

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES
June 24, 2009

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 1:30 p.m.

Present were: Board Members:	Staff:
Jeralita P. Costa, Chair	Margaret McKinney, Executive Director
Tom Sahlberg	R. Peggy Smith, Planning and Research Administrator
Betsy Hollingsworth	Ellen Hanegan-Cruse, Victim Liaison
Dennis Thaut	Robin Riley, Executive Assistant

Donna Mullen, A.A.G.

- A. **Call to Order** – The meeting was called to order at 1:34 p.m.
- B. **Calendars and Schedules** - Calendars and schedules were reviewed.
- C. **Community Concern Meetings** – A telephonic Community Concern Meeting was held at 2:00 p.m. An in-person Community Concern Meeting was held at 4:00 p.m.
- D. **Chairs Report**

- **Sentencing Guidelines Commission (SGC)**

Ms. Costa was not able to attend the SGC Meeting on June 12, 2009. Dr. Smith attended the Evidenced Based Community Custody Work Group. Dr. Smith reported that the committee is trying to get a sense of what is available for sentencing offenders to something other than straight jail time. The Committee is looking at the Thurston County Options Program and some of the programs in King County. The Committee will consider the PEW document at the next meeting on July 10, 2009. The PEW document relates to saving money in sentencing by using sentencing alternatives to jail.

- **Sex Offender Policy Board (SOPB)**

Ms. Costa will attend the SOPB Yakima Forum on Sex Offenders Law and Policy on Thursday, June 25, 2009. The SOPB would like local law enforcement to use this forum to provide input on notification and registration of sex offenders. The SOPB also requests information regarding sex offenders in the community.

- **Sex Offender Policy Board (SOPB) Benchmarks Committee** – Dr. Smith attended a SOPB Benchmarks Committee Meeting. She says the committee will be focusing on a limited amount of questions with regard to how re-entry and supervision is working in the community. The committee would also like to explore the link between sex offender

treatment in prison and the community. Dr. Smith reported that the committee is working on a survey that will be sent to treatment providers in the community.

- Ms. Costa advised that the Harvard Kennedy School will be hosting an on-line event on July 8, 2009 titled Parole Violations and Revocations. The online panel will discuss the results from a three-year study that examined the ways in which decision-makers respond to parole violations in California. Ms. Costa and Mr. Thaut will be on a docket and unable to participate in the training. Mr. Sahlberg and Ms. Hollingsworth will participate in this event.
- **Association of Paroling Authorities International (APAI) – The 2010 APAI Conference will be held in Savannah, Georgia.** The APAI Executive Committee is still discussing whether there will be a Chair's Conference in Dallas in October. Most states have travel restrictions and attendance could be low. The Committee will also be conducting a 2010 membership drive.

The APAI Executive Committee is looking at ways to fund national training as well as providing a 1-800 resource line for Parole Boards. The APAI is discussing a potential partnership with Peggy Burk's outfit, Center for Effective Policy to meet these objectives. **National Crime Victim Law Institute (NCVLI)** Ms. Costa will attend the NCVLI Conference in Portland on June 30, 2009 through July 1, 2009. Ms. Hanegan-Cruse will be making a presentation at this conference on parole board victims.

- **Violation Hearings and Attorney General Representation** – Ms. Costa and Ms. McKinney met with Assistant Attorney General (AAG) Kimberly Frinell by telephone on Tuesday, June 23, 2009. Violation Hearing alternatives were discussed. The following items were discussed:
 - Hearing Examiner/Investigators take a more pro-active role up front in the violation process and determine if a preliminary hearing is required or alternative sanctions can be used.
 - Video conference violation hearings;
 - Use defense attorneys only when required.

Ms. Costa and Ms. McKinney stated they would like Ms. Frinell to meet with the Hearing Examiner/Investigators to discuss these issues. Ms. Costa will use the WACs to draft a time-line "cheat sheet" for distribution to Community Corrections Officers.

- **Work Release Presentation** – Mr. Thaut met with the statewide work release supervisors on June 11, 2009. He informed the group that the Department of Corrections is our number one partner and work release is high on the agenda for the Board. Mr. Thaut also informed the work release supervisors that the ISRB would like to see more resources made available to the pre-84 offenders as they transition into the community.

- **Department of Corrections (DOC) Senior Staff/Board Quarterly Meeting** – Ms. Costa asked for suggestions on how to proceed with future quarterly meetings. The Board Members agreed that it is important to keep the dialogue going, and perhaps the group should discuss long range issues and joint request legislation. Ms. Costa suggested that the quarterly meetings be a way to update each agency on current policy, identify areas that need work, and identify which staff would be appropriate to work on a particular policy. The quarterly meeting should be more about sharing information.

E. Executive Director's Report

- **Budget** – Ms. McKinney reported on the Small Agency Cabinet Meeting she attended on June 24, 2009. Dr. Arun Raha, the new Economic Forecaster, gave a presentation on the state's revenue forecast. The Governor's Budget office announced that they will be requiring an additional 2% cut to each agency's FTE allotments. This 2% FTE reduction does not balance the budget and each agency will be asked to make additional cuts. Ms. McKinney stated the budget cuts should be considered permanent at this time.
 - Prospects for Government Reform – During the next legislative session, Boards and Commission will be looked at again to determine how to provide enterprise services to agencies.
 - Allotment Spreadsheets – Ms. McKinney received the allotment spreadsheet this morning and will send it via e-mail to the Board Members. Allotments are due to OFM by the end of July 2009.

Ms. McKinney would like the Board to prioritize how they would like to operate with regard to costs and resources.

- Stakeholder Meetings – Ms. McKinney is receiving requests from the Department of Corrections (DOC) to have ISRB staff participate on different projects. The Board Members would like to be included, or kept in the loop, in some of the discussions with regards to classification, work release, community release planning, and drug and alcohol issues.
- Ms. McKinney needs to publish an Advisory Memo re: the Board's recent decision on how to handle CCB offenders that will be released to a consecutive OAA cause. Mr. Sahlberg offered his assistance. Once the draft is finalized, Ms. McKinney will send it to the Chair for her signature.
- CCB cases with concurrent causes. Currently, the Board sees an offender at their earliest Earned Release Date (ERD). Legislation will be required to change the statute so the offender can be seen on their longest running concurrent ERD. Ms. Costa will work on the wording for the request legislation and will include the Attorney General's Office in on this issue.
- CRT Workload Distribution – Ms. McKinney reported on the new CRT Workload Distribution plan. The workload will be divided as follows:

Lead CRT – In addition to duties as lead CRT, Violations, WCCW, WCC, All Work Releases and CBCC

CRT 1 – ½ TRU, AHCC

CRT 2 – ½ TRU, WSR/SOC

CRT 3 – SCCC, WSP, AVCC, CRCC, MICC

- **Strategic Plan**

Dr. Smith distributed drafts of the report for Fiscal Year '09 – Strategic Plan as well as a mock-up of the report for Fiscal Year '10 – Strategic Plan. She would like Board Member thoughts and suggestions for the reports by the middle of July.

Dr. Smith distributed a Strategic Plan update for Fiscal Year '10. She would like Board Member thoughts and suggestions for additions to the Strategic Plan by the middle of July.

1. Caseload/Workload Factors were distributed to the Board Members.

Ms. Costa recommends that we provide the explanation that any deletion of items on the Strategic plan are due to lack of FTE's, budget, etc.

F. Old Business

1. Notifying Victims and Survivors – ISRB Policy 325.00

ACTION 23-09

Mr. Sahlberg moved to table the discussion on the ISRB Policy 325.00 Victim Services Policy. Mr. Thaut - 2nd.

Decision: Motion carried 4-0 and approved.

The policy will be brought back for a vote at the next Board Meeting.

2. Travel Policy – ISRB Policy 220.40

ACTION 24-09

Ms. Hollingsworth moved to adopt the ISRB Policy 220.40 Travel Policy with proposed changes. Mr. Sahlberg - 2nd.

Decision: Motion carried 4-0 and approved.

G. New Business

None.

H. Public Comment

None.

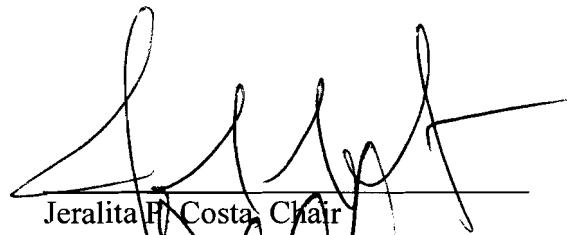
I. AAG Report

Ms. Mullen has nothing new to report.

J. Executive Session

- MRP Update
- MRP Policy Discussion

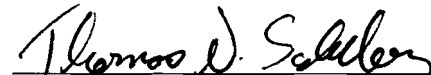
K. Adjourned – 4:45 p.m.



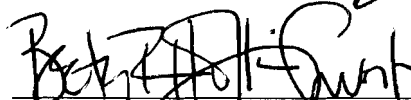
Jeralita Costa, Chair



Dennis L. Thaut, Member



Thomas N. Sahlberg, Member



Betsy Hollingsworth, Member