



**MINUTES OF THE  
ARKANSAS PAROLE BOARD  
APRIL 11, 2013 @ 9:30 A.M.  
APB Board Room**

**BOARD MEMBERS PRESENT:**

John Felts, Chairman  
Richard L. Mays, Jr., Secretary/Commissioner  
Abraham Carpenter, Commissioner  
Dawne Vandiver, Commissioner  
Joseph Peacock, Commissioner  
Richard Brown Jr., Commissioner

**HEARING EXAMINES PRESENT:**

Jim Williams, Hearing Examiner/Attorney  
Ashley Vailes, Hearing Examiner/Attorney

**EXCUSED WITH VALID REASON:**

James Wallace, Vice-Chairman/Commissioner  
Carol Bohannon, Hearing Examiner/Attorney

**OTHERS PRESENT**

Solomon Graves, Administrative Services Manager, APB  
Mahogany Brown, Fiscal Support Supervisor, APB  
Tamara Saalam, Administrative Specialist III (Parole), APB  
Dan Roberts, Deputy Director, Parole/Probation Services, DCC  
Steve Arnold, Assistant Director, Parole/Probation Services, DCC  
Damien McNeil, Assistant Director, Parole/Probation Services, DCC  
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC

**CALL TO ORDER**

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

**APPROVAL OF MINUTES – MARCH 28, 2013**

Commissioner Carpenter moved. Commissioner Peacock seconded the motion. The minutes were approved as presented.

**AGENCY UPDATES**

Mr. Graves discussed Legislative updates on Act 1029, which would require an offender on supervision who is charged with a violent or sex related crime to have a mandatory revocation hearing. Mr. Graves stated that they will be working on this change and it will be implemented by July 2013.

Mr. Graves stated that there have been several IT issues that are in the process of being reviewed. The Hearing Examiners are having an issue with their video hearings. He stated that he and Jim Williams will be meeting on Monday with DIS to resolve this issue. They will also be discussing the instant video messaging client currently in use and all issues should be corrected by next week.

Mr. Graves stated that he and Ms. Mahogany Brown met with the Chairman regarding a new IT position. They have proposed reclassifying Ms. Brown’s former position into a new position for IT purposes. This has been approved and he stated that they are currently working to create a job description. This person will work on IT issues and eOMIS. This should be finalized by May and submitted for approval. It will then be submitted for Legislative approval and by the summer it should be available to post.

**OLD BUSINESS**

There was no new business to discuss.

**NEW BUSINESS**

Chairman Felts stated that today the Board has a special guest. Mr. Richard Stroker from the National Parole Resources Center is here today and will be talking with the Board regarding strategic planning.

Commissioner Mays stated that they recently interviewed candidates to fill the Administrative Specialist III position and while all the applicants were very good, they are recommending Mrs. Laura Harp for the position. She has done a great job and the panel agreed that she would be an ideal candidate for the position. Commissioner Mays moved to approve this hiring recommendation. Commissioner Peacock seconded the motion. The motion was carried.

**FILES FOR REVIEW**

There were no questions regarding the files for review.

**RATIFICATION OF VOTES**

Commissioner Mays moved to ratify the votes. Commissioner Carpenter seconded. The motion was carried.

**ADJOURNMENT**

The next Board meeting will be held on Thursday, April 25, 2013 at 9:30a.m. in the APB Boardroom.

The meeting adjourned at 9:50 a.m.

**Signature on File**

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**John Felts**  
**Chairman**

**Signature on File**

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**Richard L. Mays, Jr.**  
**Secretary**

**ARKANSAS PAROLE BOARD  
FIRST BOARD RATIFICATION OF VOTES**

**APRIL 2013**

<b><u>UNITS:</u></b>	<b><u>RATIFIED (X)</u></b>
DELTA	<input type="checkbox"/>
NORTH CENTRAL UNIT	<input type="checkbox"/>
NORTH WEST/WASHINGTON CO.	<input type="checkbox"/>
TUCKER	<input type="checkbox"/>
TUCKER MAX.	<input type="checkbox"/>
GRIMES	<input type="checkbox"/>
MCPHERSON	<input type="checkbox"/>
CUMMINS	<input type="checkbox"/>
<b>OTHER:</b> TRANSFER SCREENINGS, COMMUTATIONS, PARDONS RECONSIDERATIONS, REVOCATION APPEALS, RESCINDS, SPECIAL CONDITIONS, ACT 290, 700'S, EPA, ETC.	<input type="checkbox"/>

**MOTION BY:** Commissioner Mays

**SECONDED BY:** Commissioner Carpenter

**RATIFICATION DATE:** APRIL 11, 2013