



# **MINUTES**

## **OF THE ARKANSAS BOARD OF PAROLE MEETING**

### **FEBRUARY 24, 2011**

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

**MEMBERS PRESENT:**

Leroy Brownlee, Chairman  
Abraham Carpenter, Jr., Vice-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  
Ashley Vailes, Attorney

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

## **OTHERS IN ATTENDANCE**

Dan Roberts, Deputy Director, Department of Community Correction (DCC)  
Steve Arnold, Assistant Director, Department of Community Correction  
Rhonda Sharp, Public Relations, Department of Community Correction  
Jeff Tillman, Assistant Director, Department of Community Correction  
Pam Brown, Assistant Area Manager, Institutional Release Services, DCC  
Meredith Rebsamen, Assistant Attorney General, Attorney General's (AG's) Office  
Solomon Graves, Administrative Services Manager/ACA Coordinator, ABP  
Norma Gillerson, Fiscal Support Supervisor, ABP  
Tamara Salaam, Administrative Support Supervisor – Parole Services, ABP  
Lois Hansberry, Administrative Support Supervisor - Revocation, ABP

**Called to Order**

Chairman Brownlee called the ABP meeting to order @ 9:30 a.m. A quorum was present.

Chairman Brownlee announced after 39 years of service in state government; he will be retiring, effective June 30, 2011.

**Approval of February 14, 2011 Minutes**

Commissioner Carpenter, moved.

Commissioner Felts seconded. Motion carried.

**Population Reports**

The Board reviewed the population reports submitted by ADC, DCC and ABP. Other reports submitted are available on the ABP server.

It was noted that there were 1,725 males in the County Jail Backup; ADC had a total of 16,308 inmates. DCC had 21,704 parolees on parole and 121 in regular backup.

**Attorney General's Office**

Ms. Meredith Rebsamen, Assistant Attorney General had no new information to report at this time, but was aware of a pending lawsuit. She requested that all information be forwarded to her office for processing, upon being served.

**Fiscal Report**

Mrs. Gillerson gave a financial overview of the agency's budget as of January 25, 2011. Copies of the Accounts Payable Report were distributed to the Board.

Commissioner Peacock inquired about the building rent expense.

Mrs. Gillerson gave copies of the Code of Ethics and Rules of Conduct Policy to the Board for review. She requested that the policy be signed and returned to her by 4:30 p.m. today, 2/24/2011.

**Hearing Examiners' Reports**

The Hearing Examiners presented their report on the number of revocation hearings conducted, mileage and files reviewed during the month of February.

**Alternative Sanctions**

Dan Roberts, Deputy Director of DCC stated that they were reviewing other alternatives for parolees who were revoked rather than sending them back to ADC. Mr. Roberts introduced his staff, who each gave presentations on alternative programs that DCC utilizes. Mr. Jeff Tillman, Assistant Director, Parole/Probation for the northern half of the state and Mr. Steve Arnold, Assistant Director, Parole/Probation for the southern half.

Commissioner Felts requested copies of the presentation and stated that with 91% of offenders being revoked; the board will try to do better in reducing this number.

Question: The Chairman asked how the Hearing Examiners can place the parolees in the alternative programs. Response: They are to request an assessment by the counselors.

Mr. Arnold reported that DCC has 41 Drug Courts, 5 Daily Reporting Centers, and Sex Offender Programs around the state.

Commissioner Peacock inquired of the timeframe that DCC has had these programs and where on the vote sheet does the Board place this information. He also asked about the number of clients in the drug courts – 2,000 and the number of clients in the Sex Offender Programs – 6% of total caseload / 450 clients.

### **Old Business**

ABP Agency Updates – Mr. Graves distributed a copy of his report and reported on the following:

- March 3<sup>rd</sup> & 4<sup>th</sup> an internal ACA mock audit will be conducted by DCC staff. ABP has filed a complaint with ACA officials due to the large increase in cost for the accreditation. The Chairman has discussed this issue with the ACA Director who approved the reduction in cost for the accreditation to \$6,900.00. The contract has been signed and mailed to ACA. The official accreditation audit will be conducted May 2-3, 2011.
- An update on the legislative bills that will impact ABP was discussed: HB1318, HB1408, HB1415, HB1419, SB264, SB320 and SB109.

### **New Business**

#### **Schedule** – MARCH 2011.

The hearing schedule was reviewed and the Board was requested to notify the Chairman and/or Tamara Salaam of any changes needed.

#### **Election of Officers**

Commissioner Carpenter moved for the office of Vice-Chairman and Secretary to succeed themselves for another year. Commissioner Mays seconded the motion.

Chairman Brownlee voted yes.

Commissioners Peacock and Robinson abstained.

Commissioners Wallace & Felts voted no.

The Chairman requested verification from the Attorney General Meredith Rebsamen on the outcome of the election. The motion carried. Commissioner Carpenter will hold the office of Vice-Chairman and Commissioner Mays will hold the office as Secretary for another year. Commissioner Peacock requested permission to express his personal privilege regarding the election. Discussion was held.

#### **Files for Review and/or Discussion**

The Board reviewed the listing of victim input hearings that were conducted the last half of February 2011.

The Chairman announced that a special Victim Input Meeting will be held following this Board Meeting.

#### **Ratification of Votes**

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

The meeting adjourned at 10:30 a.m.

**Signature on File**

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LEROY BROWNLEE  
CHAIRMAN

**Signature on File**

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RICHARD L. MAYS, JR.  
SECRETARY

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

**FEBRUARY 2011**

**UNITS:**

**RATIFIED (X)**

**BENTON**



**CAC**



**CUMMINS**



**DIAGNOSTIC**



**EAST**



**MISSISSIPPI CO.**



**NEAC**



**OUACHITA REGIONAL**



**PINE BLUFF**



**RANDALL L. WILLIAMS CORR.**



**SEAR**



**SWAR**



**TRCC**



**VARNER**



**WRIGHTSVILLE**



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



**MOTION BY: RICHARD MAYS, JR.      SECONDED BY: ABRAHAM CARPENTER, JR.**

**RATIFICATION DATE: FEBRUARY 24, 2011**