 - **HB 2417** - Concerning individuals serving community custody terms. Provides more flexibility for low level violations to be non-confinement sanctions or not more than three days in custody.

C. Board Member Reports

- Jeff Patnode – Developed standard reasons related to different case types to lend to more consistent reasons for why we are or why we are not releasing people.

D. Old Business

- **None**

E. New Business

- **Team Building** – Ms. Rongen suggested a team building potluck that coincides with Cinco de Mayo. Unfortunately, not everyone is in the office that day, so the potluck will be May the 4th be with you – featuring Mexican food.
- The Board and staff wished Ms. McNeil a happy early birthday.
- Public Records Report – Ms. Rongen reported the ISRB completed 304 hours of public disclosure requests last year.

F. Closed Session

- Participating in the Hearing Process – Kerri McNeil

G. RCW 9.95.422 Deliberations

- 718231 Faletogo, Aries
- 627740 Robinson, Patrick
- 796814 Larry, Clinton

Separate deliberation minutes will be posted to the website.

H. Closed Session

- Standard Decisions and Reasons
- Cases

I. Community Concerns Meeting – Closed to the Public – 12:30 p.m. – Telephonic
Victim/Survivors 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.

J. Community Concerns Meeting – Closed to the Public – 1:00 p.m. – In-person
Victim/Survivors 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.

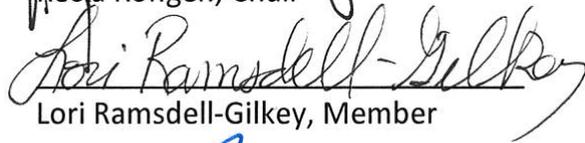
K. Community Concerns Meeting – Closed to the Public – 2:00 p.m. – Telephonic
Victim/Survivors met via telephone with the Board Members to provide a statement on how the crime has affected their life and to voice any concerns regarding the offender's release.

L. Community Concerns Meeting – Closed to the Public – 3:00 p.m. – In-person
Victim/Survivors 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.

M. Adjourn – 3:50 p.m.



Keca Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member