



**MINUTES OF THE  
ARKANSAS PAROLE BOARD  
MAY 15, 2014 @ 9:30 A.M.  
APB BOARDROOM**

**BOARD MEMBERS PRESENT:**

John Felts, Chairman  
Richard Brown Jr., Vice-Chairman/Commissioner  
Dawne Vandiver, Secretary/Commissioner  
Jimmy Wallace, Commissioner  
Abraham Carpenter, Commissioner  
Dennis Young, Commissioner  
Richard L. Mays, Jr., Commissioner

**HEARING JUDGES PRESENT:**

Ashley Vailes, Hearing Judge/Attorney  
Cara Boyd-Conners, Hearing Judge/Attorney  
Jim Williams, Hearing Judge/Attorney  
Carol Bohannon, Hearing Judge/Attorney

**EXCUSED WITH VALID REASON:**

Melissa Haney, Executive Assistant to the Chairman, APB

**OTHERS PRESENT**

Solomon Graves, Administrative Services Manager, APB  
Mahogany Franklin, Fiscal Support Supervisor, APB  
Ken Giesbrecht, Computer Support Specialist, APB  
Tamara Salaam, Administrative Specialist III (Parole), APB  
Sheila Sharp, Director, ACC  
Dina Tyler, Assistant Director of Public Relations, ACC  
Shirley Ellingburg, IRS Area Manager, DCC

## **CALL TO ORDER**

Chairman Felts called the meeting to order at 9:34 am. A quorum was declared.

## **APPROVAL OF MINUTES – April 24, 2014**

Commissioner Young moved for approval. Commissioner Vandiver seconded the motion. The minutes were approved as presented.

## **AGENCY UPDATES**

Solomon Graves, Administrative Services Manager, discussed the 2014 Prison Projection and the Board of Correction Training Report. Graves stated that the Prison Projection report is available for the Board's review. Director ACC, Sheila Sharp, was in attendance to answer questions.

Graves discussed the realignment of the Parole Services job duties. He thanked Tamara Salaam and Delores Jones for their hard work during the last few months. He proposed several changes in structure and responsibility to make the duties of this area more efficient. He stated that he will be providing a copy of these changes to the Board and to Mrs. Ellingburg's staff. He credited Parole Services with these proposed changes.

Graves stated the Board is preparing for the 2015 Legislative Session. The Board will be meeting on Monday, June 2<sup>nd</sup> at the Crown Plaza beginning at 9:00 a.m. Graves stated that this meeting will continue until late afternoon and the Board will formulate its Legislative package. The Governor's office has directed each agency to put together a slate of proposals, which they will view and provide to the next administration with their recommendations. Mr. Graves discussed several areas that will be considered for the 2015 Legislative Session.

Graves stated that on May 28<sup>th</sup> and 29<sup>th</sup> we will be having our ACA audit. Graves stated next Wednesday, May 21<sup>st</sup> at 2:00 pm we will have an ACA Audit Orientation meeting.

## **OLD BUSINESS**

There was no old business to discuss.

## **NEW BUSINESS**

Chairman Felts discussed the Sanctions policy. He introduced Ms. Dina Tyler, Assistant Director of Public Relations, of ACC, discussed the policy. There were several issues and questions from the Board regarding the Sanctions process. These questions were discussed and answered by Director Sharp and staff. Chairman Felts requested a copy of the policy and statute to be further reviewed by the Board. ACC stated that they will provide this documentation and further review the policy.

## **FILES FOR REVIEW**

Commissioner Young requested to know if the victims are allowed to know the status of these files today or if they need to wait until next week to get this information. Chairman Felts stated that these results are available as of today. Commissioner Young asked how the inmate is notified of the Board's decisions. Mr. Graves and Mrs. Ellingburg explained the process to the Board. There were no further questions regarding the files for review.

## **ADOPTION OF RECOMMENDATIONS**

Commissioner Vandiver, Secretary of the Board, moved to adopt the recommendations. Commissioner Carpenter seconded. The motion was carried.

## **EXECUTIVE SESSION**

Chairman Felts called the Board into Executive Session at 11:08 a.m. in order to discuss the job performance of Mrs. Mahogany Franklin. The Board adjourned from Executive Session at 11:28 am. There was no action

taken at this time.

**OTHER COMMENTS**

Mr. John Belken, Investigator, reminded the Board that there will be emergency preparedness training on Monday, May 19<sup>th</sup> at 9:00 am.

Mr. Graves requested the Boards approval on the recommendation to move the May 29<sup>th</sup> Board meeting to 1:00 p.m. due to the ACA audit. Chairman Felts motioned to move the meeting to 1:00 pm. Commissioner Vandiver seconded the motion. The motion was carried.

**ADJOURNMENT**

The next Board meeting will be held on Thursday, May 29, 2014 at 1:00 p.m. in the APB Boardroom.

The meeting adjourned at 11:30 a.m.

**Signature on File**

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**John Felts**  
**Chairman**

**Signature on File**

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**Dawne Vandiver**  
**Secretary**

**ARKANSAS PAROLE BOARD  
FIRST BOARD ADOPTION OF RECOMMENDATIONS**

**MAY 2014**

**UNITS:**

<b>DELTA</b>	<input type="checkbox"/>
<b>NORTH CENTRAL UNIT</b>	<input type="checkbox"/>
<b>NORTH WEST/WASHINGTON CO.</b>	<input type="checkbox"/>
<b>TUCKER</b>	<input type="checkbox"/>
<b>TUCKER MAX.</b>	<input type="checkbox"/>
<b>GRIMES</b>	<input type="checkbox"/>
<b>MCPHERSON</b>	<input type="checkbox"/>
<b>MCPHERSON</b>	<input type="checkbox"/>
<b>BENTON</b>	<input type="checkbox"/>
<b>TRCC/SW</b>	<input type="checkbox"/>
<b>DCC-CAC</b>	<input type="checkbox"/>
<b>CUMMINS</b>	<input type="checkbox"/>
<b>OTHER: TRANSFER SCREENINGS, COMMUTATIONS, PARDONS RECONSIDERATIONS, REVOCATION APPEALS, RESCINDS, SPECIAL CONDITIONS, ACT 290, 700'S, EPA, ETC.</b>	<input type="checkbox"/>

**MOTION BY: Commissioner Vandiver**

**SECONDED BY: Commissioner Carpenter**

**ADOPTION DATE: MAY 15, 2014**