



**MINUTES OF THE
ARKANSAS PAROLE BOARD
JANUARY 30, 2020
9:00 A.M.
APB BOARDROOM**

Board Members Present:

John Felts, Chairman, APB
Andy Shock, Vice Chairman, APB
Lona McCastlain, Secretary, APB
Abraham Carpenter, Commissioner, APB
Jerry Riley, Commissioner, APB
Wendy Ryals, Commissioner, APB
Boyce Hamlet, Commissioner, APB

Others Present:

Brooke D. Cummings, Executive Administrator, APB
Carol Bohannon, Hearing Judge, APB
Lisa Wilkins, Hearing Judge, APB
Evelyn Gomez, Hearing Judge, APB
Hollie Wellborn, Executive Assistant to the Chairman, APB
Christie Goldman, Business Operations Manager, APB
William T. Bowman, II, Systems Coordination Analyst, APB
Scott Howard, Investigator, APB
Tamara Salaam, Administrative Support Supervisor, APB
Barry Bealer, Assistant Area Manager, Institutional Release Services, ACC
Joe West, Assistant Attorney General, Attorney General's Office

Minutes Prepared by: Hollie Wellborn, Executive Assistant to the Chairman

Call to Order

Chairman Felts called the Board meeting to order at 9:00 a.m. A quorum was declared. Chairman Felts introduced the Parole Board's newest Commissioner, Mr. Boyce Hamlet.

Approval of Minutes – January 16, 2020

Vice-Chairman Shock moved for approval of the minutes. Commissioner Carpenter seconded the motion. The minutes were approved as presented.

A copy of the minutes was included in each board member's packet for review.

Review of Population Reports

Chairman Felts reviewed the population reports starting with the ADC report. He said that ADC is at or over capacity with the exception of Work Release. Chairman Felts said that Work Release is typically at 97-98% capacity. The backup this morning was at 1,286. The report showed an in count of 17,812. There were 19 at the Ouachita Unit Hospital, 10 at other hospitals, 2 out on furlough, and 105 out to court. This gives a jurisdictional count of 17,948. Chairman Felts stated that the Board of Corrections is about 30 days away from invoking a new 90-day EPA. It will be coming up around the end of February.

Chairman Felts then reviewed the population report for ACC. The county jail backup including males and females has a combined total of 269. This gives ACC a combined total of 2,250. The report shows that 2 are out to court showing a jurisdictional count of 2,252.

Chairman Felts ended the review of the population reports by reviewing the Statewide Field Operations report for the month of December. Chairman Felts noted that there were 33,667 on Regular Probation. Specialty Court was at 2,165, Parole was 25,661, Boot Camp was 35, and the Act 539s count was 22. Chairman Felts noted that as of last week there are now 23 Act 539s on supervision. This gives a combined total of 61,550 persons under supervision.

Attorney General's Report

Assistant Attorney General Joe West advised the Board that they received an order to dismiss for one of the open Parole Board cases bringing the number of pending actions to 11. All 11 are fully briefed and are awaiting the decision from the respective circuit judges in those cases.

There were no questions regarding the Attorney General's report.

Fiscal Report Update

Ms. Christie Goldman, Business Operations Manager, APB updated the Board on the Fiscal Report. Ms. Goldman reported that effective July 1, 2019, the Agency received funding of \$295,211 for Maintenance & Operations and Conference & Travel for fiscal year 2020. As of December 31, 2019, we've expensed \$120,325.95 (41%). At this time last year, the Board had exhausted 46% of the operating expense budget.

Chairman Felts asked Ms. Goldman if they have paid for the ACA Audit yet. Ms. Goldman advised him and the Board that they have not paid yet. Chairman Felts then asked when the audit will take place. Ms. Brooke Cummings, Executive Administrator, APB, told the Chairman and the rest of the Board that it should take place in mid-July. She said the conference will either be in August or January 2021.

Secretary Lona McCastlain asked Ms. Goldman if the dues were paid for the APAI Conference. Ms. Goldman told Secretary McCastlain and the rest of the Board that everything has been taken care of. The only thing she has to do is take care of the travel and hotel rooms.

A copy of the fiscal report was included in each board member's packet for review.

Hearing Judge's Report

Ms. Brooke Cummings, Executive Administrator, APB, updated the Board on revocation hearings conducted throughout the month of December 2019. Ms. Cummings reported to the Board that there was a total of 450 actions. That number includes 95 administrative revocations that did not require a hearing. Those are individuals that received new time. They do not have to hold a hearing on those. She said the office notifies them and sends them a sentencing order, and they administratively revoke those individuals. There were 303 waivers, and 45 additional revocations to ADC.

A copy of the hearing judge report was included in each board member's packet for review.

Agency Updates

Ms. Cummings gave a follow up on the Control Self-Assessment that will be coming up in March. She said it is due every even calendar year. She said between that time and now they always suggest possible new risks or measures. She said they then they have to go in and review those to see if they are applicable to our agency.

Ms. Cummings said that she sent a PowerPoint of the Annual Report out for review. She said she will be submitting it this afternoon. If there are any questions please let her know.

There were no comments or questions regarding the agency updates.

Old Business

There was nothing to report regarding old business.

New Business

Chairman Felts told the Board that there will be a meeting next Wednesday with Ms. Joyce Taylor, ADC, for training regarding the inmate kiosk.

There were no comments or questions regarding new business.

Files for Review

A copy of the files for review was included in each board member's packet for review.

Adoption of Recommendations

Secretary McCastlain moved to adopt the recommendations of the Board for the units as listed on the attached ratification list. Commissioner Carpenter seconded the motion. The motion passed, and the recommendations became the official vote of the Parole Board.

Other Discussion

Mr. Barry Bealer, Assistant Area Manager, Institutional Release Services, ACC, said they are still waiting to do interviews for the Texarkana IRO position.

Mr. William Bowman, Systems Coordination Analyst, APB, mentioned to the Board that with the inmate kiosk the inmates will be able to sign their Order of Conditional Release. He said that will be part of the build that he spoke to Marquis about along with locking down the voting screen after finalization. You will not be able to change anything without an admin override. Chairman Felts asked Mr. Bowman if the Offline App was still being worked on. Mr. Bowman stated that the Offline App is built, and we are more than welcome to use it when need be.

Adjournment

The meeting adjourned at 9:28 a.m.

The next Board meeting will be held on Thursday, February 13, 2020 at 9:00 a.m.

Signature on file

John Felts
Chairman

Signature on file

Lona McCastlain
Secretary

**ARKANSAS PAROLE BOARD
FULL BOARD RATIFICATION OF VOTES**

January 2020

UNITS:

RATIFIED (X)

R.L. Williams/SEC



Pine Bluff/Ester



Grimes



East Arkansas



Mississippi Co. W/R/NEACC



Varner



Ouachita



**Other: Pardons, Commutations, Transfer Screenings, ACT 290s,
700s, Reconsiderations, Revocation Appeals, Rescinds,
Special Conditions, EPAs, Etc.**



Motion By: Secretary McCastlain Seconded by: Commissioner Carpenter

Ratification Date: January 30, 2020