



MINUTES

OF THE ARKANSAS BOARD OF PAROLE MEETING

March 31, 2011

ABP Board Room
105 W. Capitol – Suite 500
Little Rock, Arkansas

MEMBERS PRESENT:

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

**ABSENT/EXCUSED WITH
VALID REASONS:**

Joseph Peacock, Commissioner
Carol V. Bohannon, Attorney
James L. Williams, II, Attorney
Ashley Vailes, Attorney

MINUTES SUBMITTED BY: Sharon Lewis, Executive Assistant to the Chairman

OTHERS IN ATTENDANCE

Dan Roberts, Deputy Director, Parole/Probation, Department of Community Services (DCC)
Steve Arnold, Assistant Director, Department of Community Correction
Jeff Tillman, Assistant Director, Department of Community Correction
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC
Meredith Rebsamen, Assistant Attorney General, Attorney General's (AG's) Office
Norma Gillerson, Fiscal Support Supervisor, ABP
Solomon Graves, Administrative Services Manager/ACA Coordinator, ABP
Tamara Salaam, Administrative Support Supervisor – Parole Services, ABP
Lois Hansberry, Administrative Support Supervisor - Revocation, ABP
Sharon Lewis, Executive Assistant to the Chairman - DCC

Called to Order

The *Chairman* called the ABP meeting to order @ 9:30 a.m. A quorum was present.

Approval of March 17, 2011 Minutes

Commissioner Wallace moved. The minutes were approved as presented.
Commissioner Carpenter seconded. Motion carried.

Population Reports

The Board reviewed the population reports submitted by ADC, DCC and ABP. The agencies are still trying to reduce the number in county jail backup. The other monthly reports were available for review on the ABP server.

Fiscal Report

Mrs. Gillerson gave a financial report and distributed copies of the February 28th Accounts Payable Report to the Board. All travel reimbursements have been suspended; only essential supplies will be purchased for the remainder of 2011 Fiscal Year. The Chairman reported that the vehicle assigned to him will be available for usage.

Hearing Examiners' Reports

The Board reviewed the Hearing Examiners report for March. These reports detailed the number of revocation hearings conducted, vehicle mileage and files reviewed. The Chairman stated improvements were needed with the overall hearing results. This issue will be discussed at a later date.

Old Business

ABP Agency Updates – Mr. Graves reported on the following:

- Victim Input –Individuals who are registered with Victim Information & Notification Everyday (VINE) did not receive notification of upcoming hearing of appropriate inmates. The ABP Victim Coordinator will be notifying ACIC in the event a hold is placed on an inmate's release or other actions need to be taken. Staff was directed to prepare for the increase in calls from the public.
- Two Auditors will be conducting the ACA Accreditation Audit for the agency May 2-3, 2011. The audit will begin at 9:00 a.m., with introductory meeting for Board Members, Hearing Examiners and staff with assigned standards.
- ORAS: The Re-entry Tool has been loaded into eOMIS for testing. Mr. Graves, Ms. Salaam, and Ms. Haney will be reviewing the system.
- eOMIS: The Board Member Comment Section has been loaded into eOMIS. This section has been designated for Board Members to enter their case notes for upcoming cases. Instructions for accessing the screen are being finalized.
- A copy of the various legislative updates concerning ABP was distributed.
- A draft of the resolution for the Southwest Good Samaritan Restoration Center was submitted for review and revisions.

New Business

Lewis-Burnett Employment Finders, Inc.: Ms. Darlene Lewis, Founder & CEO of this program was added to the agenda. She gave a very brief presentation on the relocation and on-going activities of her program; which works with ex-offenders in finding employment. The new address is Little Rock Corporate Center, 7123 I-30, Suite 6, Little Rock, AR 72209.

Schedule – APRIL 2011.

The hearing schedule was reviewed and the Board was requested to notify the Chairman and/or Tamara Salaam of any changes needed.

Files for Review and/or Discussion

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

Ratification of Votes

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

The meeting adjourned at 9:55 a.m.

Signature on File

**LEROY BROWNLEE
CHAIRMAN**

Signature on File

**RICHARD L. MAYS, JR.
SECRETARY**

**ARKANSAS BOARD OF PAROLE
FULL BOARD RATIFICATION VOTES BY UNITS**

MARCH 2011

UNITS:

RATIFIED (X)

BENTON



CAC



CUMMINS



DIAGNOSTIC



EAST



MISSISSIPPI CO.



NEAC



OUACHITA REGIONAL



PINE BLUFF



RANDALL L. WILLIAMS CORR.



SEAR



SWAR



TRCC



VARNER



WRIGHTSVILLE



OTHER: RESCINDS & TRANSFER SCREENINGS, ACT 290'S
SPECIAL CONSIDERATIONS, 700'S, RECONSIDERATION, REVOCATION APPEALS, CLEMENCIES,
PARDONS, EMERGENCY POWERS ACT (EPA), ETC.

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

RATIFICATION DATE: March 31, 2011