



**MINUTES OF THE  
ARKANSAS PAROLE BOARD  
January 26, 2017  
9:00 A.M.  
APB BOARDROOM**

**Board Members Present:**

John Felts, Chairman  
Dawne Vandiver, Vice Chairman  
Andy Shock, Secretary  
Abraham Carpenter, Commissioner  
John Belken, Commissioner  
Jerry Riley, Commissioner

**Excused with Valid Reason(s):**

Carol Bohannon, Hearing Judge/Attorney, APB  
Lisa Wilkins, Hearing Judge/Attorney, APB  
Evelyn Gomez, Hearing Judge/Attorney, APB  
Solomon Graves, Public Information Officer, ADC  
Jerry Bradshaw, Deputy Director of Parole and Probation Services, ACC

**Others Present:**

Brooke Cummings, Executive Administrator, APB  
Janice Horton, Business Operations Manager, APB  
Kelly Knuckles, Executive Assistant to the Chairman, APB  
Scott Howard, Investigator, APB  
Kenya Woods, Victim Input Coordinator, APB  
Tamara Salaam, Administrative Support Supervisor, APB  
Lois Hansberry, Administrative Support Supervisor, APB  
William T. Bowman, II, Computer Support Analyst, APB  
Shirley Ellingburg, Area Manager, Institutional Release Services, ACC  
Cindy Richardson, Assistant Director of Parole and Probation Services, ACC  
Nga Mahfouz, Assistant Attorney General, Attorney General's Office

### **Call to Order**

Chairman Felts called the board meeting to order at 9:00 a.m. A quorum was declared.

### **Approval of Minutes – January 12, 2017**

Vice Chairman Vandiver moved for approval of the minutes. Secretary Shock seconded the motion. The minutes were approved as presented.

### **Report Updates**

Chairman Felts reported that there are 17,719 inmates incarcerated in the Arkansas Department of Correction (ADC). There are currently 1,091 men and women on the ADC County Jail Back-up list. Chairman Felts stated there has been some reduction in the county jail back-up recently. Chairman Felts stated the Board of Corrections will invoke the 90 day EPA on February 22, 2017.

In reviewing of the Arkansas Community Correction (ACC) Center Jurisdictional Population, Chairman Felts stated there are a total 1,508 offenders in ACC Centers. The total ACC capacity is 1,603. This includes those in all ACC Centers including RCFs, Omega, SW AR CCC, and those offenders on ACC's back-up list. Their Statewide Field Operations report reflects 28,546 on probation, 2,742 out to drug court/specialty court, 325 boot camp releases (including inactive cases) and 24,157 on parole, for a combined total of 55,770 under supervision.

There were no further questions or comments regarding the report updates at this time.

### **Attorney General's Report**

Ms. Nga Mahfouz, Assistant Attorney General, stated she did not have any updates for the Board at this time.

There were no questions or comments regarding the AG's report.

### **Fiscal Report Update**

Ms. Janice Horton, Business Operations Manager, reported that the Board, as of October 31, 2016, has expended 38% of its annual travel, maintenance, and operations budget. There is an attachment included in the board packets for review. Ms. Horton further stated that last year at this time we were at 50% of the maintenance, operations and travel budget.

There were no further questions or comments regarding the Fiscal report.

### **Hearing Judge's Report**

Ms. Brooke Cummings, Executive Administrator, updated the Board on revocation hearings conducted throughout the past month. A copy of the report was included in each board member's file for review.

There were no comments or questions regarding the Hearing Judge Report.

### **Agency Updates**

Ms. Brooke Cummings, Executive Administrator, mentioned to the Board that the Annual Report is now updated and on the website. Ms. Cummings stated that if the board members would like a printed copy she will provide that to them for their review.

Chairman Felts stated that Ms. Cummings has worked really hard on updating the report. Mr. Felts further stated that Ms. Cummings has done an excellent job on getting this completed.

Ms. Cummings asked that Mr. William Bowman, Computer Support Analyst, update the Board on the video conferencing system that will be installed at the Board for a trial run. The system is being tested by Arkansas Community Correction prior to testing it here at the Parole Board. Mr. Bowman asked that the Board join him for a demonstration this morning following the board meeting. The demonstration will be held in the Video Conference room at 10 a.m. for all Commissioners to take a look at the system and how it will work.

Mr. Felts invited the Commissioners and Parole Board staff to a luncheon in the boardroom today. The Parole Board will gather in honor of Ms. Lois Hansberry, Administrative Support Supervisor, who will be leaving the Board the first week of February. Ms. Hansberry will be missed by all and the Board wishes her much happiness in her new endeavor.

There were no further Agency Updates to be discussed at this time.

### **Old Business**

There were no further comments or questions regarding Old Business.

### **New Business**

Vice-Chairman Vandiver asked Chairman Felts if there were any updates from the Legislative Session that the Board needed to be updated on.

Chairman Felts asked Ms. Cummings to update the Board on the Bill that was being introduced. Ms. Cummings informed Vice-Chairman Vandiver that the Bill that the Board worked with the Council of State Governments has been introduced. There are amendments being added daily to the Bill and when that Bill is completed the Board will review the Bill in its entirety. Ms. Cummings informed the Board that should any board member be interested in reviewing the Bill at its current state, please contact Chairman Felts or her and a draft copy will be provided.

There were no further comments or questions regarding New Business.

### **Files for Review**

There were no questions or concerns regarding the Files for Review.

### **Adoption of Recommendations**

Secretary Shock moved to adopt the recommendations. Commissioner Carpenter seconded the motion. The motion passed.

**Adjournment**

The meeting adjourned at 9:30 a.m.

The next Board meeting will be held on Thursday, February 9<sup>th</sup> at 9:00 a.m.

***Signature on File***

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**John Felts**  
**Chairman**

***Signature on File***

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**Andy Shock**  
**Secretary**

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

**January 2017**

**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 Shock**

**Seconded by: Commissioner Carpenter**

**Ratification Date: January 26, 2017**