



State of Oklahoma
PARDON AND PAROLE BOARD

PARDON AND PAROLE BOARD
Business Meeting Minutes

Monday, May 5, 2025
9:00 a.m.

MEMBERS PRESENT: Richard Miller, Susan Stava, Sean Malloy, Robert Reavis, Kevin Buchanan

MEMBERS ABSENT: None

STAFF: Tom Bates, Jennifer Pando, Leroy Long, Kyle Counts

GUESTS: Callie Heller, Tom Hird, and Emma Rolls

I. Call To Order – Richard Miller, Chairman

The Business Meeting of the Pardon and Parole Board (PPB) was called to order at 9:33 a.m. by Chairman Richard Miller on Monday, May 5, 2025.

A. Roll Call

The members present were Richard Miller, Susan Stava, Kevin Buchanan, Sean Malloy, and Robert Reavis.

B. Assurance of Compliance with Open Meeting Act

General Counsel Kyle Counts provided assurance of compliance with the Open Meeting Act. The business meeting of the Pardon and Parole Board was convened in accordance with the Oklahoma Open Meeting Act. This meeting was preceded by an advance notice of the date, time, and place filed with the Oklahoma Secretary of State on November 12, 2024. Notice of this meeting was also given at least twenty-four (24) hours in advance of the meeting by posting notice of the date, time, virtual meeting place, and agenda of the meeting on May 1, 2025, on the Pardon and Parole Board's website, www.ok.gov/ppb. The meeting is in compliance with the Open Meeting Act.

II. Approval of Minutes

A. Discussion and Possible Action on April 2025 Business Meeting Minutes

The April 2025 Business Meeting minutes were provided to the Board for review. Robert Reavis made a motion to approve the April Business Meeting minutes, Susan Stava seconded, and Kevin Buchanan abstained. The motion was carried by a vote of 4-0.

B. Discussion and Possible Action on April 2025 Parole Meeting Minutes

The April 2025 Parole Meeting minutes were provided to the Board for review. Robert Reavis made a motion to approve the April Parole Meeting minutes, Susan Stava seconded, and Kevin Buchanan abstained. The motion was carried by a vote of 4-0.

III. Agency Updates

A. Field Updates – Leroy Long, Field Director

Mr. Long informed the Board that the field was completing the June docket. He also informed the Board that the DOC Programs Training scheduled for this hearing would be moved to June due to illness of the presenter.

B. Legal Updates – Kyle Counts, General Counsel

Mr. Counts explained that in the month of April there were a total of 16 revocations with 9 receiving their hearings, and 7 waiving their hearings.

C. Director's Update – Tom Bates, Executive Director

Director Bates reminded the Board of training taking place on June 11. He informed them that they will be hearing from the Attorney General's office and the Federal Public Defender's office.

IV. Request for Board Member Sean Malloy to Recuse from Participation in the Clemency Hearing for John F. Hanson, DOC# 128597 – Callie Heller, Tom Hird, and Emma Rolls, Attorneys for John Hanson

Pursuant to Board Policy 1006.3, counsel for John Fitzgerald Hanson, DOC #128597, made a request to the Board that Mr. Sean Malloy recuse himself from the upcoming clemency hearing taking place on May 7, 2025. The Board heard statements from Hanson's attorneys regarding an alleged conflict of interest, and Mr. Malloy disclosed the nature of the alleged conflict of interest to Hanson's counsel and the Board. Pursuant to Board Policy 1006.2(B), Mr. Malloy asked Chairman Miller to determine if recusal was justified. Chairman Miller announced he would take all relevant information into consideration and consult with the Board's General Counsel in coming to a determination regarding Mr. Malloy's participation.

V. Training: Current Programming Availability at the Department of Corrections – Stephanie Adams, DOC Programs Administrator

Postponed to June 2025.

VI. New Business Not Known or Which Could Not Have Been Reasonably Foreseen Before the Posting of the Agenda

No new business was discussed.

VII. Adjournment of the Business Meeting

The business meeting was adjourned at 9:48 a.m.

Respectfully Submitted,



Molly West
Executive Administrative Assistant

The minutes for the May 2025 Pardon and Parole Board Business Meeting were approved by a majority vote on the 9th day of June 2025.