



**MINUTES OF THE
ARKANSAS PAROLE BOARD
MARCH 12, 2020
9:00 A.M.
APB BOARDROOM**

Board Members Present:

John Felts, Chairman, APB
Lona McCastlain, Vice Chairperson, APB
Wendy Ryals, Secretary, APB
Abraham Carpenter, Commissioner, APB
Jerry Riley, Commissioner, APB
Boyce Hamlet, Commissioner, APB

Others Present:

Evelyn Gomez, Hearing Judge, APB
Hollie Wellborn, Executive Assistant to the Chairman, APB
Scott Howard, Investigator, APB
William T. Bowman, II, Systems Coordination Analyst, APB
Christie Goldman, Business Operations Manager, APB
Tamara Salaam, Administrative Support Supervisor, APB
Shirley Ellingburg, Area Manager, Institutional Release Services, ACC
Nicholas Stewart, Assistant Director Parole/Probation Services, ACC

Excused with a Valid Reason:

Andy Shock, Commissioner, APB
Brooke D. Cummings, Executive Administrator, APB
Carol Bohannon, Hearing Judge, APB
Lisa Wilkins, Hearing Judge, APB

Call to Order

Chairman Felts called the board meeting to order at 9:00 a.m. A quorum was declared. Chairman Felts advised the Board that Commissioner Shock was out on Sick Leave.

Approval of Minutes – February 27, 2020

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

A copy of the minutes was included in each board member's file for review.

Agency Updates

Chairman Felts stated that Ms. Brooke Cummings, Executive Administrator, APB, will be out all week for training.

There was nothing to report regarding agency updates.

Old Business

Vice Chair McCastlain asked if the trip to Nashville for the conference was going to be cancelled. Chairman Felts said he spoke to Secretary Kelley about the trip. The conference is still in place. Chairman Felts said he was questioned about the travel. The Chairman said he advised Secretary Kelley that they would be driving. Chairman Felts said Secretary Kelley stated she would like to get a vehicle for the Board to travel in to keep from having to use multiple vehicles. Secretary Kelley has a vehicle with the Department of Corrections that she would be willing to let the Board use.

New Business

Chairman Felts said there is an issue with where the Pre-Release stipulations are being placed in eOMIS. Ms. Shirley Ellingburg, Area Manager, Institutional Release Services, ACC, said that some stipulations are being placed in the comment section of the Parole Board event. She said if they are put in the comment section Bob Parker is not notified that those people need to attend those programs. Ms. Ellingburg said instead of the stipulations being put in the Pre-Release section, they're being placed in the comment section. Vice Chair McCastlain said that sometimes there isn't a drop down in the Pre-Release section for the stipulation. Mr. Nicholas Stewart, Assistant Director Parole/Probation Services, ACC, said in order for eOMIS to send an alert, the stipulation has to be in the Pre-Release dropdown. Ms. Tamara Salaam, Administrative Support Supervisor, APB, said if the Board defers an inmate for a program there isn't an option for the program except for the RSVP program and the Therapeutic Community program. Ms. Salaam said the Pre-Release stipulations are for if the Board approves an inmate upon completion of a program. Chairman Felts said the issue will be worked on with Mr. William T. Bowman, II, Systems Coordination Analyst, APB.

Chairman Felts said one of the things going on statewide, nationally, and internationally is the Coronavirus.

The Chairman said they've made several reports to the Secretary about how the Parole Board would manage if we couldn't come to the office or go to the units to conduct hearings. The Chairman said they have tablets and laptops. Mr. Bowman said he submitted the report on how the Parole Board would work remotely. He said the hearings can be done by video or phone call. Chairman Felts mentioned that a couple of parolees came into contact with the Pine Bluff Coronavirus patient. Mr. Nicholas Stewart said that, via eOMIS, they are sending a message that says do not report in person but to contact your local office by phone. He said they aren't doing any drug tests so they can minimize exposure. They are doing everything remotely. Commissioner Riley asked Ms. Ellingburg if she did anything in regards to the individuals at the units shaking hands. Chairman Felts asked Ms. Ellingburg to reiterate with the IROs that the Board will not be shaking hands with individuals attending the hearings. Commissioner Riley asked if they could limit the amount of people attending the hearings. Ms. Ellingburg said they can put out a notice in the barracks for the inmates to notify their families. Vice Chair McCastlain said we may need to start screening everyone like they are doing at the nursing homes. Chairman Felts said he will talk to Secretary Kelley to see what the Division of Corrections plans to do.

Files for Review

A copy of the files for review was included in each board member's packet.

Adoption of Recommendations

Secretary Ryals moved to adopt the recommendations. Commissioner Carpenter seconded the motion. The motion passed.

Other Discussion:

Mr. Bowman said our upcoming moves looks like it's going to be around late August or early September. The inmates that will be helping with the move will not be moving any personal items. They've been instructed not to touch anything that is a personal item.

Ms. Ellingburg said Ms. Jessica Minor will be starting on Monday. She will be at SWACC, Texarkana Work Release, and Bowie County Corr. Facility.

Adjournment

The meeting adjourned at 9:24 a.m.

The next Board meeting will be held on Thursday, March 26, 2020, at 9:00 a.m.

Signature on File

John Felts
Chairman

Signature on File

Wendy Ryals
Secretary

**Arkansas Parole Board
FULL BOARD RATIFICATION OF VOTES**

March 2020

<u>UNITS:</u>	<u>RATIFIED</u>
Delta	<input checked="" type="checkbox"/>
Wrightsville	<input checked="" type="checkbox"/>
Wrightsville Hawkins	<input checked="" type="checkbox"/>
Tucker	<input checked="" type="checkbox"/>
Tucker Max	<input checked="" type="checkbox"/>
Cummins	<input checked="" type="checkbox"/>
Benton	<input checked="" type="checkbox"/>
TRCC/SWACC	<input checked="" type="checkbox"/>
Bowie County	<input checked="" type="checkbox"/>
McPherson	<input checked="" type="checkbox"/>
North Central	<input checked="" type="checkbox"/>
NWA- Work Release	<input checked="" type="checkbox"/>
OTHER: Pardons, Commutations, Transfer Screenings, ACT 290s, 700s, Reconsiderations, Revocation Appeals, Rescinds, Special Conditions, EPAs, Etc.	<input checked="" type="checkbox"/>

MOTION BY: Secretary Ryals **SECONDED BY: Commissioner Carpenter**

RATIFICATION DATE: March 12, 2020