



**MINUTES**  
**ARKANSAS BOARD OF PAROLE**  
**March 11, 2010 @ 9:30 A.M.**  
**ABP Board Room**

**BOARD MEMBERS PRESENT:**

Leroy Brownlee, Chairman  
Abraham Carpenter, Jr., Vice-Chairman  
Richard L. Mays, Jr., Secretary  
John Felts, Commissioner  
Carolyn Robinson, Commissioner  
Joe Peacock, Commissioner  
Jimmy Wallace, Commissioner

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

James L. Williams, II, Attorney

**HEARING EXAMINERS  
PRESENT:**

Carol V. Bohannan, Attorney

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

## **OTHERS PRESENT**

Steve Arnold, Assistant Director, Parole/Probation, Department of Community Correction (DCC)

Jeff Tillman, Assistant Director, Parole/Probation, DCC

Shirley Ellingburg, Area Manager, Institutional Release Services, DCC

Norma Gillerson, Fiscal Support Supervisor, ABP

Solomon Graves, Computer Support Specialist/ACA Coordinator, ABP

Lois Hansberry, Administrative Support Supervisor - Revocation, ABP

Tamara Salaam, Administrative Support Supervisor – Parole, ABP

Sharon Lewis, Executive Assistant to the Chairman, ABP

**CALLED TO ORDER**

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

**APPROVAL OF MINUTES – February 25, 2010**

Wallace moved.

Carpenter seconded the motion. *Motion carried.*

**OLD BUSINESS**

Inmate panels and parole/probation visits will begin in April. The schedule for both events will be presented at the March 25<sup>th</sup> Full Board Meeting.

Mr. Graves gave an update on the status of employee training and the ACA standards.

An audit team from ADC will be requested to conduct a mock audit for ABP in May 2010. The date and time of the audit are pending.

Mr. Graves' presentation on March 1<sup>st</sup>, on the demographic data for A & Y felony convictions, was well received by the Criminal Justice Task Force. Additional information was requested by the Task Force for their March 22<sup>nd</sup> meeting. The information is currently being pulled together by DCC and the Parole Services section. Mr. Graves thanked Commissioners Carpenter, Felts & Wallace for their attendance during the presentation.

**NEW BUSINESS**

Congratulations were extended to Mr. David Eberhard who was selected by the Board of Correction on March 9<sup>th</sup>, as the new DCC Director.

A new organizational chart for ADC was distributed.

Board elections for positions of Vice-Chair and Secretary will be held at the Full Board Meeting on March 25<sup>th</sup>.

Commissioner Peacock requested an updated listing for Institutional Release Services.

Commissioner Wallace thanked everyone who assisted in his orientation as new board member.

**FILES FOR DISCUSSION - REVIEW**

The Board reviewed the listing of victim input hearings that were conducted the first half of March 2010.

**RATIFICATION OF VOTES**

For accountability and oversight, the Governor's Office is requesting for ABP to develop a new process to ratify the votes at board meetings. This will be discussed further at the next board meeting.

*Commissioner Mays moved.*

*Commissioner Carpenter seconded the motion to ratify the votes. Motion carried.*

The Chairman extended gratitude to everyone for their sympathy, prayers, & kindness shown due to the passing of his mother.

The meeting adjourned at 10:00 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  
FIRST BOARD VOTE RATIFICATION**

**MARCH 2010**

<b><u>UNITS:</u></b>	<b><u>RATIFIED (X)</u></b>
<b>DELTA</b>	<input checked="" type="checkbox"/>
<b>GRIMES</b>	<input checked="" type="checkbox"/>
<b>MCPHERSON</b>	<input checked="" type="checkbox"/>
<b>NORTH CENTRAL UNIT</b>	<input checked="" type="checkbox"/>
<b>TUCKER</b>	<input checked="" type="checkbox"/>
<b>TUCKER MAX.</b>	<input checked="" type="checkbox"/>
<b>OTHER: TRANSFER SCREENINGS, CLEMENCIES, PARDONS, RECONSIDERATION, REVOCATION APPEALS, RESCINDS, SPECIAL CONSIDERATIONS, ACT 290, 700'S, EPA, ETC.</b>	<input checked="" type="checkbox"/>

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

**RATIFICATION DATE: MARCH 11, 2010**