



# MINUTES OF THE ARKANSAS PAROLE BOARD

July 26, 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  
Christie Little, Business Operations Manager, APB  
Scott Howard, Investigator, APB  
Tamara Salaam, Administrative Support Supervisor, APB  
Rachel Butler, Fiscal Support Specialist, APB  
William T. Bowman, II, Systems Coordination Analyst, APB  
Shirley Ellingburg, Area Manager, Institutional Release Services, ACC  
Hollie Wellborn, Executive Assistant to the Chairman, APB  
Jennifer Thompson, Administrative Specialist III, APB

## **Absent:**

Monica Adams, Administrative Support Supervisor, APB

## **Call to Order**

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

## **Approval of Minutes – July 12, 2018**

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

## **Review of Population Reports**

Chairman Felts reviewed ADC population report first. He stated that ADC is above capacity. He noted that there are 91 females in county jail backup and 1,461 males in county jail backup. The total count for ADC's population is 17,934.

Chairman Felts then reviewed the ACC population report. ACC has a total jurisdictional count of 2,051.

Ms. Dawne Vandiver, Commissioner, asked if the Cummins Modular Unit is being reopened. Chairman Felts responded that the Cummins Modular Unit would be reopening. There was not a time given as to when.

There were no further questions about the population reports.

## **Attorney General's Report**

There was nothing to report from the Attorney General's office at this time.

## **Fiscal Report Update**

Ms. Rachel Butler, Fiscal Support Specialist, updated the Board on the Fiscal Report. Ms. Butler reported that effective July 1, 2017, we received funding of \$274,811 for maintenance, operations, and travel for fiscal year 2018. As of June 30, 2018 we have spent \$265,212.55 (97%) of the maintenance, operations, and travel budget. At this time last year, the APB had spent 90% of the operating expense budget.

Ms. Dawne Vandiver asked if we gave any money back to the state. Ms. Butler stated that we gave back \$9,598.45.

Ms. Lona McCastlain, Commissioner, asked if we have completed the audit yet. Ms. Butler advised her that we have completed the audit.

A copy of the fiscal report was included in each board member's file 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 June 2018. Ms. Cummings reported to the Board that there were a total of 453 actions that number includes 324 waivers, 101 revocation hearings, and 28 administrative revocations.

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 reported that there would be a meeting regarding the Justice Reinvestment Initiative. She noted that ACC is seeking assistance from the Bureau of Justice Statistics. They have requested the Board's support in seeking that and working together.

There were no further comments or questions regarding Agency Updates.

### **Old Business**

Chairman Felts reviewed a revised version of the Standard Conditions of Parole. Chairman Felts asked the Board to vote to accept the revised Standard Conditions of Parole. Vice-Chairman Belken asked that the Standard Conditions of Parole be changed to Standard Conditions of Parole as set by the Parole Board. Chairman Felts accepted the change.

A copy of the standard conditions of parole revision was included in each board member's file for review.

Vice-Chairman Belken moved to adopt the new Standard Conditions of Parole as set by the Parole Board. Secretary Shock seconded the motion. The motion passed.

Vice-Chairman Belken thanked the staff for assisting him in the shadowing/internship of Spencer Nobleman.

There were no further comments or questions regarding Old Business.

### **New Business**

There was nothing to report regarding New Business.

### **Files for Review**

A copy of the files for review was included in each board member's file for review.

There were no questions or comments regarding the files for review.

**Adoption of Recommendations**

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

**Other Discussion**

A copy of the calendar and hearing schedule was included in each board member’s file for review. Chairman Felts told the Board that any changes could be taken up with him.

Ms. Shirley Ellingburg announced that Andrae Campbell has resigned from ADC.

Chairman Felts informed the board that the hearing judges would be out of the office Monday through Wednesday to go to a conference in Philadelphia.

**Adjournment**

The meeting adjourned at 9:36 a.m.

The next Board meeting will be held on Thursday, August 9, 2018, 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

July 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: July 26, 2018