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PAROLE COMMISSION
Staff Meeting Minutes
Wednesday, January 8th, 2020
3099 East Washington Avenue
Madison, WI 53704

Presiding: John Tate II, Chairperson

Present: Doug Drankiewicz Danielle LaCost
 Sara Tome Oliver Buchino

The meeting began in open session at 8:40 AM.

Chairman Tate opened by inviting Commissioner Drankiewicz, Commissioner LaCost, ORA Tome and ORA Buchino to introduce themselves due to recent internal employee turnover and guests present.

Chairman Tate indicated that new Commissioners had been interviewed and a decision would be made in the near future and that four finalists included two candidates with Department of Corrections (DOC) professional experience and two candidates without DOC experience. Both Commissioner LaCost and Commissioner Drankiewicz expressed their desire for incoming commissioners to have Department of Corrections experience.

A brief discussion was held regarding what topics the new ORAs required further training on. Chairman Tate advised that two previous ORAs who still work within the DOC are willing to assist in training.

Chairman Tate advised that arrangements have been made to slow the amount of incoming paperwork to ORAs to allow for training to be conducted.

ORA Tome verified with Chairman Tate that the priorities are currently Grant processing, support letter/phone call responses and correspondence from persons in custody.

It was stated by Chairman Tate that the public hearing for the Scope Statement would be held in February.

Commissioner LaCost expressed the concerns regarding the Parole Commission which were communicated to her via institutional staff and as well as her personal concerns regarding the Commission. She also stated that Institutions are requesting at least 30 days for the "on/after" date on Parole Grants.

Legal Writs were discussed and it was communicated that there are no current ORAs who know how to process these. Commissioner LaCost stated that it may be beneficial for ORA Buchino to complete Writs since he has an interest in Political Science. It was also noted that ORA's should contact commissioners regarding information used in regards to Writs as they may have insight.

At this point, open session concluded and members of the public were asked to leave. Closed session began and the No Action case was reviewed.

Closed session concluded at approximately 10:30 AM.