October 2026 Regular Meeting Minutes

Monday, October 12, 2026, 9:00 A.M.

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

MEMBERS ABSENT: None

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

GUESTS: None

AGENDA ITEMS

1 Call to Order

Chairman Robert Reavis called the October 2026 Regular Meeting of the Pardon and Parole Board (PPB) to order at 9:01 a.m. on Monday, October 12, 2026, at the Oklahoma Healthcare Authority Building and via Zoom.

A. Roll Call

The members present were Richard Miller, Kevin 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 October 7, 2026, on the Pardon and Parole Board's website, www.ok.gov/ppb. The meeting is in compliance with the Open Meeting Act.

2 Review, Discussion, and Approval of Minutes

A. September 2026 Regular Meeting

The September 2026 Regular Meeting minutes were provided to the Board for review. Kevin Buchanan made a motion to approve the September 2026 Regular Meeting minutes, Sean Malloy seconded. The motion was carried by a vote of 5-0.

3 Agency Updates

- **Office and Personnel Updates**

  Deputy Director Melinda Romero announced no office or personnel updates.

- **Field Updates**
  Field Director Leroy Long reported ongoing work for the November docket to conclude on Friday.

- **Legal Updates**
  General Counsel Alejandra Brigida announced no legal updates.

- **Director's Update**
  Executive Director Kyle Counts announced no additional agency updates.

4 Discussion and Possible Action on Notice of Rulemaking Intent for Administrative Rules for Parole Procedures

General Counsel Alejandra Brigida briefed the Board on the Notice of Rulemaking Intent for Administrative Rules for Parole Procedures and provided the Board with a packet of materials, which included the NRI Review and Authorization and the amendments to the revocation statute that was put into place November 1, 2025. Sean Malloy made a motion to approve the Notice of Rulemaking Intent for Administrative Rules for Parole Procedures, Richard Miller seconded. The motion was carried by a vote of 5-0.

5 Discussion and Possible Action on Amendment to PPB Policy 3006.2 – Medical Parole

General Counsel Alejandra Brigida informed the Board that on November 1, 2026, an amendment to the Medical Parole Statute would go into effect and briefed the Board on the amendment to PPB Policy 3006.2 Medical Parole, which reflects the Medical Parole Statute amendment. Sean Malloy made a motion to approve the amendment to PPB Policy 3006.2 Medical Parole, Kevin Buchanon seconded. The motion was carried by a vote of 5-0.

6 Discussion and Possible Action on Amended PPB Victim Notification Form

General Counsel Alejandra Brigida briefed the Board on the update to the victim notification form, which would allow victims to be notified electronically. Kevin Buchanon made a motion to approve the amended PPB Victim Notification Form, Sean Malloy seconded. The motion was carried by a vote of 5-0.

7 Discussion and Possible Action on Pardon Applicants

The Board heard presentations and interviewed pardon applicants beginning at 9:06 a.m. The vote of the Board was recorded and is reflected on each applicant's ballot. The ballot for each applicant is available for inspection at the Administrative Office of the PPB in accordance with the Open Records Act.

The Board took a brief break at 10:20 a.m. The meeting was reconvened at 10:32 a.m.

8 Discussion and Possible Action on Jacket Reviews: Commutation Initial Review, Nonviolent Parole, Violent Parole Stage I, Reentry Docket, Medical Parole Docket, Aging Prisoners Parole, Stage II Commutations, Stage II Violent Parole, Special Reviews, Parole In Absentia, Administrative Parole, and S.I.R. Docket

The Board acted on inmates who were docketed for jacket review consideration. The vote of the Board was recorded and is reflected on the inmates' ballots. The ballots for each inmate are available for inspection at the Administrative Office of the PPB in accordance with the Open Records Act.

9 Public Comment: Victims and/or Victims' Representatives

The Board heard protests from victims/victim representatives, for which inmates were being considered. There was one in person Victim Protests. The Board took the protests under advisement until the inmates' consideration. The ballots for the inmates are available in the Administrative Office in accordance with the Open Records Act.

10 Presentation and Possible Discussion Regarding Protests from District Attorneys and/or the Attorney General

The Board heard protests from District Attorney's/representatives, for which inmates were being considered. There were seven in person DA Protests. The Board took the protests under advisement until the inmates' consideration. The ballots for the inmates are available in the Administrative Office in accordance with the Open Records Act.

The Board took a brief break at 11:46 a.m. The meeting was reconvened at 12:00 p.m.

11 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 8

The Board acted on remaining inmates who were docketed for jacket review consideration. The vote of the Board was recorded and is reflected on the inmates' ballots. The ballots for each inmate are available for inspection at the Administrative Office of the PPB in accordance with the Open Records Act.

12 Discussion and Possible Action on Jacket Reviews for Inmates with Delegates

The Board took action on inmates who were docketed for jacket reviews and had delegates. The vote of the Board was recorded and is reflected on each inmate's ballot. The ballot for each inmate is available for reproduction at the Administrative Office of the PPB in accordance with the Open Records Act

The Board took a brief break at 12:34 p.m. The meeting was reconvened at 1:30 p.m.

13 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 8

The Board acted on remaining inmates who were docketed for jacket review consideration. The vote of the Board was recorded and is reflected on the inmates' ballots. The ballots for each inmate are available for inspection at the Administrative Office of the PPB in accordance with the Open Records Act.

14 Recess for Day

Chairman Reavis recessed the meeting at 3:07 p.m. to reconvene on Tuesday, October 13, 2026 at 9:00 a.m. at the same location.

Tuesday, October 13, 2026
9:00 a.m.

15 Reconvening of the Meeting

Chairman Reavis reconvened the October 2026 Regular Meeting of the Pardon and Parole Board at 9:00 a.m. on Tuesday, October 13, 2026.

A. Roll Call

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

16 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 8

The Board acted on remaining inmates who were docketed for jacket review consideration. The vote of the Board was recorded and is reflected on the inmates' ballots. The ballots for each inmate are available for inspection at the Administrative Office of the PPB in accordance with the Open Records Act.

17 Discussion and Possible Action for Inmates With Personal Interviews and/or Delegates

The Board continued interviews with inmates who had a personal appearance for parole consideration and any delegate who signed up to present on their behalf. The vote of the Board was recorded and is reflected on each inmate's ballot. The ballot for each inmate is available for inspection at the Administrative Office of the PPB in accordance with the Open Records Act.

The Board took a brief break at 10:20 a.m. The meeting was reconvened at 10:32 a.m.

18 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 8

The Board acted on remaining inmates who were docketed for jacket review consideration. The vote of the Board was recorded and is reflected on the inmates' ballots. The ballots for each inmate are available for inspection at the Administrative Office of the PPB in accordance with the Open Records Act.

The Board took a brief break at 11:34 a.m. The meeting was reconvened at 11:42 a.m.

19 Discussion and Possible Action on any Unfinished Business from Agenda Items 7-17

There was no unfinished business.

20 Discussion and Possible Action on any Tie Votes or Vote Changes from Agenda Items 7-17

The Board took action on inmates who had tie votes or vote changes. Any change to the prior vote of a Board member was declared and recorded on the inmate's ballot. The ballot for each inmate is available for reproduction at the Administrative Office of the PPB in accordance with the Open Records Act.

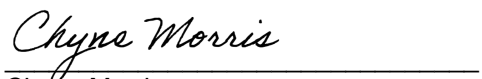
21 New Business Not Known or Which Could Not Have Been Reasonably Foreseen Before the Agenda

There was no new business.

22 Recess for Day

Chairman Reavis recessed the meeting at 12:23 p.m. to reconvene on Wednesday, October 14, 2026 at 9:00 a.m. at the same location for the clemency hearing for James Pavatt, DOC# 455677.

Respectfully Submitted,



Chyne Morris
Executive Assistant

The minutes for the Pardon and Parole Board's October 2026 Regular Meeting were approved by a majority vote on the 9th day of November 2026.