



State of Oklahoma
PARDON AND PAROLE BOARD

PARDON AND PAROLE BOARD
Business Meeting Minutes

Monday, February 9, 2026
9:00 a.m.

MEMBERS PRESENT: Richard Miller, Sean Malloy, Robert Reavis, Kevin Buchanan, Susan Stava

MEMBERS ABSENT: None

STAFF: Kyle Counts, Melinda Romero, Leroy Long, Alejandra Brigida

GUESTS: None

I. Call To Order – Robert Reavis, Chairman

The Business Meeting of the Pardon and Parole Board (PPB) was called to order at 9:00 a.m. by Chairman Richard Miller on Monday, February 9, 2026.

A. Roll Call

The members present were Richard Miller, Keivn Buchanan, Sean Malloy, Robert Reavis, and Susan Stava.

B. Assurance of Compliance with Open Meeting Act

General Counsel Alejandra Brigida 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 September 24, 2025. 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 5, 2026, 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 January 2026 Business Meeting Minutes

The January 2026 Business Meeting minutes were provided to the Board for review. Richard Miller made a motion to approve the January Business Meeting minutes, Sean Malloy seconded. The motion was carried by a vote of 5-0.

B. Discussion and Possible Action on January 2026 Parole Meeting Minutes

The January 2026 Parole minutes were provided to the Board for review. Richard Miller made a motion to approve the January 2026 Parole minutes, Sean Malloy seconded. The motion was carried by a vote of 5-0.

C. Discussion and Possible Action on January 2026 Clemency Hearing Minutes

The January 2026 Clemency Hearing minutes were provided to the Board for review. Richard Miller made a motion to approve the January 2026 Clemency Hearing minutes, Sean Malloy seconded. The motion was carried by a vote of 5-0.

III. Agency Updates –Kyle Counts, Executive Director, Melinda Romero, Deputy Director, Leroy Long, Field Director, Alejandra Brigida, General Counsel

- A. Personnel Updates, Melinda Romero** – Ms. Romero had no updates to report,
- B. Field Updates, Leroy Long** – Mr. Long informed the Board that the field staff had completed the March 2026 docket, moving forward to complete the April docket.
- C. Legal Updates, Alejandra Brigida** – Ms. Brigida planned to share legal updates following the staff updates.
- D. Executive Updates, Kyle Counts** – Mr. Counts had no new updates.

IV. Discussion and Possible Action on 2026 Legislative Update – Alejandra Brigida

General Counsel Alejandra Brigida provided the Board with legal updates coming from the second regular session of the 60th Oklahoma Legislature. Bills included possible changes to Board leadership and compensation, including HB1968, SB1330, and SB1347. Various bills have been introduced surrounding parole eligibility, including HB3053, SB1260, HB1255, and SB1244. PPB requested SB1224 to allow for electronic means of Victim Notifications, notably by email.

V. Training: Overview of Disciplinary Procedures at the Department of Corrections – Leroy Long

Mr. Long provided the Board with an overview of the DOC misconduct process. He explained to the Board the differences between informal/deferred and formal misconducts.

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

No new business.

VII. Adjournment of the Business Meeting

The meeting was adjourned at 9:19 a.m.

Respectfully Submitted,



Molly West
Executive Assistant

The minutes for the February 2026 Pardon and Parole Board Business Meeting were approved by a majority vote on the 9th day of March 2026.