



**OKLAHOMA**  
Pardon and Parole Board

**March 2026 Regular Meeting Minutes**

Monday, March 9, 2026, 9:00 A.M.

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

**MEMBERS ABSENT:** None

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

**GUESTS:** None

<b>AGENDA ITEMS</b>
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**1 Call to Order**

*Chairman Robert Reavis called the March 2026 Regular Meeting of the Pardon and Parole Board (PPB) to order at 9:05 a.m. on Monday, March 9, 2026, at the Oklahoma Healthcare Authority Building and via Zoom.*

**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 March 5, 2026, 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.*

**2 Review, Discussion, and Approval of Minutes**

**A. February 2026 Business Meeting**

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

**B. February 2026 Regular Meeting**

*The February 2026 Parole minutes were provided to the Board for review. Richard Miller made a motion to approve the February 2026 Parole 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 reported no new changes in personnel.*

- **Field Updates**

*Field Director Leroy Long reported no updates in the field for February.*

- **Legal Updates**

*General Counsel Alejandra Brigida announced that she would provide legal updates concerning policies and procedures in separate agenda items.*

- **Director's Update**

*Executive Director Kyle Counts announced no additional agency updates.*

### **4 Discussion and Possible Action on 2026 PPB Policies & Procedures Handbook**

*General Counsel Alejandra Brigida discussed and requested approval for two Board actions::*

*(1) Approval of the 2026 Pardon and Parole Board Policies and Procedures Handbook; Kevin Buchanan motioned for approval and Richard Miller seconded; the 2026 PPB Policies & Procedures Handbook was approved by a vote of 5-0; and*

*(2) Approval of new Policy 3025 (Victim Notification); Sean Malloy motioned for approval and Richard Miller seconded; addition of Policy 3025 was approved by a vote of 5-0.*

### **5 Discussion and Possible Action on Policies and Procedures for Board Revocations**

*General Counsel Alejandra Brigida and Revocation Hearing Officer Andrea Merten discussed and presented potential revisions to the policies and procedures for Board revocations. The Board provided feedback based upon the proposed revisions, and tabled any action for consideration at a future meeting.*

### **6 Discussion and Possible Action on Pardon Applicants**

*The Board heard presentations and interviewed pardon applicants beginning at 9:16 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 10:19 a.m. The meeting was reconvened at 10:31 a.m.*

### **7 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.*

### **8 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.*

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

*The Board heard protests from District Attorneys/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 1:51 p.m. The meeting was reconvened at 2:01 p.m.*

**10 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 7**

*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.*

**11 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 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 4:00 p.m. The meeting was reconvened at 4:08 p.m.*

**12 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 7**

*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.*

**13 Recess for Day**

*Chairman Reavis recessed the meeting at 4:43 p.m. to reconvene on Tuesday, March 10, 2026, at 9:00 a.m. at the same location.*

**Tuesday, March 10, 2026  
9:00 a.m.**

**14 Reconvening of the Meeting**

*Chairman Reavis reconvened the March 2026 Regular Meeting of the Pardon and Parole Board at 9:00 a.m. on Tuesday, March 10, 2026.*

**A. Roll Call**

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

**15 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 7**

*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.*

- 16 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 10:16 a.m. The meeting was reconvened at 10:26 a.m.*

*The Board took a brief break at 11:56 a.m. The meeting was reconvened at 12:10 p.m.*

*The Board took a brief break at 2:15 p.m. The meeting was reconvened at 2:25 p.m.*

- 17 Discussion and Possible Action on Remaining Jacket Reviews from Agenda Item 7**  
*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.*

- 18 Discussion and Possible Action on Parole Revocations**  
*The Board took action on inmates who had parole revocation reviews pending. 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.*


- 19 Discussion and Possible Action on any Unfinished Business from Agenda Items 6-18**  
*There was no unfinished business.*

- 20 Discussion and Possible Action on any Tie Votes or Vote Changes from Agenda Items 6-18**  
*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 Adjournment**  
*All votes were declared final at the adjournment of the meeting on Tuesday, March 10, 2026, at 2:49 p.m.*

Respectfully Submitted,

  
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Kyle Counts  
Executive Director

The minutes for the Pardon and Parole Board's March 2026 Regular Meeting were approved by a majority vote on the 6th day of April 2026.