



State of Oklahoma
PARDON AND PAROLE BOARD

PARDON AND PAROLE BOARD MEETING
February 2025

Meeting Location:

Oklahoma Health Care Authority
4345 N. Lincoln Blvd.
Oklahoma City, OK 73105

Zoom Information:

<https://doc-ok.zoomgov.com/j/1606987905>
Phone Number: 669-254-5252 and 669-216-1590
Webinar ID: 160 698 7905

BUSINESS MEETING AGENDA
Monday, February 3, 2025
9:00 a.m.

- I. Call To Order – Richard Miller, Chairman
 - A. Roll Call
 - B. Assurance of Compliance with Open Meeting Act
- II. Approval of Minutes
 - A. Discussion and Possible Action on January 2025 Business Meeting Minutes
 - B. Discussion and Possible Action on January 2025 Parole Meeting Minutes
- III. Agency Updates – Tom Bates, Executive Director, Melinda Romero, Deputy Director, Leroy Long, Field Director, and Kyle Counts, General Counsel
 - A. Personnel Updates – New Hires and Separations
 - B. Field Updates
 - C. Legal Updates
 - D. Director’s Update
- IV. Guest Speaker – Sue Hinton
- V. Discussion and Possible Action on Chapter 1 of PPB Policies and Procedures, “Board and Board Meetings” – Andrea Merten
- VI. Discussion and Possible Action on Chapter 2 of PPB Policies and Procedures, “Pardons” – Andrea Merten
- VII. Discussion and Possible Action on Chapter 4 of PPB Policies and Procedures, “Commutations” – Kyle Counts

- VIII. Discussion and Possible Action on Chapter 5 of PPB Policies and Procedures, “Capital Clemency” – Kyle Counts
 - IX. Discussion and Possible Action on Chapter 6 of PPB Policies and Procedures, “Administrative” – Kyle Counts
 - X. New Business Not Known or Which Could Not Have Been Reasonably Foreseen Before the Posting of the Agenda
 - XI. Adjournment of the Business Meeting
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PAROLE MEETING AGENDA
Monday, February 3, 2025
9:45 a.m.

- I. Call to Order – Richard Miller, Chairman
 - A. Roll Call
- II. Discussion and Possible Action on Pardon Applicants
- III. Discussion and Possible Action on Jacket Reviews: Commutations, Nonviolent Parole, Violent Parole Stage I, Reentry Docket, Medical Parole Docket, Aging Prisoners Parole, Stage II Commutations, Stage II Violent Parole, Special Reviews, Administrative Parole, and S.I.R. docket

12:00 p.m.

- IV. Discussion and Possible Action on Protests from Victims and/or Victims’ Representatives
- V. Discussion and Possible Action on Protests from District Attorneys and/or the Attorney General
- VI. Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item III
- VII. Lunch Recess

1:30 p.m.

- VIII. Reconvening of the Meeting – Richard Miller, Chairman
 - IX. Discussion and Possible Action on Jacket Reviews for Inmates with Delegates
 - X. Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item III
 - XI. Recess for Day
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Meeting Agenda
Tuesday, February 4, 2025
9:00 a.m.

- XII. Reconvening of the Meeting – Richard Miller, Chairman
 - A. Roll Call
- XIII. Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item III
- XIV. Discussion and Possible Action for Inmates with Personal Interviews and Delegates

Oklahoma Health Care Authority (Video Host Facility)

Great Plains Correctional Center
Joseph Harp Correctional Center
Mack Alford Correctional Center
Mabel Bassett Correctional Center
Oklahoma State Reformatory

- XV. Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item III
- XVI. Discussion and Possible Action on Any Unfinished Business from Agenda Items II through XIV
- XVII. Discussion and Possible Action on any Tie votes or Vote Changes from Agenda Items II through XIV
- XVIII. New Business Not Known or Which Could Not Have Been Reasonably Foreseen Before the Posting of the Agenda
- XIX. Recess for Day

Meeting Agenda
Wednesday, February 5, 2025
9:00 a.m.

- XX. Reconvening of the Meeting – Richard Miller, Chairman
 - A. Roll Call
- XXI. Action Item:
 - Clemency Hearing for Wendell A. Grissom, 575281, (Inmate will not make a personal appearance via video conference from Oklahoma State Penitentiary)
 - Discussion on Clemency Consideration for Wendell A. Grissom.
 - Vote on Clemency Consideration for Wendell A. Grissom.
- XXII. Adjournment