



**MINUTES OF THE
ARKANSAS PAROLE BOARD
JULY 26, 2012 @ 9:30 A.M.
APB BOARDROOM**

BOARD MEMBERS PRESENT:

John Felts, Chairman
James Wallace, Vice-Chairman/Commissioner
Richard Brown Jr., Commissioner
Carolyn Robinson, Commissioner
Abraham Carpenter, Commissioner
Joe Peacock, Commissioner

HEARING EXAMINERS PRESENT:

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

EXCUSED WITH VALID REASONS

Richard L. Mays, Jr., Secretary/Commissioner
Carol Bohannon, Hearing Examiner/Attorney

OTHERS PRESENT

Solomon Graves, Administrative Services Manager, APB
Norma Gillerson, Fiscal Support Manager, APB
Melissa Haney, Executive Assistant to the Chairman, APB
Tamara Salaam, Administrative Support Specialist, APB
Dan Roberts, Deputy Director, Parole/Probation, DCC
Damien McNeil, Assistant Director, Parole/Probation, DCC
Steve Arnold, Assistant Director, Parole/Probation, DCC
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC
Meredith Rebsamen, Asst. Attorney General, Attorney Generals Office

CALL TO ORDER

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

APPROVAL OF MINUTES – JULY 12, 2012

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

POPULATION REPORT

Chairman Felts reported that there are 13,999 inmates in the Department of Correction. He stated that there are currently 358 inmates in the county jail backup with a total of 14,854.

In review of the DCC population report there are a total of 117 individuals in backup waiting to go to TVP. Of this population there are 78 males and 9 females in custody. There are also 30 males not in custody at this time.

Chairman Felts reported that the Board's monthly report shows 362 approved out of 423 total screenings giving the Board an 85.5% approval rate. The monthly report for transfer hearings reported 261 approved hearings out of 384 for the month of June, giving the Board an approval rate of 68%. There were 948 total actions completed by the Board for the month of June, this number includes totals for Commutations and Pardons. The Board denied 58 cases and deferred 126 for further action.

Chairman Felts also reported that there are currently 29,422 individuals on probation and 23,445 on parole.

ATTORNEY GENERAL'S OFFICE

Mrs. Meredith Rebsamen thanked the Board for having her back as their representative from the Attorney General's office. She stated that she looks forward to working with everyone again in the upcoming year.

FISCAL REPORT

Mrs. Norma Gillerson stated that as of June 30, 2012 the Board has expended 99% of the total FY 2012 budget. The report is in the Board folders for review.

She also stated that there is a budget meeting scheduled for July 30, 2012 at 2:00 pm to discuss future fiscal matters.

HEARING EXAMINERS REPORT

The Hearing Examiners report showed a total of 35 hearings conducted. Of that total 26 were revoked to ADC, 3 were revoked to TVP, 3 were not revoked and 1 was deferred. There were also 3 compact hearings held during this period. There were no questions regarding the Hearing Examiner Report.

Chairman Felts stated that the title of Hearing Examiners has been changed to Revocation Hearing Judges.

AGENCY UPDATES

Mr. Graves presented the American Correctional Association annual review to the Board for approval and stated that the Board needs to review and possibly revise its mission statement and goals (standard 2-APA-1022). Chairman Felts said that the Board will set a date to discuss any necessary changes.

On September 24-25, the Board is scheduled to discuss its legislative priorities for the upcoming legislative session along with our responses to the recent inquiry from the Legislative Council. This meeting will be held in Malvern at 1:00pm. The exact location is still to be determined.

Chairman Felts commented on the recent trip to the ACA conference in Colorado. He stated that they had a good conference and made good contacts with other Parole Boards. He reported that Mr. Graves will be making a trip to Tennessee to attend a meeting on automation. Tennessee is in the early stages of implementing paperless hearings and this may be a useful tool that can be applied to our Board.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

Chairman Felts stated that the Board should have copies of the calendar for August in their Board packets. He stated that, as always, if changes need to be addressed please bring these to the attention of the Board and they can be addressed accordingly.

FILES FOR DISCUSSION REVIEW

There were no questions regarding files for review.

RATIFICATION OF VOTES

Commissioner Wallace moved. Commissioner Peacock seconded the motion to ratify the votes. Motion carried.

OTHER COMMENTS

Chairman Felts stated that this completes the business on the Board's agenda and that the Board will be going into Executive Session at this time. Executive Session began at 10:00 a.m. and ended at 11:00 a.m.

Chairman Felts stated that the Board has taken action regarding an individual employee and this individual will be placed on 6 months probation. Commissioner Wallace moved to place the individual on probation and stated that this individual's job duties will need to be clearly outlined by the Board. Commissioner Carpenter seconded. Motion Carried.

ADJOURNMENT

The next Board meeting will be held on Thursday, July 26, 2012 at 9:30a.m. This meeting will take place in the APB Boardroom.

The meeting adjourned at 11:10 a.m.

Signature on File

John Felts
Chairman

Signature on File

Richard L. Mays, Jr.
Secretary

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

JULY 2012

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	X
CACCC	X
EAST AR	X
MISSISSIPPI CO.	X
NEACCC	X
OUACHITA RIVER CORR.	X
PINE BLUFF	X
R.L. WILLIAMS	X
SEARC	X
SWARC	X
TRCC	X
VARNER	X
WRIGHTSVILLE	X
OTHER: PARDONS, COMMUTATIONS, TRANSFER SCREENINGS, ACT 290, 700'S, RECONSIDERATION, REVOCATION APPEALS, EPA, RESCINDS, SPECIAL CONDITIONS, ETC.	X

MOTION BY: Commissioner Wallace SECONDED BY: Commissioner Peacock

RATIFICATION DATE: JULY 12, 2012