



State of Oklahoma
PARDON AND PAROLE BOARD

PARDON AND PAROLE BOARD
Business Meeting Minutes

Monday, July 12, 2021
9:00 a.m.

MEMBERS PRESENT: Richard Smothermon, Larry Morris, Adam Luck, Kelly Doyle and Scott Williams

MEMBERS ABSENT: None

STAFF: Tom Bates, Melinda Romero, Leroy Long, and Kyle Counts

GUESTS: Secretary of Public Safety Tricia Everest and Toni Scheihing, VINE Program Manager

I. Call to Order – Adam Luck, Acting Chairman

The Business Meeting of the Pardon and Parole Board (PPB) was called to order at 9:00 a.m. by Acting Chairman Adam Luck, on Monday, July 12, 2021.

A. Roll Call

The members attending were Richard Smothermon, Larry Morris, Adam Luck, Kelly Doyle and Scott Williams. The voting order was announced as Kelly Doyle, Scott Williams, Adam Luck, Larry Morris, and Richard Smothermon.

B. Assurance of Compliance with Open Meeting Act

General Counsel Kyle Counts provided assurance of compliance with the Open Meeting Act. The business meeting of the Pardon and Parole Board was convened in accordance with the Oklahoma Open Meeting Act. This meeting was preceded by an advance notice of the date, time, and place filed with the Oklahoma Secretary of State on November 17, 2020. Notice of this meeting was also given at least twenty-four (24) hours in advance of the meeting by posting notice of the date, time, virtual meeting place, and agenda of the meeting on July 8, 2021, on the Pardon and Parole Board's website, www.ok.gov/ppb. The meeting is in compliance with the Open Meeting Act.

C. Welcome to New Board Member, Richard Smothermon

Chairman Luck welcomed new Board member Richard Smothermon, who expressed optimism and gratitude for the opportunity to serve.

II. Business Meeting –Tom Bates, Executive Director, Melinda Romero, Deputy Director, Leroy Long, Field Director, and Kyle Counts, General Counsel

A. Discussion and Possible Action on June Business Meeting Minutes

The June business meeting minutes were provided to the Board for review. Vice-

Chairman Morris made a motion to approve the June business meeting minutes, Scott Williams seconded. The Board approved the motion 4-0, with Mr. Smothermon abstaining.

B. Discussion and Possible Action on June Parole Meeting Minutes

The June parole meeting minutes were provided to the Board for review. Vice-chairman Morris made a motion to approve the June parole meeting minutes, Mr. Williams seconded. The Board approved the motion 4-0, with Mr. Smothermon abstaining.

C. Discussion and Possible Action on Agency Updates:

1. Personnel Updates – New Hires and Separations

Ms. Romero reported there were no new hires and no new separations.

2. Field Updates

Field Director Leroy Long reported that his team completed the August 2021 docket and will be moving on to the September 2021 docket. Mr. Long also stated that there are two investigators out due to medical leave. Mr. Long states that some facilities will have to go back to doing parole questionnaires instead of live interviews due to only having 12 full-time investigators.

3. Director's Update

Executive Director Tom Bates reported that the commutation process on the SharePoint has been finalized. Dir. Bates also stated that his team is working to move Board member packets and District Attorney protests and other correspondence to the SharePoint. Dir. Bates says he hopes to continue to improve as the agency moves forward and that he looks forward to conversations in the coming months regarding the budget and staffing.

III. Introduction of and Comments from Secretary of Public Safety Tricia Everest – Tom Bates and Tricia Everest

Secretary Tricia Everest reported she was optimistic to work with the Board to modernize processes and facilitate better recordkeeping. Sec. Everest stated that improving processes is important to everyone involved, including victims, families, and district attorneys. Sec. Everest expressed commitment to improving the criminal justice at all levels and thanked the Board for their service and the invitation to address the meeting.

IV. Discussion and Possible Action on Resolution of Appreciation to Allen McCall for Outstanding Public Service – Adam Luck

Chairman Luck read the following resolution into the record:

Whereas, Allen McCall, was appointed to and honorably served on the Oklahoma Pardon and Parole Board from April 21, 2017 to July 7, 2021.

Whereas, Allen McCall, served as an esteemed Board member through two terms, having been appointed by Governor Mary Fallin in 2017 and reappointed by the Chief Justice of the Supreme Court in 2019.

Whereas, Allen McCall, through humor and generosity of spirit gave meaningful consideration to all those who came before the Board.

Whereas, Allen McCall, graciously availed himself to the Board members and all the staff as a mentor and friend.

Whereas, Allen McCall, fulfilled the duties of a Board member with exceptional candor, thoughtfulness, and dignity.

Whereas, Allen McCall, provided stability through significant changes, challenges, and opportunities

during his tenure as its longest serving member.

Be it resolved, that the Oklahoma Pardon and Parole Board does hereby extend its sincerest appreciation to Judge Allen McCall, commends him for his outstanding public service to the State of Oklahoma, and wishes him good fortune and favor in all of his future endeavors.

Chairman Luck made a motion to approve the resolution, Vice-chairman Morris seconded. The Board approved the motion 4-0.

V. Discussion and Possible Action on PPB's Re-Entry Docket Policy – Kyle Counts and Leroy Long

Mr. Counts explained the re-entry docket and described the proposed changes. Mr. Counts stated that the two main changes were the misconduct requirements and that violent prior offenses would no longer preclude eligibility. Under the proposed re-entry policy, a nonviolent offender within 12 months of discharge is eligible on their first, second or third incarceration, as long as there were no Class X misconducts within 12 months or Class A within six months, on consecutive sentences for which the inmate will serve an incarceration term, and does not apply for sex offenses, domestic violence offenses, or stalking charges. All GPS offenders are eligible for nonviolent offenses. Those on the re-entry docket do not receive an interview or personal appearance, but rather fill out a short parole form. The Board passed consideration of the re-entry docket policy to the August meeting for a vote.

VI. Update on Administrative Rule Changes – Kyle Counts

Mr. Counts reported that the administrative rule changes previously adopted by the Board had been filed for publication and would go into effect before the September meeting. Mr. Counts stated that the main changes were to the pardon and commutation chapters and that supplementary policies, procedures, and forms would be prepared ahead of the amended rules going into effect. Mr. Counts explained the enhanced stage II hearing rule ahead of the Board's consideration of whether to invoke it for consideration of Julius Jones' commutation application.

VII. Discussion and Possible Action on Enhanced Stage II Hearing for Julius Jones – Adam Luck

Chairman Luck reiterated that the enhanced stage II hearing rule requires a vote to be invoked. Scott Williams made a motion to grant an enhanced stage II hearing for Julius Jones, Vice-chairman Morris seconded. The Board approved the motion 4-0, with Mr. Smothermon abstaining. Chairman Luck granted 30 minutes to the delegate(s), victim(s), and the District Attorney for presentation at the enhanced stage II hearing.

VIII. Training: New VINE Victim Notification System – Toni Scheihing, VINE Program Manager

Toni Scheihing conducted a one-hour training program, via Zoom, to educate the Board and the public on Victim Information and Notification Everyday (VINE). VINE is an automated telephone and internet service that helps victims of crime obtain immediate and updated information about the custody status of an offender.

IX. Adjournment of the Business Meeting – Adam Luck

The meeting was adjourned at 10:25 a.m.

Respectfully Submitted,



Kyle Counts
General Counsel

The minutes for the July 2021 Pardon and Parole Board Business Meeting were approved by a majority vote on the 9th day of August 2021.