



State of Oklahoma
PARDON AND PAROLE BOARD

PARDON AND PAROLE BOARD
Business Meeting Minutes

Monday, August 8, 2022
9:00 a.m.

- MEMBERS PRESENT:** Scott Williams, Richard Smothermon, Larry Morris, Edward Konieczny, and Cathy Stocker
- MEMBERS ABSENT:** None
- STAFF:** Tom Bates, Melinda Romero, Kyle Counts and Leroy Long
- GUESTS:** Becky Guffy, Angela Allison, and Trent Spade

I. Call To Order – Scott Williams - Chairman

The Business Meeting of the Pardon and Parole Board (PPB) was called to order at 9:02 a.m. by Chairman Scott Williams on Monday, August 8, 2022.

A. Roll Call

The members attending were Richard Smothermon, Edward Konieczny, Cathy Stocker, and Larry Morris. The voting order was announced as Edward Konieczny, Cathy Stocker, Larry Morris, Scott Williams, 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 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 August 4, 2022, on the Pardon and Parole Board's website, www.ok.gov/ppb. The meeting is in compliance with the Open Meeting Act.

C. Reading of Pardon and Parole Board Mission Statement

Scott Williams recited the Oklahoma Pardon and Parole Mission Vision and Values Statement.

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 July Business Meeting Minutes

The July business meeting minutes were provided to the Board for review. Larry Morris made a motion to approve the July business meeting minutes, Ed Konieczny seconded. The Board carried the motion 4-0, with Chairman Williams abstaining.

B. Discussion and Possible Action on July Parole Meeting Minutes

The July parole minutes were provided to the Board for review. Larry Morris made a motion to approve the July parole meeting minutes, Ed Konieczny seconded. The Board carried the motion 4-0, with Chairman Williams abstaining.

C. Discussion and Possible Action on August 3 Special Meeting Minutes

The August 3 special meeting minutes were provided to the Board for review. Cathy Stocker made a motion to approve the August 3 special meeting minutes with a spelling correction on her name, Ed Konieczny seconded. The Board carried the motion 5-0.

D. Discussion and Possible Action on Agency Updates:

1. Personnel Updates – New Hires and Separations

Deputy Director Melinda Romero reported two new Parole Investigators.

2. Field Updates

Field Director Leroy Long reports the September docket is now complete and the field is working on October.

3. Legal Updates

General Counsel Kyle Counts gave an update on revocations, the numbers are going up. In July there were 29 revocations and 21 who waived their hearings. Mr. Counts states he will continue to update the Board with the revocation numbers.

4. Director's Update

Executive Director Tom Bates reports the FY 2023 budget was approved by OMES. Mr. Bates states there will be positions posted. Mr. Bates states he spoke with University of Oklahoma who is currently working on the annual reports. Mr. Bates reviewed the draft provided and hopes to have the final report by next month.

III. Training and Discussion on the Special Programs Available to Inmates at Bill Johnson Correctional Center – Becky Guffy, Warden; Angela Allison Unit Manager and Delayed Sentencing Program Manager; Trent Spade, Treatment Director (NWOSU)

Becky Guffy, Angela Allison, and Trent Spade did a training regarding the special programs available to inmates at Bill Johnson Correctional Center.

IV. Presentation and Discussion on Commutations – Kyle Counts, General Counsel

Director Tom Bates spoke to the Board about ongoing work to implement recommendations from the grand jury regarding objective criteria for commutation consideration. Director Bates reported that it was not feasible to constrain the Board members to objective criteria in recommending commutation, but rather objective criteria could be used in determining which cases get docketed for the Board to consider.

General Counsel Kyle Counts presented an update to the Board on commutation practices since reforms began earlier in the year and proposed objective criteria for the docketing of commutation applications. Mr. Counts stated that legally the objective criteria for eligibility would require changes to the administrative code, which was a more substantial process than adopting a policy as had been done to adopt the new application form requirements. The Board asked questions regarding the steps in the rulemaking process and discussed possible timelines for rule changes. The Board requested an update and drafted language to be ready at the October meeting.

V. New Business Not Known or Which Could Not Have Been Reasonably Foreseen Before the Posting of the Agenda

None

VI. Adjournment of the Business Meeting

The meeting was adjourned at 10:02 a.m.

Respectfully Submitted,

Sicilia Talavera _____

Sicilia Talavera
Executive Assistant

The minutes for the August 2022 Pardon and Parole Board Business Meeting were approved by a majority vote on the 12th day of September 2022.