

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, October 10, 2022

A regular meeting of the Indeterminate Sentence Review Board (ISRB) was held whose office is located at 637 Woodland Square Loop SE, Lacey, WA 98504. The meeting started at 9:00 a.m.

Board Members:

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

Staff:

Jill Getty, Executive Director
Kerri McNeil, Victim Liaison
Monika Fields, Hearing Investigator III
Kristi Busch, Hearing Investigator III
Ron Frederick, Hearing Investigator III
Matt Frank Hearing Investigator III
Heather Duell, Admin Assistant III
Kathleen Trombley, Program Assistant

Robin Riley, Executive Assistant
Ronda DeBower, Records Supervisor
Christine Hunter, Correctional Records Technician
Teresa Schmidt, Correctional Records Technician

Nadine Tucker, Correctional Records Technician
Sachika Hiraide, Administrative Assistant I
Theresa Hinds, Hearing Investigator III
Vilyayvanh Janis, Correctional Records Technician.

Visitor: Rebecca Torrence

A. Board and Staff Discussion

- **Introductions** - Ms. Rongen reported this was Vilyayvanh Janis' first Board Meeting and had everyone introduce themselves. There will be a Potluck at the next all day Board Meeting on November 14, 2022. Everyone will bring their favorite dish.
- **Hearing Calendar** - The Hearing Calendar for October 2022 through January 2022 was reviewed and amended.

- **Monthly Data Report**

ISRB MONTHLY DATA REPORT

	Jul-22	22-Aug	Sep-22
RELEASE HEARINGS	56	30	44
VIOLATION HEARINGS IN-PERSON:	11	13	15
VIOLATION HEARINGS OUT OF CUSTODY:	7	1	3

	TOTAL	18	14	18
	REVOKED:	5	11	11
	REINSTATED:	11	3	5
	CONTINUED ON ACTIVE STATUS:	2	0	2
	PENDING:	0	0	0
	CONTINUED:	0	0	0
	SUSPENDED @ HEARING	0	0	0
	Sched New Hearing - New Info:	0	0	0
ADMINISTRATIVE REINSTATEMENTS:		2	4	8
LETTERS TO VICTIMS/SURVIVORS:		95	158	116
EMAILS TO VICTIMS/SURVIVORS:		16	29	12
MAIL RETURN:		30	36	18
SUMMARIES PROVIDED		13	4	6
PRISON VISITS/TEAMS HEARINGS:		1	0	0
VICTIM SURVIVOR MEETINGS:		5	4	4
EXCLUSION ZONE CONDITION REQUESTS:		3	7	1
EXCLUSION ZONE RE-VERIFICATIONS:		4	4	5
REFRAIN FROM CONTACT REQUESTS:		1	0	0
ORP' APPROVED:		32	26	24
RELEASE FROM NON-BOARD CAUSE				4
ORPs DENIED		3	9	8
RELEASES CANCELLED		3	1	0
ICOTS		0	2	0
FINALS ISSUED:		0	0	0
STIPULATED AGREEMENTS:		23	34	24
BOARD WARNINGS FY22 July - Dec		7	5	5

- Structured Decision-Making Form (SDMF) – Community of Practice** – Ms. Rongen, Mrs. Ramsdell-Gilkey, Ms. Balmert and Ms. Getty attended the Structured Decision-Making Tool – Community of Practice training in New York City. This training was sponsored by the National Institute of Corrections (NIC). Other states and Canada were present to discuss the tool and how it is being used. Additional training was provided by Ms. Rongen.

Ms. Getty clearly sees the value of the tool, but the biggest barrier is time. There is a data component that NIC is wanting. What are the Board's next steps and what do we need to do

to move forward? For states using this tool, there isn't any consistency on data being collected.

Ms. Rongen reported that Connecticut implemented use of the tool and had good data collected. Kansas and Canada also have collected data on the tool. Ten states and Canada are using the tool. Vermont will be trained next. The SDMF is not prescriptive – it is a structure about how you write the decision and what is weighed. Vermont will be the next State trained on SDMF.

The Board has the foundation and is ready to take it to the next level and do some data collection work with Dr. Serin and Department of Corrections Research and Data Analytics.

- **Records Updates** – Ms. DeBower reported on records updates. Ms. Opp has retired, and records is amid transferring duties:

Violation Process and Hearings – Ms. DeBower and Ms. Tucker.

Airway Heights Corrections Center (AHCC), ORPs M-Z and training Ms. Tucker on the Violation Process – Ms. Hunter

Monroe Correctional Command and ORPs A-L – Ms. Schmidt

Washing Corrections Center, Washington Corrections Center for Women, Stafford Creek Corrections Center, Washington State Penitentiary and Coyote Ridge Corrections Center – Ms. Janis

- Check ins – Board and staff provided check ins.

II. Chairs Report –

- Interviews for Program Specialist 3 will be conducted soon.
- The Office Assistant 3 position has been established
- Payroll has moved from the first floor to Headquarters.

III. Executive Director Report -

DOC Policy 320.105 PRE-Sentencing Reform Act Hearings and 320.120 Juvenile Board policies have been published for comment. The larger Policy 320.100 has not been published for comment.

IV. Board Member Reports - None

V. Board Meeting Minutes – The Board Meeting Minutes dated September 12, 2022, and September 26, 2022, have been approved as written.

VI. RCW 9.95.422 Case Deliberations

- 125311 Johnson, Curtis
- 231293 Boot, Kevin


Separate minutes will be published to the web.

VII. Closed Session

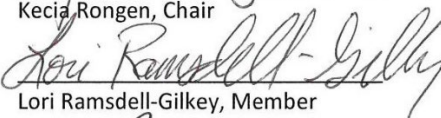
- Cases
- Strategic Planning

VIII. Community Concerns – 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.

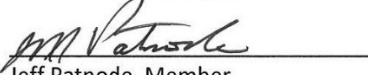
IX. Adjourn – 4:00 p.m.



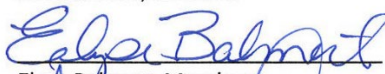
Kecia Rongen, Chair




Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member



TaTeasha Davis, Member