



**MINUTES OF THE
ARKANSAS PAROLE BOARD
March 29, 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, Commissioner
Jerry Riley, Commissioner
Lona McCastlain, Commissioner

Excused with Valid Reason(s):

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, ACC
Jerry Bradshaw, Director of Parole and Probation Services, ACC
Solomon Graves, Public Information Officer, ADC
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 8, 2018

Secretary Shock moved for approval of the minutes. Vice-Chairman Belken seconded the motion. The minutes were approved as presented.

Report Updates

Chairman Felts reported that there are 18,173 inmates incarcerated in the Arkansas Department of Correction (ADC). There are currently 1,650 men and women on the ADC County Jail Back-up list.

Chairman Felts acknowledged the presence of Mr. Solomon Graves, ADC Public Information Officer, to the board meeting. Chairman Felts asked Mr. Graves if he could update the Board on the status of ADC closing the Tucker Reentry Center and modular units. Mr. Graves stated that all inmates have been moved out of the modular units and the Tucker Reentry Center has been closed. Mr. Graves explained to the Board the current status of the ADC Units and the future plans for these Units.

In the reviewing of the Arkansas Community Correction (ACC) Center Jurisdictional Population, Chairman Felts stated there are a total 1,467 offenders in ACC Center, leaving a few beds short of capacity. This includes those in all ACC Centers including RCFs, Omega, SW AR CCC, and those offenders on ACC's back-up list. Their Statewide Field Operations report reflects 31,007 on probation, 2,660 out to drug court/specialty court, 91 boot camp releases (including inactive cases) and 24,666 on parole, for a combined total of 58,432 under supervision. In addition, Chairman Felts mentioned to the Board that ACC is currently at their largest number of parolees on supervision.

Chairman Felts acknowledged the presence of Mr. Jerry Bradshaw, ACC Director of Probation and Parole Services, to the meeting and asked if Mr. Bradshaw had any updates for the Board at this time. Mr. Bradshaw updated the Board on the current number of probationers and parolees on supervision and their plans for staffing in high volume areas of the State.

There were no further questions or comments regarding the report updates at this time.

Attorney General's Report

Ms. Nga Mahfouz updated the Board on the 11 cases that are currently awaiting a ruling from the Courts. The Board discussed the suits in detail. Ms. Mahfouz stated that she would update the Board with any changes on these particular cases.

There were no further questions or comments regarding the Attorney General's report at this time.

Fiscal Report Update

Ms. Jessica Leija, Business Operations Manager, updated the Board on the Fiscal Report. Ms. Leija reported that the Board, as of February 28, 2018, has expended 63% of the maintenance, operations and travel budget. Ms. Leija stated that at this time last year the Board had spent 59% of the operating expense budget. There was an attachment included in the board member's packets for review.

There were no further questions or comments regarding the Fiscal Report.

Hearing Judge's Report

Ms. Brooke Cummings, Executive Administrator, updated the Board on revocation hearings conducted throughout the month of February 2018. Ms. Cummings reported to the Board that there were a total of 425 actions that number includes: 288 waivers, 98 hearings held, and 30 administrative revocations. 411 revocations of those individuals there were 114 individuals were sent to the 90 day short term revocation program. The Board discussed the report in detail of each revocation hearing judge. A copy of the hearing judge report was included in each board member's file for review.

There were no comments or questions regarding the Hearing Judge Report.

Agency Updates

Ms. Cummings stated there had been a number of meetings in the past couple of weeks, one meeting she was joined by Mr. Bo Bowman, Systems Coordination Analyst, that meeting was with CSG and involved Parole Board metrics and data gathering, the second meeting was with JFA sub-award funds, parole guidelines and training on those guidelines for the agency. In addition, Ms. Cummings stated that she had met with the Core Implementation Team meeting part of Act 423, a Task Force meeting which included sub award funding and discussion of the Crisis Intervention Team Training that is taking place. Commissioner McCastlain inquired about the Crisis Intervention Team. Chairman Felts explained to the Board that this was mental health behavioral facilities that had been established throughout Arkansas.

Ms. Cummings mentioned that the statewide Department of Finance and Administration Control Self-Assessment (CSA) was completed and sent to the Board for review. Ms. Cummings stated that she and Ms. Jessica Leija, Business Operations Manager, had attended trainings over the span of five months in relation to the assessment. Ms. Cummings asked for the Board's approval. Commissioner McCastlain stated that she just received the assessment and needed to review the assessment prior to approving. Commissioner McCastlain stated that she had previously completed the training on the CSA, but would like to review the agency's complete version of the assessment.

Chairman Felts stated there would be a recess momentarily for the board members to review and approve the CSA.

There were no further comments or questions regarding Agency Updates.

Old Business

Commissioner Vandiver inquired about the video hearings at North Central. Chairman Felts stated that all three commissioners assigned to the North Central Unit would conduct the hearings via video hearing.

There were no further comments or questions regarding Old Business.

New Business

Chairman Felts stated there was one Act 539 inmate awaiting a hearing who is incarcerated at Utah State Prison. There will be two commissioners assigned to conduct that hearing.

Chairman Felts announced that today was the last board meeting for Ms. Kelly Knuckles, Executive Assistant to the Chairman; he stated that Ms. Knuckles would be joining the ACC Reentry Team. Chairman Felts expressed his gratitude to Ms. Knuckles for the work she has done for the agency and that she will be missed.

There were no questions or concerns regarding New Business.

Files for Review

There were no questions or concerns regarding the Files for Review.

Adoption of Recommendations

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

Recess and Reconvene

Chairman Felts called the meeting back to order for the Board to discuss the outcome of the assessment review.

The meeting recessed at 9:37 and reconvened at 10:50. Chairman Felts opened the floor for discussion amongst the Board. Commissioner McCastlain stated that the Board agreed to sign the CSA in order for the agency to meet the deadline, however, the Board determined that in the interim of the next assessment due date the Board would like to have input and amend for future submissions of the CSA.

Chairman Felts moved to adopt the Controlled Self-Assessment. Vice-Chairman Belken seconded the motion. The motion passed.

Other Discussion

The Board discussed the April schedule for scheduling conflicts and potential changes.

There were no further questions or concerns to be discussed at this time.

Adjournment

The meeting adjourned at 11:00 a.m.

The next Board meeting will be held on Thursday, April 12, 2018, at 9:00 a.m.

Signature on File

**John Felts
Chairman**

Signature on File

**Andy Shock
Secretary**

ARKANSAS PAROLE BOARD

FULL BOARD RATIFICATION OF VOTES

March 2018

UNITS:

RATIFIED (X)

R.L. Williams/SEC



Pine Bluff/Ester



Grimes



East Arkansas



Mississippi Co. W/R/NEACC



Varner



Ouachita



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 29, 2018