



Montana Board of Pardons and Parole

1002 Hollenbeck Road, Deer Lodge, MT 59722 || 406-846-1404

Greg Gianforte, Governor
Steven K. Hurd, Board Chair

BUSINESS MEETING NOTICE

The Montana Board of Pardons and Parole will be conducting a business meeting, Deer Lodge, Montana, on Monday, September 30, 2024, at 10:00 a.m.

Present at the meeting were:

Board Members: Chair Hurd, Member Patellis, Member McElroy, Member Etchemendy.

Operations Staff: Victim/Witness Coordinator Slaughter, BOPP Institutional Screening Coordinator Peek, Chief of Staff Buckley

Not Present: Member Newman

The agenda will be as follows:

10:00 am: Proposed Policy Revision to BOPP 1.7 Public Communication:

- *Added standard disclaimer for FOIA requests.*
- *Added recommended language from DOA that mandates that all requests must identify the requestor and may not be anonymous.*

Revisions passed unanimously by Board Member vote.

10:30 am: Review of Initial ACA Audit findings with presentation of non-compliance findings to Board Members for vote to determine response or corrective action. Responses may include; 1) pursuing appeal of the finding of non-compliance, 2) a waiver request of the standard for which there was a finding of non-compliance, or 3) a corrective action plan to bring us into compliance with the standard.

- 1) Standard 2-APA-1009 – **Board Members direct that a Waiver be completed.**
- 2) Standard 2-APA-1042 – **Board Members direct plan of action be submitted.**
- 3) Standard 2-APA-1059 – **Board Members direct plan of action be submitted.**
- 4) Standard 2-APA-1114 – **Board Members direct plan of action be submitted.**

11:30 am: Questions/Discussion on any current items relating to BOPP Operations that Members or Operational staff would like to bring forward (Budget, Operations, Procedures, etc.)

- Board Member Patellis introduced a motion that all Board Members conducting hearings dress uniformly in black BOPP Polos/Dress Shirts when conducting hearings. Vote was unanimous with a 4 aye and 0 nay. Board Members requested that Policy Manual be revised to reflect that Hearing Panels will dress in uniformity in the required black Polo/Dress Shirts. Policy revisions to be submitted to Board Members by Email for review and approval.
- No budget items for discussion on this date.

11:45 am: Public Comment

- No public comment submitted on this date.

Adjourn

Please contact the Montana Board of Pardons and Parole for directions on accessing this meeting on or before 3:00 p.m., Friday, September 27, 2024.

You can contact the Board by email at mt.bopp@mt.gov or call 406-846-1404.