PAROLE COMMISSION

Staff Meeting Minutes

Wednesday, March 2nd, 2022

3099 East Washington Avenue

Madison, WI 53704

Presiding: John Tate II, Chair

Present: Doug Drankiewicz, Jennifer Kramer, Shannon Pierce, Sara Tome, Oliver Buchino

Guests: Alaina Bunger, Chris Donahoe, Elizabeth Lucas OVSP, Ashley Payne OVSP, Amanda Readman, Lisa Reid, Wendy Sisavath, Pamela Subotich

This meeting was conducted in-part through Zoom Videoconferencing due to social distancing guidelines because of the ongoing COVID-19 pandemic.

The meeting began at approximately 10:00 AM.

Chairman Tate opened by introducing himself and members of the commission.

The Chair gave an update regarding the resumption of visitation at the institutions and how it impacted parole reviews going forward.

The Chair then answered questions submitted to the public regarding Commission policy, practice, or procedure.

**Do deferral recommendations take into consideration if a person-in-custody is in a program, but less than a couple months away from completion, at the time of a parole review?**

The Commission does take the length of programming into account, so that someone is not seen for a parole review more often than necessary, especially if they are currently enrolled in their programming needs.

**Does the Parole Action include clear verbiage of what should be done “upon successful completion of the program”, so that BOCM/PRC knows what the Parole Commission’s expectations are, after program completion?**

Yes, Parole Action Summaries include language for what should be done upon successful completion of programming. This may include endorsements for things such as a future reduction in custody.

**What are the factors that the Parole Commission reviews to make the recommendation to move a person-in-custody to a minimum institution versus granting parole directly from a medium institution?**

The performance of the person-in-custody at their given custody level is considered, as some have spent their entire incarcerations in maximum custody. The Commission may fast-track risk reduction strategies based on expectations of someone's future performance. The Commission also considers whether someone can participate in those strategies at lower security levels. For instance, sex offenders/Special Bulletin Notification (SBN) individuals cannot participate in work-release.

If the Commission has repeatedly endorsed for a risk-reduction strategy, but no action has taken place by the time of a subsequent review, the Commission may proceed with the next steps in the parole process.

**Does the Parole Commission expressly recommend minimum versus minimum community custody in the Parole Action when recommending a risk level reduction?**

The Commission typically does not. Reductions in custody fall under the authority of the Bureau of Offender Classification and Movement (BOCM). The Commission will usually make the request for a reduction, but will leave the evaluation and site choice up to BOCM, based on the particular needs of the individual. The Commission may request a minimum community custody setting for exposure in cases where the individual was incarcerated at a young age.

**Assuming transition to a minimum is recommended and programs are recently completed, can a minimum community custody institution specifically be recommended by the Parole Commission expressly for the application of the program skills just learned by the person in custody?**

If the circumstances warrant it, the Commission may make such as request so the individual can meet certain needs. This would be done to maximize use of opportunities while still incarcerated in order to not re-offend upon release. Each person incarcerated has different needs, and the Commission takes these into consideration.

The next staff meeting was scheduled for Wednesday, April 6th, 2022, at 10am. Questions from the public about parole policy, practice, or procedure should be submitted by the Monday prior (4/4).

The open-session meeting concluded at approximately 10:15am.