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## **STATE OF UTAH**

### **BOARD OF PARDONS AND PAROLE**

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#### **Utah Board of Pardons and Parole Outlines Commutation Process for Ralph Menzies' Scheduled Execution**

**July 22, 2025 – SALT LAKE CITY** – The Utah Board of Pardons and Parole announces the formal procedures for the commutation petition and subsequent process for death-row inmate Ralph Menzies, whose execution is scheduled for Sept. 5, 2025.

Jennifer Yim, Board Administrator, outlined the steps and timeline in considering a petition for commutation. The steps of the process include: the defense team filing the petition, the State filing a response, reviewing the petition and response, granting or denying a hearing, if granted - conducting a hearing, and making the decision to grant or deny the commutation.

According to Utah statute, after a judge issues a death warrant in a death penalty case, the petitioner has seven days to file a commutation petition to the Board of Pardons and Parole [Utah Code R671-312B-3(1)]. In Mr. Menzies' case, the petition was received by the Board on July 16. The State has seven days to respond, which will be July 23 [Utah Code R671-312B-3(4)]. The Board will then review the petition and response to determine whether there are genuine issues that should be addressed through the hearing process.

Administrator Yim explained, "Based on the statutes in place at the time of Mr. Menzies' conviction, the Board has broad discretion in determining whether to grant a commutation hearing."

Once the Board has concluded its review of the petition, members will vote to either conduct a hearing or deny the commutation petition without a hearing. This decision will be announced by the Board and posted on its website: [bop.utah.gov](http://bop.utah.gov).

If a hearing is granted, the petitioner may present testimony and provide supporting arguments concerning the issues raised in a given petition. The State may also present testimony and provide argument against the petition. Victims will also be given an opportunity to be heard at the hearing.

The hearing will occur before the full Board at the Utah State Correctional Facility in Salt Lake City. Notice of the hearing will be posted on [bop.utah.gov](http://bop.utah.gov) as well as the State of Utah Public Meeting and Notice website. After the hearing concludes, the Board will determine by majority decision whether to grant or deny the commutation petition. The decision will be announced by the Board and posted on its website: [bop.utah.gov](http://bop.utah.gov).

The Board will take the time it needs to reach a decision. While there is no required timeline for making the decision, it must be made before Sept. 5, 2025.

The Utah Board of Pardons and Parole is an independent body established by the Utah Constitution. The Board plays a critical role in the State's criminal justice administration, making fair and informed decisions on parole-related matters, thereby contributing to public safety and offender rehabilitation. For more information, visit [bop.utah.gov](http://bop.utah.gov).