



# MINUTES OF THE ARKANSAS PAROLE BOARD

March 15, 2018

9:00 A.M.

APB BOARDROOM

## **BOARD MEMBERS PRESENT:**

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

## **EXCUSED WITH VALID REASONS:**

Carol Bohannon, Hearing Judge, APB  
Lisa Wilkins, Hearing Judge, APB  
Evelyn Gomez, Hearing Judge, APB

## **OTHERS PRESENT:**

Brooke D. Cummings, Executive Administrator, APB  
Jessica Leija, Business Operations Manager, APB  
Kelly Knuckles, Executive Assistant to the Chairman, APB  
Scott Howard, Investigator, APB  
Tamara Salaam, Administrative Support Supervisor, APB  
Christie Little, Administrative Support Supervisor, APB  
William T. Bowman, II, Systems Coordination Analyst, APB  
Lindsey Rindahl, Administrative Analyst, APB  
Shirley Ellingburg, Area Manager, Institutional Release Services  
Cindy Richardson, Assistant Director, ACC  
Nga Mahfouz, Assistant Attorney General, Attorney General's Office

## **Call to Order**

Chairman Felts called the board meeting to order at 9:00 a.m. A quorum was declared.

## **Approval of Minutes- February 22, 2018**

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

## **Agency Updates**

Ms. Brooke Cummings, Executive Administrator, mentioned to the Board that there is a report that had compiled in regard to inmates that were stipulated by the Parole Board to complete programs. Ms. Cummings stated that the Board would review the report in its entirety and make updates as needed.

In addition, Ms. Cummings stated that the hearing judges had received training with the Council of State Governments concerning evidence-based practices, decision-making, setting conditions, and alternatives to incarceration. The commissioners will have training on the afternoon of Wednesday, March 28<sup>th</sup>. Ms. Cummings stated that the Board will be presenting the agency's Controlled Self-Assessment/Risk Assessment for Fraud Prevention; there are a couple of sessions set up to discuss risk and controls regarding procurement, and information technology. Ms. Cummings stated that after the assessment is complete the Board will review for a final update.

Chairman Felts stated this risk assessment is state-wide and the assessment looks at every facet of the agency.

There were no questions or concerns regarding Agency Updates.

## **Old Business**

There was nothing to report at this time in regard to Old Business.

## **New Business**

Commissioner Riley inquired about the recent changes with commissioner parking and a resolution. Ms. Leija, Business Operations Manager, stated she had made contact with surrounding parking lot companies and there are no parking spots currently available, however, there is parking available underground on South Louisiana and 6<sup>th</sup> Street which is the parking lot used by the APB staff members. Ms. Leija stated that should there be any changes she will update the Board. Ms. Cummings stated she had reached out to the owners of Best Park in regard to the renovation and the long-term plan for the parking lot. Commissioner Riley asked that there be three assigned parking spots for APB commissioner use only.

There were no further questions or concerns regarding New Business.

## **Files for Review and Recess**

Commissioner McCastlain mentioned there were a few remaining votes for the Board to enter.

Chairman Felts announced the Board will recess at 9:15 a.m. and will reconvene once the votes were complete. The board meeting recessed and reconvened at 9:20 a.m. All recommendations/votes have been entered.

There were no questions or concerns regarding Files for Review.

**Adoption of Recommendations**

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

**Other Discussion**

Commissioner Belken mentioned to the Board that he recently toured the ADC Think Legacy Program and stayed after the tour for a conversation with the program staff.

Commissioner Riley stated he had recently visited the Covenant Recovery Center facility in Pine Bluff and was highly impressed with the center.

Chairman Felts recognized and welcomed Ms. Cindy Richardson, Assistant Director of ACC, to the meeting and asked she had anything to discuss with the Board. Ms. Richardson asked that the Board look at the 90 day list that has been provided to the Board. Ms. Richardson expressed her appreciation of the Board and the Board's support of ACC.

There were no further questions or concerns for discussion at this time.

**Adjournment**

The board meeting adjourned at 9:36 a.m.

The next Parole Board meeting will be held on Thursday, March 29<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**

**March 2018**

**UNITS:**

**RATIFIED**

**Delta**



**Wrightsville**



**Wrightsville Satellite/Wrightsville Hawkins**



**Tucker**



**Tucker Max**



**Cummins**



**Benton**



**TRCC/SWACC**



**Bowie County**



**McPherson**



**North Central**



**NWA- Work Release**



**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: March 15, 2018**