

JOHN BEL EDWARDS  
Governor



SHERYL M. RANATZA  
Board Chair

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# State of Louisiana

## BOARD OF PARDONS AND PAROLE

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### NOTICE AND AGENDA

#### PARDON HEARING DOCKET: July 24, 2023

The Board of Pardons will meet and conduct pardon hearings on the day of Monday, July 24, 2023. These meetings will be conducted by video conference using ZOOM. The offender will not be physically present, but will meet with the Pardon Board through video conference from their current correctional institution. Non incarcerated applicants may attend in person or by ZOOM.

If you are unable to attend the hearing and wish to know the results, please contact the Pardon Board office at (225) 342-5421 or (225)342-5422, after the date of the hearing.

Pursuant to the Public Meeting Law, the Pardon Board may go into Executive Session to discuss confidential information relative to the referenced case.

The Department of Public Safety and Corrections maintains a database for victims of crimes and if a victim wishes to do so, they can register with the department. Once registered, a victim will be notified of certain changes in the status of the convicted offender. If you are not registered and would like to be, you can contact Crime Victims Services Bureau by calling (225) 342-1056 or download a copy of the registration form from the Victim Services page on the agency website at <http://www.doc.la.gov/>.

If you do not plan to speak, and wish only to observe, you can watch the hearing live at [Youtube](#). You can also visit our website [here](#) for more information pertaining to upcoming Pardon and Parole hearings.

#### **Public Comment:**

There are several options to provide public comment regarding Pardon Hearings of interest. This can be done both prior to or during the hearing. See the process below for all options. Any public comment received will be read during the meeting, **except those provided by victims, which will be keep confidential.**

#### **Prior to the Meeting:**

- Emailing the Board, a Video and/or letter, up to 5:00 pm on the day before the hearing. All emails must be submitted to [ParoleBoard@la.gov](mailto:ParoleBoard@la.gov) and must include the offender's name and DOC number, your name and a statement.
- Mail in a letter and/or video to the Pardon Board at P.O. Box 94304, Baton Rouge, LA 70804.

#### **During the Meeting by ZOOM:**

- You must register on the morning of the hearing by signing into our ZOOM Registration meeting. The meeting ID is 986-320-2809. Registration begins at 7:15 am and ends at 8:30 am.

#### **In Person at DOC Headquarters – 703 South Blvd. Baton Rouge, LA**

- You must check in with DOC Headquarters Security PRIOR to the 8:30 am start time of the hearings.
- All visitors may be subject to security search.
- Personal items not allowed on the premises, included but are not limited to; hand bags, cell phones, pagers, weapons and/or contraband.
- Appropriate attire for hearing appearance is required.
- Children under the age of twelve should not attend.
- Please be advised, upon entering the security facility, you will not be allowed to leave and reenter.

#### **Family or supporters of incarcerated applicants are encouraged to attend at the offender's correctional housing facility.**

- You must contact the facility in advance of the hearing date for information on how to attend.

**For specific docket info - please refer to the Board's webpage at [www.doc.la.gov](http://www.doc.la.gov)**

*For questions or if special accommodations are needed, please email [ParoleBoard@la.gov](mailto:ParoleBoard@la.gov)  
or call the Board office at 225-342-6622.*



**NOTICE AND AGENDA  
LOUISIANA BOARD OF PARDONS  
REGULAR MEETING  
Monday, July 24, 2023  
8:30 am**

The Louisiana Board of Pardons will meet on Monday, July 24, 2023, in the Pardon Board hearing room located at 703 South Boulevard, Baton Rouge, Louisiana 70802, through video conference using ZOOM and live streamed on YouTube at 8:30 am. Please see the above agenda for meeting ID#.

**Please silence your cell phones before entering the meeting.**

1. Call to Order
2. Roll Call
3. Public Comment (allowed on request before any action item)
4. Regular Business
  - Review and Approval of Minutes, Monday, June 12, 2023 Regular Meeting
  - Consideration of applications for clemency (see docket at [doc.la.gov](http://doc.la.gov))
  - Administrative review of clemency applications
5. New Business
  - Consideration of Waivers:  
Board Policy 02-203, Section B.3).c and d; and Section E
6. Adjournment

The Board may convene an Executive Session at any time to discuss information that is confidential and not subject to public disclosure.

*If special accommodations are needed, please visit [DOC.LA.GOV](http://DOC.LA.GOV) for Board contact information.  
Contact person: Whitney Troxclair at 225-342-5421*



**LOUISIANA  
BOARD OF PARDONS & PAROLE**

**Number: 02-203-POL  
Date: March 20, 2021  
Page: 1 of 3**

**BOARD POLICY**

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**SUBJECT: ELIGIBILITY FOR CLEMENCY CONSIDERATION**

**PURPOSE:** To describe the eligibility requirements for clemency consideration

**AUTHORITY:** LAC Title 22, Part 5, Chapter 1; La. R.S. 15:572

**REFERENCE:** ACA Standard 2-1011

**DEFINITIONS:**

Violent Offense: a conviction for any offense as defined in La.R.S.14:2(B).

Sex Offense: a conviction for any offense as defined in La.R.S.15:541.

**POLICY:**

It is the policy of the Louisiana Board of Pardons (Board) that it may consider individuals for a recommendation of clemency to the Governor based on the eligibility requirements set forth in this policy.

**PROCEDURES:**

**A. Eligibility**

- 1) **Pardon** - A person may not apply for a pardon if the applicant has any outstanding detainers, or any pecuniary penalties or liabilities, which total more than \$1,000 and result from any criminal conviction or traffic infraction. In addition, no person is eligible to apply for pardon unless the applicant has paid all court costs, which were imposed in connection with the conviction of the crime for which pardon is requested.
- 2) **Commutation of Sentence** - A person may not be considered for a commutation of sentence unless he or she has been granted a hearing by the Pardon Board and has had his or her case placed upon a Pardon Board agenda.

- 3) **Remission of Fines and Forfeitures** - A person may not apply for a remission of fines and forfeitures unless he or she has completed all sentences imposed and all conditions of supervision have expired or been completed, including, but not limited to, parole, and /or probation.
- 4) **Specific Authority to Own, Possess, or Use Firearms** - A person may not apply for the specific authority to own, possess, or use firearms unless he or she has completed all sentences imposed for the applicant's most recent felony conviction and all conditions of supervision imposed for the applicant's most recent felony conviction have expired or been completed, including, but not limited to, parole, probation, and conditional release, for a period of five years. The applicant may not have any outstanding detainers, or any pecuniary penalties or liabilities which total more than \$1,000 and result from any criminal conviction or traffic infraction. In addition, the applicant may not have any outstanding victim restitution, including, but not limited to, restitution pursuant to a court or civil judgment or by order of the Committee on Parole.
- 5) **First Offender Pardon - Automatic** - On the day that an individual completes his sentence, the Division of Probation and Parole, after verifying that the individual is a first offender and has completed his sentence shall issue a certificate recognizing and proclaiming that the petitioner granted, the individual shall not be entitled to receive another automatic pardon.

**B. Applications**

All applications must be submitted in accordance with Board Policy 02-205-POL, "Application Filing Procedures".

**C. Incarcerated Applicants or Applicants Under Supervision of the Louisiana Department of Public Safety and Corrections**

- 1) An executive pardon shall not be considered for an offender while in prison, except when exceptional circumstances exist.
- 2) An incarcerated offender who is serving a sentence for a non-violent or non-sex offense may request a commutation of sentence:
  - a. At any time; and
  - b. Must have been disciplinary report free for a period of at least 24 months prior to the date of the application or at the time of the hearing (if a hearing is granted); and
  - c. Must not be classified to a maximum custody status at the time of the application or at the time of the hearing (if a hearing is granted); and
  - d. Must possess a marketable job skill, either through previous employment history or through successful completion of vocational training while incarcerated, unless deemed unable to work due to medical or mental health condition.

- 3) An incarcerated offender who is not serving a life sentence, but who is serving a sentence for a violent offense as defined in R.S. 14:2(B) or a sex offense as defined in R.S. 15:541, may request a commutation of sentence.
  - a. After having served a minimum of 10 years;
  - b. Must have been disciplinary report free for a period of at least 24 months prior to the date of the application or at the time of the hearing (if a hearing is granted); and
  - c. Must not be classified to a maximum custody status at the time of the application or at the time of the hearing (if a hearing is granted); and
  - d. Must possess a marketable job skill, either through previous employment history or through successful completion of vocational training while incarcerated.

#### **D. Life Sentences**

Life Sentences. An offender sentenced to life may not apply until he has served 15 years from the date of sentence, unless he has sufficient evidence which would have caused him to have been found not guilty. The 15 years shall include periods of time prior to the imposition of the sentence in which the defendant was in actual custody for the offense for which he was sentenced to life imprisonment. The offender must also meet the criteria stated in Subparagraphs C.3.a-d of this Section.

#### **E. Capital Cases**

Any offender sentenced to death may submit an application within one year from the date of the direct appeal denial. See also Board Policy 02-207-POL, "Capital Cases."

**SHERYL M. RANATZA, CHAIRMAN**

*\*Signature on file*

*This policy replaces and supersedes Board Policy 02-203-POL, "Eligibility for Clemency Consideration" dated December 20, 2018.*

**Louisiana Board of Pardons  
Meeting Minutes**

Date: **Monday, June 12, 2023**

Recorded by: **Karla Williams**

**1. Call to Order**

- a. The Chair called the meeting to order at **8:43 AM**.

**2. Roll Call**

- Roll call was done with 5 Member(s) present. A quorum was declared.

- |   |  |
|---|--|
| <input type="checkbox"/> Chair – Sheryl Ranatza                 | <input checked="" type="checkbox"/> Pete Fremin  |
| <input checked="" type="checkbox"/> Vice Chair - Tony Marabella | <input checked="" type="checkbox"/> Alvin Roche' |
| <input checked="" type="checkbox"/> Bonnie Jackson              |  |

Staff members present:

|                 |      |      |
|-----------------|------|------|
| Karla Williams  | ---- | ---- |
| Sharel Favorite | ---- | ---- |
| Sharee Owens    | ---- | ---- |

- 3. Public Comment** was allowed on request before any action item.

**4. Regular Business:**

- a. The minutes from the **June 5, 2023** meeting were reviewed.
- i. Motion was made by **Mr. Roche'**, seconded by **Mrs. Jackson** to accept the minutes without any corrections. Without objection, the motion passed unanimously.
- b. Clemency hearings: The Board conducted **10** hearings.
- c. Administrative review of clemency applications: The Board reviewed and considered **22** applications for clemency.

**5. Adjournment:**

- a. There being no further business, the meeting was adjourned on motion by **Mr. Marabella** at **5:33 PM**.

*Whitney Troxclair*  
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Whitney Troxclair, Administrative Program Manager

Louisiana Board of Pardons  
 Department of Corrections Headquarters  
 Monday, June 12, 2023

1. Meeting call to order/roll call at: 8:43 AM  
 By: Chair Anthony Marabella

| Louisiana Board of Pardons: Board Members | Present                             | Absent                              |
|---|-------------------------------------|-------------------------------------|
| Chair - Sheryl M. Ranatza                 | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Vice-Chair - Anthony Marabella            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Alvin Roche' Jr.                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Bonnie Jackson                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Pete Fremin                               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |

| Exec. Session<br>Time Out | Motion By:            | Seconded By:          | Time Back in<br>Reg. Session |
|---------------------------|-----------------------|-----------------------|------------------------------|
| <b>8:58 A.M.</b>          | <b>Bonnie Jackson</b> | <b>Pete Fremin</b>    | <b>9:02 A.M.</b>             |
| <b>10:55 A.M.</b>         | <b>Bonnie Jackson</b> | <b>Alvin Roche'</b>   | <b>11:05 A.M.</b>            |
| <b>12:01 P.M.</b>         | <b>Alvin Roche'</b>   | <b>Bonnie Jackson</b> | <b>12:06 P.M.</b>            |
|                           |                       |                       |                              |
|                           |                       |                       |                              |
|                           |                       |                       |                              |
|                           |                       |                       |                              |
|                           |                       |                       |                              |
| Break                     | Motion By:            | Seconded By:          | Time Back                    |
|                           |                       |                       |                              |
|                           |                       |                       |                              |
|                           |                       |                       |                              |
|                           |                       |                       |                              |

2. Regular Business:
- a.) Approval of Minutes from Monday, June 05, 2023 Hearing  
 Approved by **Mr. Roche'** and seconded by **Mrs. Jackson**
  - b.) Administrative Docket:  
22 cases reviewed
  - c.) Pardon Docket:  
10 cases heard

3. Adjourn:  
 Motion Made by: Mr. Marabella  
 Time adjourned: 5:33 PM

**BOARD OF PARDONS**

Meeting date: 01/12/23

**MOTION FOR EXECUTIVE SESSION:**

I move that the Board go into Executive Session, the purpose of which is to discuss information contained in the record of each case on the morning/afternoon docket that is confidential and not subject to public disclosure.

Motion made by: Bonnie Jackson

Seconded by: Pete Fremin

**ROLL CALL VOTE:**

**YES NO**

- MRS. JACKSON
- MR. MARABELLA
- MRS. RANATZA
- MR. ROCHE'
- MR. FREMIN

The motion is:

**APPROVED REJECTED**

Time Out: 8:58 A.M.  
Time Back: 9:02 A.M.

Karla Williams  
s/Recording Secretary



**BOARD OF PARDONS**

Meeting date: 6/12/23

**MOTION FOR EXECUTIVE SESSION:**

I move that the Board go into Executive Session, the purpose of which is to discuss information contained in the record of each case on the morning/afternoon docket that is confidential and not subject to public disclosure.

Motion made by: Bonnie Jackson  
Seconded by: Alvin Roche

**ROLL CALL VOTE:**

- | YES                                 | NO                       |               |
|-------------------------------------|--------------------------|---------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MRS. JACKSON  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MR. MARABELLA |
| <input type="checkbox"/>            | <input type="checkbox"/> | MRS. RANATZA  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MR. ROCHE'    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MR. FREMIN    |

The motion is:

**APPROVED      REJECTED**

Time Out: 10:55 A.M.  
Time Back: 11:05 A.M.

Kavley Williams  
s/Recording Secretary

**BOARD OF PARDONS**

Meeting date: 6/12/23

**MOTION FOR EXECUTIVE SESSION:**

I move that the Board go into Executive Session, the purpose of which is to discuss information contained in the record of each case on the morning/afternoon docket that is confidential and not subject to public disclosure.

Motion made by: Alvin Roche'  
Seconded by: Bonnie Jackson

**ROLL CALL VOTE:**

- | YES                                 | NO                       |               |
|-------------------------------------|--------------------------|---------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MRS. JACKSON  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MR. MARABELLA |
| <input type="checkbox"/>            | <input type="checkbox"/> | MRS. RANATZA  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MR. ROCHE'    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MR. FREMIN    |

The motion is:

**APPROVED      REJECTED**

Time Out: 12:01 PM  
Time Back: 12:06 P.M.

Karla Williams  
s/Recording Secretary