



MINUTES
OF THE ARKANSAS BOARD OF PAROLE MEETING
FEBRUARY 14, 2011
(Rescheduled From February 10, 2011)

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

MEMBERS PRESENT:

Leroy Brownlee, Chairman
Richard L. Mays, Jr., Secretary/Commissioner
John Felts, Commissioner
Carolyn Robinson, Commissioner
Joseph Peacock, Commissioner
James Wallace, Commissioner

HEARING EXAMINERS:

Carol V. Bohannon, Attorney
James L. Williams, II, Attorney

**ABSENT / EXCUSED WITH
VALID REASON(S):**

Abraham Carpenter, Vice Chairman/Commissioner
Ashley Vailes, Attorney

MINUTES PREPARED BY: Sharon Lewis, Executive Assistant to the Chairman

OTHERS IN ATTENDANCE

Dan Roberts, Deputy Director, Department of Community Correction
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC
Meredith Rebsamen, Assistant Attorney General, Attorney General's (AG's) Office
Norma Gillerson, Fiscal Support Supervisor, ABP
Solomon Graves, Administrative Services Manager/ACA Coordinator, ABP
Tamara Salaam, Administrative Support Supervisor - Parole Services, ABP
Lois Hansberry, Administrative Support Supervisor - Revocation, ABP
Sharon Lewis, Executive Assistant to the Chairman

Called to Order

The *Chairman* called the ABP meeting to order @ 9:30 a.m. A quorum was present. This meeting was rescheduled from February 10, 2011, due to inclement weather.

Approval of January 27, 2011 Minutes

Commissioner Felts requested corrections to the minutes on Page 4. The minutes should reflect that it was Commissioner Felts and not Commissioner Carpenter who made the statement "I am not sure but we have our Attorney Meredith Rebsamen here, let's get her opinion on this matter".

Commissioner Felts moved. The minutes were approved with the necessary correction.
Commissioner Peacock seconded. Motion carried.

Old Business

ABP Agency Updates – Mr. Graves reported on the following:

- Ohio Risk Assessment System (ORAS) Implementation & Automation – This Reentry Tool is tentatively scheduled to "go live" May 23, 2011. Until then, IRS staff will manually administer this tool and assessment scores will be made a part of the inmate's file. Any other documents will be available to the Board upon request. The full automation is estimated to be completed by August 24, 2011.
- The 2nd Chance Reentry Grant is being used in part to fund the ORAS Automation Project. Currently, 14 inmates have been released through the program.
- Since the December 2010 report, notification was received that the cost of American Correction Association audit has increased by \$3,000.00. The Board is requesting an explanation for the substantial increase. Hopefully, a response to this request will be received by the next Full Board Meeting.
- Mr. Plato Barnett, DCC Accreditation Coordinator will be conducting a review of the agency's ACA Files on February 17th – 18th.
- To comply with ACA Standard 2-APA-1022, the items that need to be reviewed to update the long-range goals of the agency (Strategic Plan) were identified in the February 7, 2011 memo to the board.

New Business

Invitation – Chairman Brownlee noted a letter from the Governor, inviting everyone on February 17th to honor and celebrate February as Black History Month. The program will be held in the State Capitol Rotunda.

Commissioner Felts requested time to address concerns from the Board in reference to a general staff meeting conducted by the Chairman on February 7th. He asked Mrs. Lewis, if minutes from this meeting were available, and if not; when, so he can refer to them for additional questions to the Chairman.

Chairman Brownlee requested for Commissioner Felts to go ahead and address his concerns from the Board.

Commissioner Felts wanted to confirm the June 30, 2011 retirement date for the Chairman.

Chairman Brownlee's Response: Yes.

Commissioner Peacock asked the Chairman was the Board electing officers for positions of Vice-Chairman and Secretary at the Full Board Meeting?

Chairman Brownlee: Yes. Elections will be held for the referenced positions at the Full Board Meeting.

Files for Review and/or Discussion

The Board reviewed the listing of victim input hearings that were conducted the first half of February.

The Chairman stated that he wanted to meet with Dan Roberts, Deputy Director, Parole/Probation, DCC, and staff to discuss alternative sanctions that the Hearing Examiners can use to reduce the number of parolees going back to ADC. This will be discussed further at the next Full Board Meeting.

Ratification of Votes

Commissioner Mays moved. Commissioner Felts seconded the motion to ratify the units. Motion carried.

Commissioner Wallace inquired on the agency's organizational chart and wanted legal reasoning for its makeup.

Chairman Brownlee stated that vote previously taken on this issue was illegal and shouldn't have been brought up.

The meeting adjourned at 10:30 a.m.

Signature on File

**LEROY BROWNLEE
CHAIRMAN**

Signature on File

**RICHARD L. MAYS, JR.
SECRETARY**

**ARKANSAS BOARD OF PAROLE
FIRST BOARD VOTE RATIFICATION**

FEBRUARY 2011

UNITS:

RATIFIED (X)

DELTA



GRIMES



MCPHERSON



NORTH CENTRAL UNIT



TUCKER



TUCKER MAX.



**OTHER: TRANSFER SCREENINGS, CLEMENCIES, PARDONS,
RECONSIDERATION, REVOCATION APPEALS, RESCINDS,
SPECIAL CONSIDERATIONS, ACT 290, 700'S, EPA, ETC.**



MOTION BY: RICHARD L. MAYS, JR. SECONDED BY: JOHN FELTS

RATIFICATION DATE: FEBRUARY 14, 2011