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LAMICIA BAILEY, *Member*
SANDY SCHMITT, *Member*

KATIE FRAKER, *Executive Secretary*

NEVADA BOARD OF PAROLE COMMISSIONERS

MINUTES

Meeting of the
Board of Parole Commissioners

July 30, 2025

NOTE: The following minutes have not been approved and are subject to revision at the next meeting of the Board.

The Board of Parole Commissioners held a public meeting on July 30, 2025, beginning at 1:00 PM at the following locations:

Conference room at the central office of the Board of Parole Commissioners, located at 1677 Old Hot Springs Road, Ste. A, Carson City, NV, and video conference at the Parole Board Office, 4000 S. Eastern Avenue, Ste. 130, Las Vegas, NV.

I. Open Meeting, call to order, roll call 1:00 PM.

The meeting was called to order by Chairman DeRicco. Present in the Carson City office were Commissioner Baker, Commissioner Weisenthal, Commissioner Mellinger, and Chairman DeRicco. Present in the Las Vegas office were Commissioner Christiansen, Commissioner Bailey, and Commissioner Schmitt.

Support staff in attendance:
Kathi Baker, Executive Director
Kathleen Henri, Management Analyst III
Mary Flores, Administrative Assistant III
Joelle Campion, Administrative Assistant III

Members of the public present in Carson City included:
None.

Members of the public present in Las Vegas included:
None.

II. Public Comment. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken pursuant to subparagraph (2) of NRS 241.020.

Public comment – Carson City, NV
No public comment.

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Public comment – Las Vegas, NV
No public comment.

III. **For possible action:** Review/Approval of minutes from the June 30, 2025, Board meeting.

Motion:	**Approve the minutes of the June 30, 2025, Board meeting.**
Made:	**Commissioner Baker**
Seconded By:	**Commissioner Christiansen**
Votes in Favor:	**DeRicco, Bailey, Weisenthal, Mellinger, Christiansen, Bailey, Schmitt**
Votes Opposed:	**None**
Results:	**Motion passed**

IV. **For discussion and possible action:** The Board may discuss and take action to appoint an Executive Secretary, who is in the unclassified service of the State per NRS 213.1085.

Chairman DeRicco stated the Board has an opening for an Executive Secretary and that the announcement for the position has since opened and closed. Chairman DeRicco stated that there was one qualified applicant, Joelle Campion. He noted that she is currently employed by the Board in the Carson City office as the Administrative Assistant III. He stated that the Board has a copy of her resume and cover letter in their meeting packets. He also noted that she is present at the meeting and available to answer any questions that the Board may have. He explained that pursuant to NRS 213.1085, the Board shall appoint an Executive Secretary who is in the unclassified service of the state and that the Board shall select them based on their training, experience, capacity and interest in correctional services and the Board shall supervise the activities of the Executive Secretary. He further explained the duties of the position include preparing the agenda for Board meetings, answering correspondence from prisoners in the state prison, and sending copies of the list received from the Department of Corrections pursuant to NRS 209.254. He then opened the floor for questions and comments.

Commissioner Weisenthal stated that the commissioners in the Carson City office are familiar with Ms. Campion and her work. He further stated that she required little training in her current role and he feels that this will be a positive factor in the Executive Secretary position.

Chairman DeRicco noted that Ms. Campion currently supervises two employees, but that in the Executive Secretary role she would potentially be supervising additional employees including individuals in the file room. He asked how she felt about supervising additional employees and learning about new areas, including the file room.

Joelle Campion stated that while she was not super familiar with the file room that she was excited to learn and looking forward to taking on additional responsibilities. She further noted that she was willing to ask questions and receive criticism and hopes to be able to have open communication and good working relationships with all staff in her role.

Chairman DeRicco stated that he was impressed with her work skills and habits.

Motion:	**To appoint Joelle Campion as the Executive Secretary for the Board of Parole Commissioners.**
Made:	**Commissioner Mellinger**

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Seconded By:	**Commissioner Weisenthal**
Votes in Favor:	**DeRicco, Baker, Weisenthal, Mellinger, Christiansen, Bailey, Schmitt**
Votes Opposed:	**None**
Results:	**Motion passed**

V. **For discussion and possible action:** The Board will consider and may act on appointing a member of the Board of Parole Commissioners to serve on the Nevada Sentencing Commission.

Chairman DeRicco stated that in the meeting packet was a letter from the Department of Sentencing Policy. He stated this letter requests that a Board member be appointed to the Sentencing Commission for the next two-year term that begins on August 1, 2025, and concludes on July 31, 2027. He stated that historically this position has been designated to the Chairman but that it does not have to be. He stated in NRS 176.0133, the makeup of the commission is detailed, and section (l) of this statute indicates that one member will consist of an individual who is a representative of the State Board of Parole Commissioners appointed by the State Board of Parole Commissioners. He explained this individual will work between sessions on potential legislation and be a part of a group that will likely recommend changes in the next legislative session. He noted that meetings are held roughly every other month and are generally scheduled on Fridays.

He then opened the floor for discussion and a motion to name the individual to be appointed from the Board to this position.

There was no discussion.

Motion:	**To appoint Chairman DeRicco as the Parole Board representative to serve on the Nevada Sentencing Commission.**
Made:	**Commissioner Schmitt**
Seconded By:	**Commissioner Baker**
Votes in Favor:	**DeRicco, Baker, Weisenthal, Mellinger, Christiansen, Bailey, Schmitt**
Votes Opposed:	**None**
Results:	**Motion passed**

VI. **Public Comment.** No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken pursuant to subparagraph (2) of NRS 241.020.

Public comment – Carson City, NV
No public comment.

Public comment – Las Vegas, NV
No public comment.

VII. **For possible action**: The Board may act to adjourn the meeting.

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Motion:	**To adjourn the July 30, 2025, meeting of the Nevada Board of Parole Commissioners.**
Made:	**Commissioner Baker**
Seconded By:	**Commissioner Christiansen**
Votes in Favor:	**DeRicco, Baker, Weisenthal, Mellinger, Christiansen, Bailey, Schmitt**
Votes Opposed:	**None**
Results:	**Motion passed**

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