

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, June 7, 2021

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

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						
		Jan-21	Feb-21	Mar-21	Apr-21	May-21
RELEASE HEARINGS		39	51	40	45	42
VIOLATION HEARINGS IN-PERSON:		14	14	14	21	10
VIOLATION HEARINGS OUT OF CUSTODY:		5	1	2	1	1
	TOTAL	19	15	16	22	11
	REVOKED:	8	6	8	14	6
	REINSTATED:	10	8	5	7	4
	CONTINUED ON ACTIVE STATUS:	1	0	0	0	0
	PENDING:	0	1	3	1	1
	OPENED AND CONTINUED:	0	0	0	0	0
	Sched New Hearing - New Info:	0	0	0	0	0
ADMINISTRATIVE REINSTATEMENTS:		3	4	7	2	5
VICTIM SURVIVOR MEETINGS:		6	4	5	5	2
EMAILS TO VICTIMS/SURVIVORS:		24	25	18	7	5
LETTERS TO VICTIMS/SURVIVORS:		177	159	83	99	45
Mail Return:		40	37	27	32	13
SUMMARIES PROVIDED		5	8	7	13	3
PRISON VISITS		0	0	0	0	0
ORP' APPROVED:		15	16	32	20	12
ORPs DENIED		7	7	8	4	6
ICOTS		0	0	3	1	0
FINALS ISSUED:		0	0	0	0	0
STIPULATED AGREEMENTS:		27	23	40	23	24

- 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.

- 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?
- 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**

- Ms. Riley provided an update on the move which will take place on June 14, 2021.
- 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.

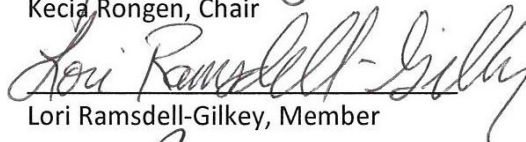
I. Closed Session

- Cases

J. Adjourn – 4:00 p.m.



Kecia Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member



TaTeasha Davis, Member