



State of Oklahoma
PARDON AND PAROLE BOARD

PARDON AND PAROLE BOARD
Business Meeting Minutes

Monday, February 7, 2022
9:00 a.m.

MEMBERS PRESENT: Richard Smothermon, Scott Williams, Larry Morris, Edward Konieczny, and Kelly Doyle

MEMBERS ABSENT: None

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

GUESTS: Dr. Chan Hellman

I. Call To Order – Larry Morris, Acting Chairman

The Business Meeting of the Pardon and Parole Board (PPB) was called to order at 9:00 a.m. by Board Member Larry Morris, on Monday, February 7, 2022.

A. Roll Call

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

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 16, 2021. 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 February 3, 2022 on the Pardon and Parole Board's website, www.ok.gov/ppb. The meeting is in compliance with the Open Meeting Act.

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 January Business Meeting Minutes

The January business meeting minutes were provided to the Board for review. Richard Smothermon made a motion to approve the January business meeting minutes, Kelly Doyle seconded. The Board approved the motion 3-0.

B. Discussion and Possible Action on January Parole Meeting Minutes

The January parole meeting minutes were provided to the Board for review. Richard Smothermon made a motion to approve the January parole meeting minutes, Kelly Doyle seconded. The Board approved the motion 3-0.

C. Discussion and Possible Action on Agency Updates:

1. Personnel Updates – New Hires and Separations

Deputy Director Melinda Romero reported no new hires and no new separations. Mrs. Romero stated she held interviews for two administrative assistant position.

2. Field Updates

Field Director Leroy Long reported his team has finished the March docket. Mr. Long also states that he is working with other staff members on updating the investigator handbook. Mr. Long also states after the investigator handbook is complete, he will start on the docketing handbook.

3. Legal Updates

General Counsel Kyle Counts reported all revocations are currently up to date. Mr. Counts states that there is a new process where the Attorney General's Office will hold the executive revocation hearings. Mr. Counts also says that he met with the Governors Counsel to discuss the streamlining process and explains it does require legislative action to amend the statute on revocations.

Mr. Counts also explains that Department of Corrections now has three categories on revocations. The three categories are: New Law Violations, Absconding and Technical Violations.

Mr. Counts explains that new policies and procedures will be presented in coming months once leadership elections have taken place.

Lastly, Mr. Counts covered the legislative session, he states there are not as many bills from the previous session. Mr. Counts states one bill changes waiting period from three to two years on reapplying for nonviolent commutations and another expands the Board's role on commutations for death sentences. Mr. Counts reports there is a shell bill for a Pardon and Parole Board Reform Act and he would have more information on it at the next meeting.

4. Director's Update

Executive Director Tom Bates reported on the behalf of the staff he would like to welcome the new Board Member, Edward Konieczny.

Mr. Bates reports that the Board had two budget hearings with both House and Senate in the last month and were both well received.

Mr. Bates also reports that there will be Office Elections next month and will also show resolution and appreciation for Adam Luck.

Mr. Bates states that the March meeting will be held at the Will Rogers building in the Capitol Complex and hopes by April meetings will be held in the Connors Building.

Mr. Bates states that there will be a meeting with Mr. Counts regarding finalizing a contract for the data analysis.

Lastly, Mr. Bates announced that Dr. Chan Hellman will discuss the Science of Hope and how our state government can be hope centered and trauma informed.

III. Training and Discussion on the Science of Hope- Dr. Chan Hellman, Hope Centered and Trauma Informed

Dr. Chan Hellman goes over a presentation regarding the Science of Hope.

IV. New Business Not Known or Which Could Not Have Been Reasonably Foreseen Before the Posting of the Agenda – Larry Morris

Kelly Doyle reports that she would like to request to go over the medical parole process due to law changes.

V. Adjournment of the Business Meeting – Larry Morris

The meeting was adjourned at 10:08 a.m.

Respectfully Submitted,

Sicilia Talavera
Executive Assistant

The minutes for the February 2022 Pardon and Parole Board Business Meeting were approved by a majority vote on the 7th day of March 2022.