

June 2023



SOUTH DAKOTA BOARD OF PARDONS AND PAROLES
MINUTES

Jameson Annex
1600 N Drive
Sioux Falls, SD 57104

Parole Board meetings were held on May 24th & 31st, and June 12th, 13th, 14th & 15th, 2023 in various locations in the State of South Dakota. A Full Board meeting was held on Wednesday, June 14th, commencing at 12:34 P.M. with the following present:

Present:

Myron Rau, Board Chair
Kirsten Aasen, Vice Chair
Peter Lieberman, Member
Jan Steele, Member
Patricia Meyers, Member
Vaughn Beck, Member
Charles Schroyer, Member
Kurt Hall, Member
Val McGovern, Executive Director of Board of Pardons and Paroles
Brad Lewandowski, Director of Parole
Kati Albers, Parole Admin Supervisor
Stacy Cole, Corrections Specialist
Eilish O'Toole, Corrections Analyst
Karena Cassidy, Senior Secretary
Jayden Clark, Parole Admin Intern
Georgia Will, Parole Admin Intern

Quorum Present? Yes

Absent: Board Member Ken Albers

SPECIAL GUESTS: Meredith Jones-Disciplinary Hearing Officer, Liz Effling-Corrections Specialist, Kiana Kittleson- Parole Agent, Brigette Berens- Parole Agent

AGENDA ITEMS:

APPEARED/REVIEWED BEFORE THE FULL BOARD IN SIOUX FALLS WEDNESDAY, June 14th, 2023:

The following offender's **parole hearing** was continued to August 2023.

Long Soldier, Ardon

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The following offender appeared before the full board for a Parole hearing. Board Member Aasen made a motion to grant parole, Board Member Lieberman seconded the motion. All other board members supported the motion and voted aye; the motion carried.

Thomas,Anthony

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Parole Board meetings were held on May 24th & 31st, and June 12th, 13th, 14th & 15th, 2023 in various locations in the State of South Dakota. A Full Board meeting was held on Thursday, June 15th, commencing at 8:34 A.M. with the following present:

Present:

Myron Rau, Board Chair
Kirsten Aasen, Vice Chair
Peter Lieberman, Member
Jan Steele, Member
Patricia Meyers, Member
Vaughn Beck, Member
Charles Schroyer, Member
Kurt Hall, Member
Val McGovern, Executive Director of Board of Pardons and Paroles
Brad Lewandowski, Director of Parole
Kayla Stucky, Associate Director of Parole Services
Kati Albers, Parole Admin Supervisor
Stacy Cole, Corrections Specialist
Eilish O'Toole, Corrections Analyst
Karena Cassidy, Senior Secretary
Jayden Clark, Parole Admin Intern
Georgia Will, Parole Admin Intern

Quorum Present? Yes

Absent: Board Member Ken Albers

COUNSEL PRESENT:

N/A

SPECIAL GUESTS: Nick Anderson-Case Manager, Liz Effling-Corrections Specialist, Kiana Kittleson- Parole Agent, Brigitte Berens- Parole Agent



AGENDA ITEMS:

APPEARED/REVIEWED BEFORE THE FULL BOARD IN SIOUX FALLS THURSDAY, June 15th, 2023:

The following offender appeared before the full board for a Parole hearing. Board Member Meyers made a motion to grant parole, with the Board Order to Glory House. Board Vice Chair Aasen seconded the motion. All other board members voted aye; except Board Member Lieberman, the motion carried.

Chalmers, Kristopher

The following offender appeared before Board Member Schroyer and Steele on June 14th, the two-panel board were in favor of granting parole. However, since Mr. Meyers is a full board case it was brought before the full board on June 15th. Board Member Schroyer made a motion to grant parole. Board Member Steele seconded the motion. All other board members voted aye; the motion carried.

Meyers, Israel

HEARING PANELS: Board Member Beck was present for contested hearing on June 12th virtually and June 14th he was present in person in the afternoon only. No other significant changes.

BOARD TRAINING: N/A

MINUTES: Board Member Beck made a motion to approve the minutes for the May 2023 meeting of the Board. Board Member Hall seconded the motion. All members voted aye; the motion carried.

BOARD REPORT: Director McGovern was available and updated the board on the following:

All board members now have their new badges to gain access into DOC facilities/campuses. An extra days of parole board hearings were scheduled and conducted on May 25th, 2023, Board Member Lieberman and Vice Chair Aasen reviewed approximately 69 parole violation waivers. - An extra day of parole board hearings was also scheduled on May 31st to maintain compliance with the DOC detainment policy, Board Chair Rau and Board Member Lieberman reviewed approximately 23 waivers as well as early discharge and commutation applications. We are still in a transition period when pertaining to the SIS (Supplemental Investigative Summary)/ISR (Investigative Summary Report) merge. BIT is working on this and hope to have it finalized in the next couple months. The revised SDMF coding sheet as well as the new board slips have been uploaded into COMS for statewide use. This is a revised IWP that is able to be edited within the document and has potential to be completely electronically. The board approved a modification to policy 8.1.A.10 to add verbiage to the commutation application when pertaining to the Notice to States Attorney document. The board also approved the modification 8.1.A.5 policy to update the board slip. There were 28 pardon applications received in the month of January 2024 and the current set out period is to November 2023. There are currently 48 pending clemency cases pending a decision by

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Governor Noem. Governor Noem acted on two pardon applications and fully approved them on May 30th, 2023.

Director McGovern has continued to complete validation inquiries submitted by the Department of Public Safety to ensure fidelity in NCIC entries/clears. There has also been follow up regarding renewal/updating certifications with Criminal Justice Information Services (CJIS), there is now an annual requirement of certification, parole admin staff and board members will need to remain in compliance with this expectation. Director McGovern continues to audit the Top 50 absconder warrants in NCIC to assure they are active.

Terry Cummings has officially retired from DOC, her last day was June 8th, 2023, we wish her all the best.

FIELD SERVICES REPORT: Assistant Director Kayla Stucky was available for the field report and updated the board on the following:

Open positions: 7 agent positions: 2 Sioux Falls (2 positions are posted), 3 Rapid City (2 agent positions are posted; the agent specialist position was closed and will be reposted once the agent position is filled/closed), 1 Watertown (this listing was closed due to no conditional offer being extended and the position was reopened), 1 Pierre (an Agent is currently in this position but will be resigning; position is posted); 1.5 secretary positions: Rapid City (position was closed and reopened due to no conditional offer being extended), Part-time Spearfish (not listing at this time). 1 Parole Agent Supervisor position (West Region; not listed at this time as we are focusing on hiring agent.

Bridget Berens and Kiana Kittelson started as Parole Agents in Sioux Falls. Karla Jimenez started as the SWO Parole Agent. Woodward Apgar started as the Sioux Falls Westport Office Support Staff.

Supervisor Jen Rupp (West Region) has accepted a Senior Agent position in Sioux Falls and officially transferred to her new role May 25. The West Region Supervisor has not yet been posted; staff in the West Region are currently reporting to Associate Director Stucky.

Agents in training: 6 (4 in Sioux Falls (Agent DeVries (5 months), Agent Kerr (3 months), Agent Behrens (1 month), Agent Kittelson (.5 months)), 1 in SWO (Agent Jimenez (.5 months), 2 in Rapid City (Agent Goodall (4 months), Agent Specialist Torres (2.5 months)), 1 Mitchell (Agent Warwick (2 month)), 1 Pierre (Agent Inglis (2 month).

Resignations: 3 Todd Larsen (Rapid City, effective May 24); Lanna Zimmerman (Rapid City support staff, effective May 8); Kathleen Coppe (Spearfish part-time support staff, effective May 8). Upcoming Resignations: Jess Inglis (Pierre) has submitted her resignation due to her spouse accepting a position out of state effective July 7. Terry Cummings (Parole Admin staff in Pierre) submitted her retirement effective June 8.



Supervisor Carrels is covering Watertown cases and some SWO cases due to Agent Miller covering the SWO caseload while SWO Agent Jimenez completes training. Interviews occurred for Sioux Falls agent positions, Sioux Falls Secretary position, Rapid City, Watertown, Rapid City support staff.

Kati Albers was selected as the Parole Administrative Supervisor. Chloe Sheridan (Sioux Falls) was promoted to Senior Secretary. Agent Specialist Lexi Hanson (Sioux Falls) was promoted to Defensive Tactics instructor.

POLICY REVIEW: Director McGovern discussed with the board the policies up for review. The restitution policy will be merged with other like policies, but it has been included for review/ input from the board. All of the policies up for review had been continued for approval in July 2023.

Policy 8.1.A.4 – Parole Date Review
Policy 8.1.A.8- Restitution Hearing
Policy 8.1.A.15- Suspended Sentence Status Report

Discussion:

The new 2024 board schedule was also reviewed and approved by the parole board. Board Vice Chair Aasen made a motion to approve, and Board Member Beck seconded the motion, all others voted aye, the motion carried.

The board discussed notating full board cases on the paperwork that they review for hearings and there was further discussion on the revamping of the ISR form and the progress being made.

Chair Rau informed the board that Kati Albers and Stacy Cole have been appointed as Deputy Directors, they will fill in at time in the absence of Director McGovern.

RECUSALS: N/A

ATTACHMENTS – DECISIONS: Please refer to the attached listing entitled Parole Board Actions for all parole violations, suspended sentence violations, non-compliance, discretionary parole, earned discharge, and rescission decisions made by the Board this month.

ADJOURNMENT: The meeting adjourned at 11:13 A.M. The next full board meeting is scheduled for July 12th, 2023

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BOARD OF PARDONS AND PAROLES

Myron Rau, Board Chair or Kirsten Aasen, Vice Chair

Val McGovern, Executive Director

Submitted by:
Val McGovern
Executive Director of
Board of Pardons and Paroles