



**MINUTES
OF THE ARKANSAS BOARD OF PAROLE MEETING
January 27, 2011**

**ABP Board Room,
105 W. Capitol, Suite 500
Little Rock, Arkansas 72201**

MEMBERS PRESENT:

**Abraham Carpenter, Jr., Vice-Chairman
Richard L. Mays, Jr., Secretary/Commissioner
John Felts, Commissioner
Joseph Peacock, Commissioner
Jimmy Wallace, Commissioner**

HEARING EXMAINERS:

**James L. Williams, II, Attorney
Ashley Vailes, Attorney**

**EXCUSED /
WITH VALID REASONS:**

**Leroy Brownlee, Chairman
Carolyn Robinson, Commissioner
Carol V. Bohannan, Attorney**

MINUTES PREPARED BY: Lois Jean Hansberry, Administrative Support Supervisor

OTHERS PRESENT

Dan Roberts, Deputy Director, Department of Community Correction (DCC)
Rick Hart, Deputy Director, Department of Community Correction (DCC)
Jeff Tillman, Assistant Director, Department of Community Correction (DCC)
Steve Arnold, Assistant Director, Department of Community Correction (DCC)
Rhonda Sharp, Public Relations, Department of Community Correction (DCC)
Shirley Ellingburg, Area Manager, Institutional Release Services (DCC)
Meredith Rebsamen, Assistant Attorney General, Attorney General's (AG's) Office
Solomon Graves, Administrative Service Manager, (ABP)
Norma Gillerson, Fiscal Support Supervisor, (ABP)
Lois Jean Hansberry, Administrative Support Supervisor, Revocation (ABP)
Tamara Salaam, Administrative Support Supervisor, Pre-Release Services (ABP)

Called to Order

Vice-Chairman Carpenter called the meeting to order at 9:30 a.m. A quorum was declared, and a moment of silence observed.

Approval of January 13, 2011 Minutes

Commissioner Felts moved.

Commissioner Mays seconded. Motion carried.

Overview of Population Reports

Vice-Chairman Carpenter gave an overview of the population reports. From Report #1 it was noted there are 16,282 inmates currently in the Arkansas Department of Correction (ADC) with an additional 1,667 male inmates waiting in the County Jails for transport to ADC.

Attorney General's Office

Ms. Meredith Rebsamen stated there is nothing new to report.

Fiscal Report

Ms. Norma Gillerson, gave the 2nd quarter financial overview, she stated that we have expended 55% of the total budget. Ms. Gillerson also stated the new tags for the commissioners' state vehicles are available for pick-up and place on their vehicles.

Hearing Examiner's Report

Attorney Williams presented Ms. Carol Bohannan's report due to her absence. Their reports for the month of January are:

- Ms. Bohannan conducted 15 revocation hearings
- Mr. Williams conducted 21 revocation hearings
- Ms. Vailes conducted 29 revocation hearings

Old Business

Solomon Graves gave the following report to the Board:

- A separate public hearing will be held at 10:30 a.m. today, regarding the policy on Act 679 - Conditions of Release.
- The Board was directed to the updated FY11 statistical report on hearings, parole granted, revocation hearings, waivers, and other Board actions.
- There will be another Ohio Risk Assessment (ORAS) meeting this afternoon, and Mr. Graves will report on the meeting during the February 10th Board Meeting.
- The American Correctional Association (ACA) will pick-up in the coming weeks and there will be a full report given at the next Board meeting. By that time there should be an audit date.

Vice-Chairman Carpenter

- Reminded everyone that the Statement of Financial Interest forms are due by the end of the month.
- Parole Hearing Schedules were presented to the Board for the month of February.

Files for Review

- There were fourteen victim input hearings conducted the last half of January.

New Business

Commissioner Joseph Peacock

- Moved that Hearing Examiner’s attorney licenses be paid annually by the Board.
 - Commissioner Mays Seconded
 - Motion Carried

Commissioner Peacock proceeded to ask Commissioner Felts if he had something he wanted to present.

Commissioner John Felts

- Presented a new organization chart for the Board to adopt, and he asked that the Investigator position be re-advertised for one week.

Vice-Chairman Abraham Carpenter

- Stated “out of respect to Chairman Brownlee, let’s table this (new organization chart) until he returns.”

Commissioner Jimmy Wallace

- Let’s take a vote and see because majority rules.

Vice-Chairman Carpenter conducted a voice vote on the Organization Chart:

Commissioner Peacock	In Favor
Commissioner Mays	Abstain
Commissioner Carpenter	Abstain
Commissioner Felts	In Favor
Commissioner Wallace	In Favor

Vice-Chairman Carpenter stated we do not have enough votes to pass this motion.

Commissioner Jimmy Wallace

- Stated the Robert’s Rules of Order says that majority rules and three (3) is a majority.

Commissioner Felts

- I am not sure, but we have our Attorney Meredith Rebsamen here, let’s get her opinion on this matter.

Ms. Meredith Rebsamen

- I am not sure; give me about 5-10 minutes to research the Board’s Policy Manual.

The Board recessed at 9:40 a.m., to allow Ms. Rebsamen to research the question.

9:45 a.m. *Vice-Chairman Carpenter* called meeting back to order.

Ms. Meredith Rebsamen

- According to your rules a quorum is four (4) members voting. You will need four (4) votes to pass any motion presented.

Commissioner Felts

- Stated we will have enough votes at the next board meeting.

Commissioner Peacock

- Asked *Commissioner Felts*, did he want to re-open the Board Investigator position for one week and “see if we have someone more qualified to apply.”

Vice-Chairman Carpenter

- Asked *Ms. Gillerson*, have we not opened that position up already?

Fiscal Manager Norma Gillerson

- Yes we have, and we have over 300 applicants on file that have not been reviewed.

Vice-Chairman Carpenter

- Out of over 300 applicants, I am sure we can find one that is qualified, he further stated if you choose to open it up you can do so.

Ratification of Votes

Commissioner Mays moved.

Commissioner Peacock seconded the motion, and the motion carried.

Vice-Chairman Carpenter stated the next Board meeting is scheduled for Thursday, February 10, 2011, at 9:30 a.m. in the Arkansas Board of Parole Conference Room.

The meeting adjourned at 9:50 a.m.

Signature on File

Abraham Carpenter
Vice-Chairman

Signature on File

Richard L. Mays, Jr.
Secretary

ARKANSAS BOARD OF PAROLE
FULL BOARD RATIFICATION VOTES BY UNITS
January 27, 2011

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	<input checked="" type="checkbox"/>
CACCC	<input checked="" type="checkbox"/>
CUMMINS	<input checked="" type="checkbox"/>
DIAGNOSTIC	<input checked="" type="checkbox"/>
EAST (BRICKEYS)	<input checked="" type="checkbox"/>
MISSISSIPPI CO.	<input checked="" type="checkbox"/>
NEACCC	<input checked="" type="checkbox"/>
OUACHITA RIVER CORRECITON	<input checked="" type="checkbox"/>
PINE BLUFF	<input checked="" type="checkbox"/>
R. L. WILLIAMS CORRECTION	<input checked="" type="checkbox"/>
SEARC	<input checked="" type="checkbox"/>
SWARC	<input checked="" type="checkbox"/>
TRCC	<input checked="" type="checkbox"/>
VARNER	<input checked="" type="checkbox"/>
WRIGHTSVILLE	<input checked="" type="checkbox"/>
OTHER: PARDONS, CLEMENCIES, TRANSFER SCREENINGS, RECONSIDERATION, REVOCATION APPEALS, RESCINDS, SPECIAL CONDITIONS, ACT 290, 700'S, EPA, ETC.	<input checked="" type="checkbox"/>

MOTION BY: Richard Mays, Jr. SECONDED BY: Joseph Peacock

RATIFICATION DATE: January 27, 2011