

**Ventura County  
Board of Parole Commissioners  
MINUTES**

**March 20, 2024**

**NEXT MEETING:**

January 14, 2025  
2:00 p.m.-3:00 p.m.

**Members Present:** Steven Jenkins (Parole Advisor), Tim Dowler (Parole Commissioner), Dr. Marlene Batista (Court Appointed Community Member)

Absent: None

**Other meeting attendees:** Dolores Barnett (Probation), Michael Kitchen (Probation)

Discussion/Conclusions	Recommendations/Actions	Responsible
<b>1. Call to Order</b> Tim Dowler called the meeting to order at 3:00 p.m.		
<b>2. Public Comments for items not on the agenda</b> <ul style="list-style-type: none"><li>None heard. None received telephonically or via email.</li></ul>		
<b>3. Review and Approve Meeting Minutes from May 3<sup>rd</sup>, 2018.</b> Steven Jenkins motioned to approve the May 3 <sup>rd</sup> , 2018 meeting minutes, Dr. Marlene Batista second the motion. All in favor; minutes approved.		
<b>4. Discuss Eligible and Suitable Applicants (provided by Parole Advisor)</b> Steven Jenkins stated that there are no applicants at this time.		
<b>5. Roundtable</b> <ul style="list-style-type: none"><li>Steven Jenkins announced that they received a PRA from a law firm and will need to respond by 3/22/24. Steven explained that they requested the names of commissioners, and meeting minutes since 2021 as well as any parole applications.</li><li>Tim Dowler stated that the board can always meet before the next meeting if there is an applicant. The board agreed that unless there is a new applicant to discuss, the next meeting will be scheduled for January of 2025.</li></ul>		
<b>6. Adjourned – Meeting adjourned at 3:04 p.m.</b>		