



MINUTES OF THE ARKANSAS PAROLE BOARD

August 10, 2017

9:00 A.M.

APB BOARDROOM

BOARD MEMBERS PRESENT:

John Felts, Chairman
John Belken, Vice Chairman
Dawne Vandiver, Commissioner
Abraham Carpenter, Jr., Commissioner
Jerry Riley, Commissioner
Lona McCastlain, Commissioner

EXCUSED WITH VALID REASONS:

Andy Shock, Secretary/Commissioner, APB
Carol Bohannon, Hearing Judge/Attorney, APB
Lisa Wilkins, Hearing Judge/Attorney, APB
Evelyn Gomez, Hearing Judge/Attorney, APB
Solomon Graves, Public Information Officer, ADC
Jerry Bradshaw, Deputy Director of Parole and Probation, ACC
Nga Mahfouz, Assistant Attorney General, Attorney General's Office

OTHERS PRESENT:

Brooke D. Cummings, Executive Administrator, APB
Janice Horton, Business Operations Manager, APB
Rachel Butler, Fiscal Support Specialist, APB
Kelly Knuckles, Executive Assistant to the Chairman, APB
Scott Howard, Investigator, APB
Tamara Salaam, Administrative Support Supervisor, APB
Kenya Woods, Victim Input Coordinator, APB
Christie Little, Administrative Support Supervisor, APB
William T. Bowman, II, Computer Support Analyst, APB
Shirley Ellingburg, Area Manager, Institutional Release Services
Amber Schubert, Legal Counsel, ACC

Call to Order

Chairman Felts called the board meeting to order at 9:02 am. Commissioner Shock is out on annual leave today. A quorum was declared.

Approval of Minutes- July 27, 2017

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

Chairman Felts acknowledged the presence of Amber Schubert, ACC Legal Counsel, at today's Parole Board meeting.

Agency Updates

Ms. Brooke Cummings, Executive Administrator, mentioned to the Board that Jen Kisela with Council of State Governments visited with the Board yesterday to discuss the Parole Board guidelines tool that is set to pilot in October of 2017. The launch of the guideline tool will be conditioned upon the Board approving the guidelines and all issues being resolved prior to the launch. Ms. Cummings stated that the Board will meet with CSG again on September 13, 2017.

Chairman Felts stated that there were monies available to carry out Act 423, he stated that Ms. Cummings had taken on the project with ACC. Ms. Cummings mentioned that the task would include a couple of different phases to request for sub-award funding. Ms. Cummings stated this would specifically request sub-award funding to cover project costs for the ARORA-PRI and parole guidelines tool. Ms. Cummings assured the Board that she would keep them updated with any changes.

There were no further questions or concerns regarding Agency Updates.

Old Business

There was no update regarding Old Business at this time.

New Business

Mr. William Bowman, Computer Support Analyst, stated there was a test ran with the video phones at the McPherson Unit and the test ran smoothly. Mr. Bowman will follow-up with the Board at the end of the month with any changes that may occur.

Chairman Felts stated there have been a couple of incidents recently at the Tucker Max Unit and are currently under investigation. Chairman Felts will update the Board with any changes in the future.

In addition, Chairman Felts acknowledged that Ms. Janice Horton, Business Operations Manager, will be leaving the agency on August 11, 2017. Chairman Felts stated Ms. Horton will be missed, as well as the board members who equally acknowledged her hard work and dedication to the job.

There were no further questions or concerns regarding New Business at this time.

Files for Review

There were no questions regarding the Files for Review.

Adoption of Recommendations

Vice-Chairman Belken moved to adopt the recommendations. Commissioner Carpenter seconded. The motion passed.

Other Discussion

Ms. Shirley Ellingburg, Institution Release Services Area Manager, mentioned to the Board that Ms. Donna Cobb, an Institutional Release Officer, at the East Arkansas Unit has resigned and will be leaving soon. Ms. Ellingburg stated they are currently looking for a replacement for Ms. Cobb.

Adjournment

The meeting adjourned at 9:25 a.m.

The next Parole Board meeting will be held on Thursday, August 24, 2017 at 9:00 a.m.

Signature on File

John Felts
Chairman

Signature on File

John Belken
Vice-Chairman

**Arkansas Parole Board
FULL BOARD RATIFICATION OF VOTES**

August 2017

UNITS:

RATIFIED

Delta



Wrightsville



Wrightsville Satellite/Wrightsville Hawkins



Tucker



Tucker Max



Cummins



Benton



TRCC/SWACC



Bowie County



McPherson



North Central



NWA- Work Release



**OTHER: Pardons, Commutations, Transfer Screenings, ACT 290s,
700s, Reconsiderations, Revocation Appeals, Rescinds,
Special Conditions, EPAs, Etc.**



MOTION BY: Vice-Chairman Belken SECONDED BY: Commissioner Carpenter

RATIFICATION DATE: August 10, 2017