

BOARD OF PARDONS & COMMITTEE ON PAROLE STATE OF LOUISIANA

JEFF M. LANDRY
GOVERNOR



SHERYL M. RANATZA
BOARD CHAIR

NOTICE AND AGENDA

The Committee on Parole is scheduled to convene and conduct parole hearings during the week of _____ via Zoom video conferencing. Offenders will not be physically present at the hearing location; rather, they will participate remotely via video from their respective correctional facilities.

The virtual waiting room will open at 7:30 a.m. Individuals wishing to attend in person are advised to arrive at the Department of Public Safety & Corrections Headquarters prior to the commencement of hearings at 9:00 a.m.

Individuals unable to attend the hearing who wish to obtain the outcome may contact Committee on Parole staff at (225) 342-9191 or (225) 342-6622 after the hearing concludes.

In accordance with Louisiana's Open Meetings Law, the parole panel may convene an executive session to discuss confidential matters pertaining to the referenced case.

Members of the public may participate in the hearing via Zoom Video Conferencing using a PC, Mac, Linux, iOS, or Android device, or by telephone. Individuals who do not wish to provide public comment and only wish to observe the proceedings may view the hearings live on the Louisiana Board of Pardons and Parole YouTube channel.

The Department of Public Safety & Corrections maintains a database of crime victims and provides individuals the opportunity to register to receive notifications regarding an offender's status. Victims who are not currently registered and wish to register may contact the Louisiana Victim Outreach Program at (225) 342-1056 or obtain a registration form through the Victim Services section of the agency's website.

Public Comment

Public comments may be submitted either prior to or during the hearing. The procedures for submitting comments are outlined below. All public comments may be read aloud during the hearing; however, comments submitted by victims will remain confidential.

Before the Meeting

- **Email submissions:** Emails must be received by 4:30 p.m. on the day before the scheduled hearing. All correspondence should be sent to Paroleboard@la.gov and must include the offender's name and DOC number. Individuals who plan to attend or wish to speak during the hearing should indicate this in their email.
- **Mail submissions:** Documents may be mailed to the following address:

**Committee on Parole
P.O. Box 94304
Baton Rouge, LA 70804**

Hearing Day Procedures

- **Participation via Zoom:** Individuals wishing to participate through Zoom must register with Committee on Parole staff between 7:30 a.m. and 8:30 a.m. The meeting ID for the virtual waiting room is **986-320-2809**.
- **Participation by telephone:** Individuals wishing to participate by telephone must call **(669) 900-6833** or **(646) 876-9923** prior to the start of the hearing and enter the meeting ID **986-320-2809** when prompted.