



**MINUTES OF THE
ARKANSAS PAROLE BOARD
FEBRUARY 28, 2013 @ 9:30 A.M.
APB BOARD ROOM**

BOARD MEMBERS PRESENT:

John Felts, Chairman
James Wallace, Vice-Chairman/Commissioner
Richard L. Mays, Jr., Secretary/Commissioner
Richard Brown Jr., Commissioner
Dawne Vandiver, Commissioner
Abraham Carpenter, Commissioner
Joe Peacock, Commissioner

EXCUSED WITH VALID REASON:

Ashley Vailes, Hearing Examiner/Attorney
Jim Williams, Hearing Examiner/Attorney
Carol Bohannon, Hearing Examiner/Attorney

OTHERS PRESENT

Solomon Graves, Administrative Services Manager, APB
Mahogany Brown, Fiscal Support Supervisor, APB
Melissa Haney, Executive Assistant to the Chairman, APB
Tamara Salaam, Administrative Support Specialist III, APB
Meredith Rebsamen, Assistant Attorney General, AGs Office
Steve Arnold, Assistant Director, Parole/Probation, DCC
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC

CALL TO ORDER

Chairman Felts called the meeting to order at 9:30 am. A quorum was declared.

APPROVAL OF MINUTES – February 14, 2013

Chairman Felts stated that there is an amendment to the minutes of February 14, 2013. During the meeting, the Executive Session record reflects that there was no action taken regarding a personnel issue. However, it should be amended that during the Executive Session, Lateresa Smith did tender her resignation of employment, and the Board accepted her resignation. Commissioner Wallace moved. Commissioner Brown seconded the motion. The minutes were approved as amended.

POPULATION REPORT

Chairman Felts reported that there are 15,008 inmates in the Department of Correction and this includes those inmates in the 309 Program and in Work Release. He stated that at the last Board of Correction meeting there was an increased growth in prison population. Chairman Felts stated that the Board will be mindful of this as they make their parole decisions.

In review of the DCC population report there are a total of 29,408 individuals on probation, 2,248 in drug court and 23,519 individuals on parole for a total of 55,657.

Chairman Felts reported that the total population in the DCC residential centers is 1,534 and they have a capacity of 1,615. Chairman Felts asked if these numbers include the drug court program and Mr. Steve Arnold responded by saying it does include drug court and that all the short term facilities are included in this count.

In review of the APB monthly report, there were a total of 305 transfer screenings approved out of 334 total transfer screening actions reviewed by the Board. The board has approval percentage of 91.3% for transfer screenings. There were 255 transfer hearings approved without programs out of a total 404 actions taken, giving the Board a 63.1% approval rating. Of the 404 transfer hearing actions, there were 75 denied and 76 deferred. The Board had 956 total actions for the month, including pardons and clemencies.

ATTORNEY GENERAL'S OFFICE

Mrs. Rebsamen stated that there has been a matter filed by Mr. Byron Conway at the Grimes Unit. A response was filed on the 25th to dismiss this case. Mr. Dennis Hansen was assigned the case and she stated that she had copies of his report if the Board would like them. Mrs. Rebsamen stated that she would be happy to answer any questions.

Commissioner Peacock requested information on this individuals claim. Chairman Felts stated that Mr. Conway is a sex offender and the Board required him to complete RSVP. Mr. Conway is now seeking monetary compensation. Mrs. Rebsamen stated that he filed his request in court and it was dismissed and he was referred to the Claims Commission. She stated that his claim is not properly directed. At this time it is the only issue pending for the Board.

FISCAL REPORT

Ms. Mahogany Brown reported that as of January 31, 2013 the Board has expended 53.77 % of its maintenance, operation and travel budget. She stated the detailed report is attached for the Board to review.

Ms. Brown also reminded the Board that the AAPPA Conference is scheduled for March 27-28th and the deadline to register is March 13, 2013. She stated she needs this information by the 13th in order to book the Board's rooms. She stated that DCC pays for 1 night and the Board pays for the other, but she plans to go over the budget in detail to see if the Board can pay for the rooms in their entirety.

HEARING EXAMINERS REPORT

The Hearing Examiners reported a total of 35 hearings conducted. Of that total 23 were revoked to ADC, 5 were revoked to TVP, 2 were not revoked and 2 was deferred. There were also 2 Compact Hearings and 1 Transfer Hearing. There were no questions regarding the Hearing Examiner report.

AGENCY UPDATES

Legislative Bills and Review

Mr. Graves stated that he has provided a copy of the current Legislative bills for the Board to review. He discussed these new bills and answered questions from the Board. Commissioner Wallace requested that each Board member receive a copy of these bills in detail. He stated that some of these new bills could have a major impact on the prison population and they need to be studied thoroughly. Chairman Felts stated that the Board will require extensive training on the new rules and limitations of these bills.

AD 13-1 Uniform Grievance Policy

Mr. Graves stated that he has provided a copy of the new Uniform Grievance Policy for the Board to review and vote on today. There were no questions regarding the policy. Commissioner Wallace moved to accept this policy. Commissioner Vandiver seconded the motion. Motion Carried.

Chairman Felts stated that Mrs. Rebsamen has been a tremendous help with this and they have really helped to put together a very good grievance policy that is tailored to the agency's needs.

National Parole Resource Center

Mr. Graves reported that the Board asked for a grant regarding technical assistance for strategic planning and that request has been granted. He stated that in April, Mr. Richard Stroker from South Carolina will be here to assist the Board with the implementation of strategic planning. Mr. Graves stated that strategic planning is one of the Board's ACA standards and it must be maintained and reviewed to stay within compliance. He stated this process began with an internal committee meeting for 2 months in order to discuss the Board's initial goals. This grants funding became available through the U.S. Department of Justice for Board's who are committed to strategic planning. Mr. Stroker will take what the Board has initially done and use his wealth of knowledge to help tailor a plan for our Board's implementation.

Chairman Felts stated that this is something the Board was looking at and it is a great opportunity for growth.

OLD BUSINESS

There was no old business to report at this time.

NEW BUSINESS

March 2013 Schedule

Chairman Felts stated that the Board should have a copy of the March schedule. He stated that if any Commissioners have any adjustments to the schedule to please let him know as soon as possible so that changes can be made. He stated that as the numbers grow heavier there will be more work ahead for the Board. There were no questions regarding the schedule.

Chairman Felts stated that with the Board's approval, the full Board meeting for March will be held in Hot Springs during the AAPP Conference at the Austin Hotel. Commissioner Carpenter moved to accept. Commissioner Brown seconded. Motion Carried.

FILES FOR DISCUSSION - REVIEW

Chairman Felts called for any questions regarding the victim input votes for February. There were no questions.

RATIFICATION OF VOTES

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

OTHER COMMENTS

Commissioner Peacock requested a list of all the rehabilitation programs offered in ADC and DCC so that the Board can review these and have an updated reference tool to use when making parole decisions. Chairman Felts stated that he would contact Mrs. Wendy Kelly regarding an updated list for the Board.

Mrs. Shirley Ellingburg stated that the EPA has gone into effect so the Board should expect the county jail numbers to go down considerably. The EPA is in effect from February 25-May 25 and it will affect more than 750 inmates.

ADJOURNMENT

There were no further comments or questions.

The next Board meeting will be held on Thursday, March 14, 2013 at 9:30a.m. This meeting will take place in the APB Boardroom.

The meeting adjourned at 10:20 a.m.

Signature on File

John Felts
Chairman

Signature on File

Richard L. Mays, Jr.
Secretary

ARKANSAS BOARD OF PAROLE
FULL BOARD RATIFICATION OF VOTES
FEBRUARY 2013

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	X
CACCC	X
CUMMINS	X
EAST AR	X
GRIMES	X
MCPHERSON	X
MISSISSIPPI CO.	X
NEACCC	X
OUACHITA RIVER CORR.	X
PINE BLUFF	X
R.L. WILLIAMS	X
SEARC	X
SWARC	X
TRCC	X
VARNER	X
WRIGHTSVILLE	X
OTHER: PARDONS, COMMUTATIONS, TRANSFER SCREENINGS, ACT 290, 700'S, RECONSIDERATION, REVOCATION APPEALS, EPA, ETC.	X

MOTION BY: Commissioner Mays SECONDED BY: Commissioner Carpenter

RATIFICATION DATE: FEBRUARY 28, 2013