



State of Oklahoma  
**PARDON AND PAROLE BOARD**

**PARDON AND PAROLE BOARD**  
**Business Meeting Minutes**

**Monday, May 8, 2023**  
**9:00 a.m.**

- MEMBERS PRESENT:** Richard Smothermon, Edward Konieczny, Cathy Stocker, Richard Miller, Calvin Prince
- MEMBERS ABSENT:** None
- STAFF:** Tom Bates, Melinda Romero, Kyle Counts and Leroy Long
- GUESTS:** Stacy Curtis, Blake Beckner

**I. Call To Order – Richard Smothermon, Chairman**

The Business Meeting of the Pardon and Parole Board (PPB) was called to order at 9:00 a.m. by Chairman Richard Smothermon on Monday, May 8, 2023.

**A. Roll Call**

The members attending were Richard Smothermon, Richard Miller, Calvin Prince, Cathy Stocker, and Edward Konieczny. The voting order was announced as the same.

**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 14, 2022. An amended notice was filed on April 24, 2023, providing the updated meeting location. 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 May 4, 2023, on the Pardon and Parole Board's website, [www.ok.gov/ppb](http://www.ok.gov/ppb). The meeting is in compliance with the Open Meeting Act.

**II. Approval of Minutes**

**A. Discussion and Possible Action on April 2023 Business Meeting Minutes**

The April business meeting minutes were provided to the Board for review. Edward Konieczny made a motion to approve the April business meeting minutes, Calvin Prince seconded. The Board carried the motion 5-0.

**B. Discussion and Possible Action on April 2023 Parole Meeting Minutes**

The April Parole minutes were provided to the Board for review. Edward Konieczny made a motion to approve the April Parole meeting minutes, Calvin Prince seconded. The Board carried the motion 5-0.

**C. Discussion and Possible Action on April 26, 2023, Special Meeting Minutes**

The April 26, 2023, Special Meeting Minutes were provided to the Board for review: Cathy Stocker made a motion to approve the April 26, 2023 Special Meeting Minutes, Calvin Prince seconded. Chairman Richard Smothermon recused. The Board carried the motion 4-1.

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

**A. Personnel Updates – New Hires and Separations**

Deputy Director Melinda Romero reported there were no new hires or separations since the last Board meeting.

**B. Field Updates**

Field Director Leroy Long reported that the June 2023 docket was being completed.

**C. Legal Updates**

General Counsel Kyle Counts reported 36 revocations for the month of April, with 26 waiving hearings and 10 having received them. Mr. Counts updated the Board that the rulemaking project was advancing on schedule and that he would discuss pardons later in the meeting and commutations in July. Mr. Counts stated he would update the Board if there were any legislative developments before the end of the session.

**D. Director’s Update**

Director Tom Bates reported that the meetings would be held at the new location for the rest of the year. Further, Director Bates advised the Board that he and Vice-chairman Ed Konieczny had attended the Association of Paroling Authorities International’s annual conference with a briefing to come later in the meeting. Finally, Director Bates introduced the guests for the morning to discuss sober living housing available to parolees.

**IV. Training: Sober Living Housing**

Stacy Curtis from Unity House and Blake Beckner from Better Together provided training to the Board regarding the sober housing opportunities for parolees.

**V. Update on 2023 APAI Annual Training Conference**

Deputy Director Romero and Vice Chairman Konieczny briefed the Board on their experiences at the APII Annual Training Conference.

**VI. Discussion and Possible Action on Pardon Eligibility Revisions – Kyle Counts, General Counsel**

Revisions to the Board’s pardon eligibility requirements were provided to the Board for review. The Board agreed to immediately implement the revision requiring any applicant on parole or probation to be unsupervised for five years prior to applying for pardon. Those not qualifying would need a recommendation from their supervising officer. The Board agreed to discuss further amendments to the administrative rules at a future meeting. Edward Konieczny made a motion to implement the revision, Calvin Prince seconded. The Board carried the motion 5-0.

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

No new business.

**VIII. Adjournment of the Business Meeting**

The meeting was adjourned at 10:05 a.m.

Respectfully Submitted,



Kyle Counts

General Counsel

The minutes for the May 2023 Pardon and Parole Board Business Meeting were approved by a majority vote on the 5th day of June, 2023.