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 10:00 a.m.

Board Meeting conducted via Microsoft Teams

Board Members:
Kecia Rongen
Lori Ramsdell-Gilkey
Jeff Patnode
Elyse Balmert
TaTeasha Davis

Staff:
Robin Riley, Executive Assistant
Kerri McNeil, Victim Liaison
Monika Fields, Hearing Investigator III
Kristi Busch, Hearing Investigator III
Jill Getty, Hearing Investigator III
Matt Frank Hearing Investigator III
Heather Duell, Administrative Assistant III
Kathleen Trombley, Program Assistant
Irene Seifert, Records Supervisor
Christine Hunter, Correctional Records Technician
Teresa Schmidt, Correctional Records Technician
Fawneil Opp, Correctional Records Technician
Nadine Tucker, Correctional Records Technician
Andrew McDonald, Administrative Assistant I

A. Board and Staff Discussion – 10:00 a.m.

- **Hearing Calendar** – The Hearing Calendar from June 2021 through September 2021 was reviewed.

- **Data Report**
  - **ISRB Monthly Data Report – April 2021** – Ms. Riley provided the monthly data for May 2021
### ISRB MONTHLY DATA REPORT

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<tr>
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<th>Jan-21</th>
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- **Appeal of Board Imposed Marijuana Condition – ISRB Process Decision**
  
  Mrs. Ramsdell-Gilkey talked about the process for appeal of Board Imposed Marijuana Condition. The current and updated process was reviewed, and all appeals should go through the Board. DOH Form 623-123 must be included with the appeal and signed by the authorized prescriber. Further discussion will continue
with Board Members on how the authorized person should be verified and updated process before dissemination.

• **Review of Values for ISRB Mission/Vision**
The Board and staff will re-visit the Mission/Vision Statement at the July Board Meeting during Board and Staff Discussion.
  o Who do we want to be as a team and how do we portray that to the stakeholders? Does our current statement reflect who we are?
  o Look at incorporating diversity and inclusion further in our values.

• **Department Chief of Staff of Administrative Operations** will be Julie Martin and Sean Murphy will be Deputy Secretary.

• **The Move**
  o Ms. Riley provided an update on the move which will take place on June 14, 2021.
  o Ms. Seifert provided an update on the purge of paper files and update of face and action sheets

B. **Chair’s Report**
  • Ms. Rongen asked Ms. Martin regarding the Department’s plan on getting back to the office. Inquired to Julie Martin re DOC’s plan on getting back to the office. If the state of Washington is at a 70% vaccination rate by June 30, discussion will start regarding reopening. There will be more information coming regarding this issue. Board and staff should plan on coming together for the July 12 for Board Meeting with will be held in the Training Room where we will be able to spread out. The requirement for coming in once a week might begin after the July 12 meeting.

  • Flex Spending will open in June for changes.

C. **Board Members Reports**
  Mr. Patnode reported on work with the Sex offender Policy Board (SOPB).

D. **Old Business - None**

E. **New Business**
  Mr. Patnode is working with Ms. Hunter to see if the Board can start doing in-person violation hearings at the Nisqually jail. There is hope that will start on July 1, 2021.

F. **Board Meeting Minutes – May 2021** – The Board approved the minutes for May 10, 2021 and May 24, 2021 as presented.
G. Community Concerns Meetings (Closed to the Public) - Victims/Survivors met via Microsoft Teams 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.

H. RCW 9.95.422 Deliberations
   • Thomas, Gregory 743752

   Separate Deliberation Minutes will be posted to the website.

I. Closed Session
   • Cases

J. Adjourn – 4:00 p.m.

Kecia Rongen, Chair
Lori Ramsdell-Gilkey, Member
Jeff Patnode, Member
Elyse Bamert, Member
Teasha Davis, Member