

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, February 10, 2025

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

Board Members:

Kecia Rongen
Jeff Patnode
Jill Getty
Corey McNally
Meghan Kelly-Stallings

Staff:

Leah Landon, Executive Director	Rebecca Torrence, Executive Assistant
Monika Fields, Hearing Investigator III	Kerri McNeil, Victim Liaison
Kristi Busch, Hearing Investigator III	Christine Hunter, Correctional Records Technician
Ronda DeBower, Records Supervisor	Ron Frederick, Hearing Investigator III
Theresa Hinds, Hearing Investigator III	Nadine Tucker, Correctional Records Tech. Lead
Matt Frank, Hearing Investigator III	Heather Duell, Correctional Records Technician
Kathleen Trombley, Program Specialist III	Teresa Schmidt, Correctional Records Technician
Sarah Lykes, Administrative Assistant III	Heather Vicha, Office Assistant III
Ji Soo Shin, Admin. Assistant I	

Not Present:

Vilayvanh Janis, Correctional Records Technician

I. Board and Staff Discussion

- Hearings Calendars through May 2025 were reviewed.
- Monthly Data Report

Dec-24

Jan-25

RELEASE HEARINGS	49	46
RELEASABLE	21	*
NOT RELEASABLE	20	*
CONTINUED/RESCHEDULED	8	*
DECISION PENDING	0	31
VIOLATION HEARINGS IN CUSTODY:	13	16
VIOLATION HEARINGS OUT OF CUSTODY:	1	5

REVOKED:	7	7
REINSTATED:	7	8
CONTINUED ON ACTIVE STATUS:	0	4
PENDING:	0	2
CONTINUED/RESCHEDULED:	0	0
ARREST @ OOC HEARING	0	0
Sched New Hearing - New Info:	0	0
TOTAL HEARINGS	63	67
ADMINISTRATIVE REINSTATEMENTS:	5	4
LETTERS TO VICTIMS/SURVIVORS:	92	132
EMAILS TO VICTIMS/SURVIVORS:	9	12
MAIL RETURN:	16	16
SUMMARIES PROVIDED:	10	13
HEARINGS ATTENDED:	4	2
VICTIM SURVIVOR MEETINGS:	2	7
EXCLUSION ZONE CONDITION REQUESTS:	4	9
EXCLUSION ZONE RE-VERIFICATIONS:	1	0
REFRAIN FROM CONTACT REQUESTS:	0	1
ORPs APPROVED:	28	19
RELEASE FROM NON-BOARD CAUSE:	1	1
ORPs DENIED:	4	8
RELEASES CANCELLED/SUSPENDED:	0	0
ICOTS:	0	1
FINALS ISSUED:	0	0
STIPULATED AGREEMENTS:	31	34
BOARD WARNINGS	5	9
CORRESPONDENCE - US MAIL	13	34
CORRESPONDENCE - E-MAIL	40	37

*** This data will be pulled when the month is closed.**

- Roundtable

II. Chair's Report

- Ms. Rongen welcomed the ISRB's newest staff, Leah Landon, Executive Director and Meghan Kelly-Stallings, Board Member.

- An update was provided for the following House Bills: HB1131, HB1125, HB1317, HB5105, HB1239.
- The Governor's budget has not been finalized. It is projected to be finalized within the next month.

III. Executive Director Report

- Mrs. Landon will work with a small workgroup to organize the ISRB shared drive.
- Mrs. Landon will be working on the Standard Conditions Project with CEPP and the DOC – ISRB workgroup.
- She will also be supporting Ms. Rongen during the Legislative Session.

IV. Board Member Reports

- Mr. Patnode, Mrs. Kelly-Stallings and Mr. McNally are scheduled for their Confirmation Hearings on Wednesday, February 12, 2025.

V. New Business

- J&S Project Update – Mrs. Vicha has been working hard on this project and has completed approximately 90% of her assigned cases.

VI. Board Meeting Minutes

- The Board Meeting minutes for January 2025 were reviewed. Mr. Patnode motioned to approve the minutes and Mr. McNally seconded the motion with no objections.

VII. RCW 9.95.422 Case Deliberations

- ANSPAUGH, Gregory 247032
- McMELLELLAN, Michael 627492
- MONROE, Dennis 287393 – Continued

Separate minutes will be posted to the website.

VIII. Community Concerns Meetings (Closed to the Public) – Victims/Survivors met via Microsoft Teams and/or in person 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. Closed Session

- Cases were discussed.
- Sexually Explicit Material Definition – The Hearing Investigators and Board Members reviewed and discussed the definition of Sexually Explicit Materials.
- Hearing Process Review
- Probable Cause Language –Staff should be verifying the wording on the Probable cause paperwork and the Notice of Violation are worded the same. If the wording is off, it should be verified.

X. **Adjourn – 3:30pm**

DocuSigned by:
Kecia Rongen
Kecia Rongen, Chair

Signed by:
Carey McNally
Carey McNally, Member

DocuSigned by:
Jeff Patnode
Jeff Patnode, Member

Signed by:
MKS
Meghan Kelly-Stallings, Member

DocuSigned by:
Jill K. Getty
Jill Getty, Member