

**Tony Evers**  
Governor



Mailing Address

Post Office Box 7960  
Madison, WI 53707-7960  
Telephone (608) 240-7280  
Fax (608) 240-7299  
E-Mail:

**John Tate II**  
Chairperson

## State of Wisconsin Parole Commission

ParoleCommission@Wisconsin.Gov

---

PAROLE COMMISSION  
Staff Meeting Minutes  
Wednesday, February 5, 2020  
3099 East Washington Avenue  
Madison, WI 53704

Presiding: John Tate II, Chair

Present: Doug Drankiewicz, Danielle LaCost, Sarah Tome, Oliver Buchino, Katelyn Hendricks

Guests: MOSES, WISDOM in Menomonee Falls, SIP, ACLU of Wisconsin, Ex Incarcerated People Organizing, Milwaukee MICAH, Unitarian Congregation, Forum for Understanding Prisons

The meeting began in open session at 10:00 AM.

Chairman Tate opened by introducing himself and members of the commission to the public. Discussed development of operating presumptions of the Commission, in cooperation with BOCM, and plans for distribution to the relevant institution staff. Commissioner Drankiewicz inquired as to the timeline of the process.

Chairman Tate announced the hiring of a new commissioner. Chairman Tate provided a description of the hiring process, as well as the process for onboarding the new commissioner, including attending parole hearings at maximum, medium, and minimum security facilities.

Commissioner Drankiewicz discussed scheduling March hearings, noting that he had not yet informed the institutions.

Chairman Tate provide feedback on report writing practices for commissioners to ease the process for redacting in future open-records requests.

ORAs Tome and Buchino provided an update on the status of support correspondence responses, mail and email. ORA Buchino described how they were fully caught up on responding to basic written and emailed support letters, with work continuing on more custom responses.

ORA Buchino provided an updated on responses to letters from institutions, noting that responses had not yet begun. Chairman Tate commended ORAs Tome and Buchino for their efforts and progress in addressing correspondence.

The meeting concluded at approximately 10:30am.