

INDETERMINATE SENTENCE REVIEW BOARD  
BOARD MEETING  
SUMMARY MINUTES

Monday, August 14, 2017

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 9:30 a.m.

Present were:

Board Members:

Kecia Rongen  
Jeff Patnode  
Lori Ramsdell-Gilkey  
Elyse Balmert

Staff:

Sheila Lewallen, Victim Liaison  
Ron Frederick, Hearing Investigator III  
Robin Riley, Executive Assistant  
Jennifer Zucati, Administrative Assistant 1  
Monika Fields, Hearing Investigator III  
Kristi Busch, Hearing Investigator III - Absent  
Matt Frank, Hearing Investigator III  
Irene Seifert, Correctional Records Supervisor  
Jody Swails, Correctional Records Technician  
Christine Hunter, Correctional Records Technician  
Teresa Schmidt, Correctional Records Technician  
Fawneil Opp, Correctional Records Technician - Absent  
Shelley Smith, Program Manager - Absent

**A. RCW 9.94A.730 To the Table Discussion**

- 231293 BOOT, Kevin
- 712085 PADDYAKER, Harold
- 712229 RAMOS, Joel

**B. Closed Session**

- **Case Discussion**
- **Strategic Planning - Check-in**
  - Next Check-in August 21, 2017
- **Decisions and Reasons Modifications** – Mr. Patnode will make suggested amendments to the format. The updated formats will be sent to Board Members and staff for review prior to vote on the Decision and Reasons formats at the September 11, 2017 Board Meeting
- **Board Member Workload Assignments**

A discussion ensued regarding workload and who takes the lead on assignments outside of the hearing. Ms. Ramsdell-Gilkey will be the first signature on Offender

Release Plans, Mr. Patnode will be the first signature on Administrative Actions and Ms. Balmert and Ms. Rongen will be the first point of contact for case staffing. Ms. Rongen will send out the new assignments to staff.

C. **Board Meeting Minutes** – Ms. Rongen asked the Board Members if there were any additional corrections or amendments to the minutes. The Board Meeting minutes from the July 10, 2017 and July 24, 2017 Board Meetings are approved.

D. **Board & Staff Discussion**

- **Hearing Calendar** – The Board Members reviewed the hearing calendar for the months of August thru November 2017.
- **Diversity Moment** – Mrs. Ramsdell-Gilkey made a presentation on Women’s Equity Day which is August 26.
- **Diversity or Wellness** – Ms. Rongen stressed the need for balance in our work and home life as well as taking care of ourselves. Board Members and staff can either present a diversity moment or a wellness moment on the month they volunteer.

E. **Chair’s Report**

- **Extended Leadership Term (ELT)**  
Ms. Rongen attended the Extended Leadership Team Meeting at the Department of Corrections Headquarters on August 10. The next phase of Advanced Corrections was discussed which will begin on August 21, 2017. There is a three day training focused on assessment and case planning. Board Members, Hearing Investigators and Ms. Lewallen can sign up for training in the Learning Management System.
- **Phase II Budget Process – Supplemental Budget Requests for FY18**  
Ms. Rongen reported that Supplemental Budget Requests include permanent funding for the Hearing Investigator position and additional funds for defense attorneys for violation hearings.
- **Legislative Session** – The Operating Budget passed at the last minute but the Capital Budget did not pass. There was some money carried over for current projects, but certain projects cannot move forward. The Governor may call another special session.
- **Work Cell Phones** – Text messages on your work phone and any text messages related to work on your personal phone are subject to public disclosure. The Department of Corrections is using new software to collect text messages from your work phones. This will not be retroactive.

- **Sentencing Guidelines Commission (SGC) Meeting** – The SGC met on Friday, August 11, 2017. A second chance review was discussed with regard to offenders who have three strikes. That review will not be proposed or done at this time.

The SGC will be looking at a review of the Sentencing Reform Act (SRA). There is a push nationally to look at punishment verses rehabilitation. The discussion Friday included a framework on how to review the SRA in general with an emphasis on the youthful offender population to include offenders between the ages of 16 and 25. The review is looking at giving judges more discretion at sentencing for this age group. The next SGC meeting presentation will be on sentencing guidelines that judges are using in the Federal system and Juvenile Brain Development. Prosecutors currently support increasing resources for the Clemency and Pardons.

- **Attorney Contracts** – Ms. Rongen and Ms. Riley will look at ways to recruit additional violation hearing attorneys.

**F. Old Business - None**

**G. New Business - None**

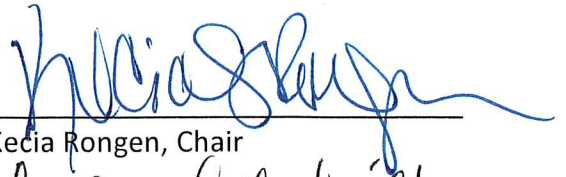
**H. Board Member Reports –**

Mr. Patnode is the Co-Chair for the Sex Offender Policy Board (SOPB). The SOPB will be meeting this Friday and choosing two new assignments. Three of the potential assignments are listed below and include providing recommendations on the following:

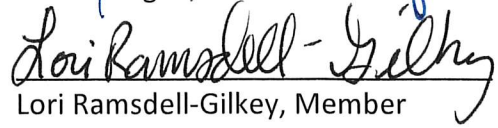
- Supervision Best Practices – Does lifetime supervision make sense for all sex offenders?
- Review policies and incorporate risk needs responsivity to the Department of Corrections;
- Look at sentencing for the sex offender population.

**I. Community Concerns – Community Concerns Meeting – 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.**

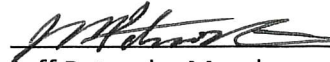
**J. Adjourn – 2:00 p.m.**



Kecia Rongen, Chair



Lori Ramsdell-Gilkey, Member



Jeff Patnode, Member



Elyse Balmert, Member