



**MINUTES OF THE  
ARKANSAS PAROLE BOARD  
February 23, 2017  
9:00 A.M.  
APB BOARDROOM**

**Board Members Present:**

John Felts, Chairman  
John Belken, Vice Chairman  
Andy Shock, Secretary  
Abraham Carpenter, Commissioner  
Jerry Riley, Commissioner  
Lona McCastlain, Commissioner

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

Dawne Vandiver, Commissioner, APB  
Carol Bohannon, Hearing Judge/Attorney, APB  
Lisa Wilkins, Hearing Judge/Attorney, APB  
Evelyn Gomez, Hearing Judge/Attorney, APB  
Christie Little, Administrative Support Supervisor, APB  
Solomon Graves, Public Information Officer, ADC  
Nga Mahfouz, Assistant Attorney General, Attorney General's Office

**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  
William T. Bowman, II, Computer Support Analyst, APB  
Shirley Ellingburg, Area Manager, Institutional Release Services, ACC  
Jerry Bradshaw, Director of Parole and Probation Services, ACC

### **Call to Order**

Chairman Felts called the board meeting to order at 9:00 a.m. A quorum was declared. Commissioner Vandiver is absent today.

### **Approval of Minutes – February 9, 2017**

Secretary Shock moved for approval of the minutes. Commissioner McCastlain seconded the motion. The minutes were approved as presented.

### **Report Updates**

Chairman Felts reported that there are 17,749 inmates incarcerated in the Arkansas Department of Correction (ADC). There are currently 1,316 men and women on the ADC County Jail Back-up list. Chairman Felts updated the Board that the Board of Corrections had invoked the 90 day EPA on February 21, 2017, he stated that Institutional Release Services (IRS) had released 391 in two days. He further stated his appreciation for the hard work of ADC and IRS during this process. The process will allow more inmates to be brought in from the county jails and other facilities around the State.

In reviewing the Arkansas Community Correction (ACC) Center Jurisdictional Population Report, Chairman Felts stated there are 1,833 offenders in ACC Centers. The total ACC capacity is 1,844. This includes those in all ACC Centers including RCFs, Omega, SW AR CCC, and those offenders on ACC's back-up list. The Statewide Field Operations report reflects 28,734 on probation, 2,743 out to drug court/specialty court, 310 boot camp releases (including inactive cases) and 23,830 on parole, for a combined total of 55,617 under supervision.

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

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

Chairman Felts announced that Ms. Nga Mahfouz, Assistant Attorney General, will not be present for today's board meeting due to a conflict in her schedule.

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 January 2017, has expended 52% 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 61% of the annual travel, maintenance, and operations 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 that the Board is scheduled for ACA reaccreditation. The dates are June 1-2, 2017 and we have set a deadline of March 17<sup>th</sup> to ensure that we have everything in order for our mock audit to take place on March 27, 2017. We will meet with ACC's in-house coordinator for any suggestions they may have for improvement going forward. Ms. Cummings will update the Board with ACA updates as they become available.

Ms. Cummings stated that the Council of State Governments would be visiting our agency on March 8<sup>th</sup>, 09<sup>th</sup> and 10<sup>th</sup>; further stating that she would follow-up with the Board to schedule a time for the visit.

Ms. Cummings updated the Board on the new video hearing phone system. Revocation Hearing Judge, Ms. Evelyn Gomez, used the system for a revocation hearing out of Fort Smith this week and stated that the system worked well. Ms. Gomez was pleased with the system. The phone/video conference system will be available to use for parole hearings within the near future.

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**

Chairman Felts stated that the last week of February into March will be a week that we will not hold parole hearings at the Units. Chairman Felts further stated that we would still have violation reports and other time-sensitive documents that would need to be signed by commissioners during that week.

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 9:40 a.m.

The next Board meeting will be held on Thursday, March 16<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**

**February 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: February 23, 2017**