



MINUTES
OF THE ARKANSAS BOARD OF PAROLE MEETING
JULY 28, 2011 – 9:30 a.m.
ABP Boardroom

MEMBERS PRESENT:

John Felts, Chairman
Abraham Carpenter, Jr., Vice-Chairman
Richard L. Mays, Jr., Secretary/Commissioner
Carolyn Robinson, Commissioner
Joseph Peacock, Commissioner
Jimmy Wallace, Commissioner
Richard Brown, Jr., Commissioner

HEARING EXAMINERS:

Carol V. Bohannon, Hearing Examiner/Attorney
James L. Williams, II, Hearing Examiner/Attorney
Ashley Vailes, Hearing Examiner/Attorney

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

OTHERS PRESENT:

Dan Roberts, Deputy Director, Department of Community Correction (DCC)
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC
Arnie Jochums, Assistant Attorney General, Attorney General's (AG's) Office
Solomon Graves, Administrative Services Manager / ACA Coordinator, ABP
Norma Gillerson, Fiscal Support Supervisor, ABP
Tamara Salaam, Administrative Support Supervisor – Parole Services, ABP
Sharon Lewis, Executive Assistant to the Director, ABP

Call to Order

Chairman Felts called the meeting to order and declared a quorum at 9:30 a.m.

Approval of July 14, 2011 Minutes

Commissioner Carpenter moved. The minutes were approved as presented. Commissioner Mays seconded the motion. Motion carried.

Population Reports

The Board reviewed the population reports received from ADC, DCC and ABP.

Commissioner Peacock ask how much has the population been reduced due to paroling of the inmates on a two year sentence. Response: All were cleared out in June. At least 118 inmates were moved out and a meeting will be held later today on processing inmates with a sentence of 3 years or less. The Board will still be looking at other avenues for reducing the prison population growth.

Dan Roberts reported that TVP population was down because of the new sanctioning grid and that only 37 inmates were waiting to go into the Omega Unit.

Attorney General's Office

Mr. Jochums reported that he has received several lawsuits filed by inmates on time calculation and where the ADC Director and the former ABP Chairman were named as defendants. Mr. Felts will be substituted in the placed of the former Chairman in the lawsuits.

Hearing Examiners' Reports

Each Hearing Examiner presented their report on their activities and the revocation hearings they conducted this month.

Mr. Williams informed the Board that the Revocation Section is undergoing an audit to see what needs to be changed to make it run more efficient.

Chairman Felts extended thanks to the Hearing Examiners on doing a job well done since the agency reorganization that gave them the additional role as supervisors.

Fiscal Report

Mrs. Gillerson presented the agency's financial overview as of June 30, 2011.

Old Business

Agency Updates: Mr. Graves reported on the following events for the agency:

- To comply with Act 570 (Pew Bill), the following will need to be implemented: (1) a standardized training curriculum developed for Board Members and (2) A monthly report will be developed and submitted to appropriate individuals. Dr. James Austin, Consultant for JFA Institute & Associates, will be visiting the Board August 30th from 9:00 a.m. – 11:00 a.m., to assist with the training curriculum and monthly report.
- One of the requirements of Act 570 is that the Board must see inmates 6 months prior to their eligibility date. There will be a large increase in the number of cases seen beginning in October. The Board will need to take a close look at how the units are scheduled in order to adequately address the increase in caseloads.
- A copy of the updated list of good time awards for ADC programs was distributed to the Board.

- Mr. Graves distributed a listing of the requested eOMIS Projects that were forwarded to Marquis for development on July 22nd.
 - Commissioner Peacock inquired about the legality of keying in votes 24 hours prior to the Board Meeting date in which they are to be ratified by the Board. Response: Mr. Graves stated this will allow staff adequate time to enter votes into eOMIS given the increase in the number of hearings the Board is expecting. Votes can still be changed, if needed, upon ratification.

The Chairman thanked Mr. Graves for his assistance during the transition of the Chairman.

New Business

Hearing Schedule – AUGUST

The schedule was reviewed. The board was requested to notify the appropriate individual(s), if any changes are needed.

Interview Worksheet – Mrs. Bohannon made a presentation on the new worksheet developed by the Committee (Shirley Ellingburg, Solomon Graves, Carol Bohannon, and Jimmy Wallace). They incorporated changes from Parole Services staff in the new worksheet. Sections were moved around, new reasons for denial were added, and more comment space was added. The new worksheet will be implemented as IRS begins to assemble new files. It is expected to be at least 2 months before the new worksheet appears in files.

Commissioner Wallace made a motion to adopt the new worksheet. Commissioner Peacock seconded the motion. The motion carried.

Parking: This item was added to the agenda. Commissioner Peacock chaired the Parking Committee which consisted of himself, Carol Bohannon and Chairman Felts. Parking spaces were reassigned, with Board Members parking behind and/or closer to the building and Hearing Examiners parking next to each other. The changes are to go into effect Monday, August 1, 2011. ABP staff will receive a copy of the assignment of new parking spaces.

Commissioner Wallace made a motion to adopt the new parking assignments and Commissioner Mays seconded the motion. The motion carried.

Richard Brown, Jr. The Chairman introduced Mr. Brown as the new Board Member for ABP. He replaced Mr. Leroy Brownlee, who retired June 30th. Mr. Brown will begin his duties on Monday, August 1st.

Files for Discussion / Review

An overview of the victim input hearings was conducted.

Ratification of Votes

Commissioner Mays moved.

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

This meeting adjourned at 10:16 a.m.

Signature on File

**JOHN FELTS
CHAIRMAN**

Signature on File

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

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

JULY 2011

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	<input checked="" type="checkbox"/>
CACCC	<input checked="" type="checkbox"/>
CUMMINS	<input checked="" type="checkbox"/>
DIAGNOSTIC	<input checked="" type="checkbox"/>
EAST	<input checked="" type="checkbox"/>
MISSISSIPPI CO.	<input checked="" type="checkbox"/>
NEACCC	<input checked="" type="checkbox"/>
OUACHITA REGIONAL	<input checked="" type="checkbox"/>
PINE BLUFF	<input checked="" type="checkbox"/>
RANDALL L. WILLIAMS CORR.	<input checked="" type="checkbox"/>
SEARC	<input checked="" type="checkbox"/>
SWARC	<input checked="" type="checkbox"/>
TRCC	<input checked="" type="checkbox"/>
VARNER	<input checked="" type="checkbox"/>
WRIGHTSVILLE	<input checked="" type="checkbox"/>
OTHER: RESCINDS & TRANSFER SCREENINGS, ACT 290'S, EPA, 700'S, SPECIAL CONSIDERATIONS, RECONSIDERATION, REVOCATION APPEALS, CLEMENCIES, ETC.	<input checked="" type="checkbox"/>

MOTION BY: Richard Mays, Jr. SECONDED BY: Abraham Carpenter, Jr.

RATIFICATION DATE: JULY 28, 2011