



State of Oklahoma
PARDON AND PAROLE BOARD

PARDON AND PAROLE BOARD
Business Meeting Minutes

Monday, July 10, 2023
9:00 a.m.

MEMBERS PRESENT: Richard Smothermon, Edward Konieczny, Cathy Stocker, Richard Miller,
MEMBERS ABSENT: Calvin Prince
STAFF: Tom Bates, Melinda Romero, Kyle Counts and Leroy Long
GUESTS: Theodis Manning, John Parker, Larry Gilbert, Melvin Battiest, Meyer McCoy, and Taiwan Higgs.

I. Call To Order – Richard Smothermon, Chairman

The Business Meeting of the Pardon and Parole Board (PPB) was called to order at 9:01 a.m. by Chairman Richard Smothermon on Monday, July 10, 2023.

A. Roll Call

The members attending were Richard Smothermon, Richard Miller, Cathy Stocker, 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 14, 2022. An amended notice was filed on May 9, 2023 which provided updated information concerning the 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 July 6, 2023, on the Pardon and Parole Board's website, www.ok.gov/ppb. The meeting is in compliance with the Open Meeting Act.

II. Approval of Minutes

A. Discussion and Possible Action on June 2023 Business Meeting Minutes

The June business meeting minutes were provided to the Board for review. Edward Konieczny made a motion to approve the June business meeting minutes, Cathy Stocker seconded. The Board carried the motion 4-0.

B. Discussion and Possible Action on June 2023 Parole Meeting Minutes

The June Parole minutes were provided to the Board for review. Edward Konieczny

made a motion to approve the June Parole meeting minutes, Cathy Stocker seconded. The Board carried the motion 4-0.

C. Discussion and Possible Action on Wednesday, June 7, 2023 Special Meeting Minutes

The June 7, 2023, Special Meeting Minutes were provided to the Board for review:

Edward Konieczny made a motion to approve the June 7, 2023 Special Meeting Minutes with an amendment to page 3 to have the vote count read '3-2' rather than '2-3.' Cathy Stocker seconded. The Board carried the motion 4-0

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 – Ms. Melinda Romero, Deputy Director, had no new hires or separations to report. The announcements for current vacancies closed July 5th, 2023 and the applications are under review.

B. Field Updates – Field Director Leroy Long explains that there are three (3) field positions open – two (2) Investigator positions and one (1) Supervisor position. He also states that the August 2023 Docket is being completed.

C. Legal Updates – Kyle Counts, General Counsel, states that in the month of June there were 15 revocations total with eleven (11) having hearings and four (4) being waivers. He also explains to the board that progress is being made on the rules project and policies and procedures, and that commutation updates were being completed. Mr. Counts says there will be a substantial update at the August 2023 meeting. Finally, he reminded the Board know that they are scheduled to have a Clemency Hearing for Anthony Sanchez at the August 2023 docket, and informed the Board that he is waiting to hear from Mr. Sanchez's attorney(s) about the possibility of a waiver for that hearing. The hearing will take place provided Mr. Sanchez and his attorney(s) do not submit a waiver.

D. Director's Update – Tom Bates, Executive Director, expressed his appreciation to the Department of Public Safety and Oklahoma Highway Patrol for providing security for the Board Meetings going forward. He also expressed appreciation to the Oklahoma Healthcare Authority and OMES for getting the technology in order for the July 2023 Meeting.

IV. Presentation – Teaching and Saving Kids (TASK):

Teaching and Saving Kids (TASK) presented to the Board. TASK is a non-profit organization established in March 2006 by co-founders Theodis Manning and Andre Jones. They provide resources to inmates in jails, the Department of Corrections, and provide after-school programs for children in the community. The Board heard from co-founder Theodis Manning, Vice President John Parker, Larry Gilbert, Melvin Battiest, Meyer McCoy, and Taiwan Higgs.

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

No new business.

VI. Adjournment of the Business Meeting

The meeting was adjourned at 9:43 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Kyle Counts", written over a horizontal line.

Kyle Counts
General Counsel

The minutes for the July 2023 Pardon and Parole Board Business Meeting were approved by a majority vote on the 7th day of August, 2023.