



MINUTES
OF THE ARKANSAS BOARD OF PAROLE MEETING
AUGUST 25, 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
Ashley Vailes, Hearing Examiner/Attorney

**ABSENT: EXCUSED WITH
VALID REASONS:**

James L. Williams, II, Hearing, Examiner/Attorney

OTHERS PRESENT:

Dan Roberts, Deputy Director, Department of Community Correction (DCC)
Steve Arnold, Assistant Director, Parole/Probation, Department of Community Correction
Rhonda Sharp, Public Relations, Department of Community Correction
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 Chairman, ABP

Call to Order

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

Approval of August 11, 2011 Minutes

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

Population Reports

The Board reviewed the population reports received from ADC, DCC and ABP.
Chairman Felts reported that on Tuesday, BOC held a conference call to vote on inmates eligible to be release through the Emergency Powers Act (EPA).

Commissioner Peacock asked Mr. Roberts on reasons for the unbalanced proportion between parole and probation absconders. **Response:** The final jurisdiction for probationers lies with the judges.

Attorney General's Office

Mr. Jochums stated there was no new information to report.

Hearing Examiners' Reports

The Hearing Examiners presented an oral report on the activities and the revocation hearings they conducted this month. Ms. Bohannon presented Mr. Williams report on his behalf.

Commissioner Peacock requested for the Hearing Examiners to begin including in their report the number of hearings they conduct at the units. **Response:** The Hearing Examiners were already in compliance with this request.

Fiscal Report

Mrs. Gillerson presented the agency's financial overview as of July 30, 2011. She asked for questions. Commissioner Wallace stated: To save on gasoline, agency cost and unless there is a geographical problem; he requested for Board members to car pool when they have to conduct hearings at the same unit(s) and/or leaving from a central location.

Old Business**Agency Updates:**

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

- To comply with Act 570 (Pew Bill), Ms. Wendy Naro, and Dr. James Austin, Consultants for JFA Institute & Associates, will be meeting with the Board, August 30th from 9:00 a.m. – 11:00 a.m., to assist the Board with developing a validated risk assessment and monthly report.
- The Chairman will be presenting training on September 1, from 9a – 12p to discuss the hearing process and interview techniques for the Board. Members were requested to submit any recommendations they may have.
- Updates submitted at the July 14th Board Meeting, regarding ABP Policies/Procedures Manual must be promulgated and filed with the Bureau of Legislative Research. Legal notices will run for 3 days, beginning August 30th. A public hearing will be September 29th at 10:00 a.m., following Board meeting.
- The automation of the Parole Interview Worksheet has been completed and has been placed in Production. The new form will begin being used in October.

Chairman Felts reminded the Board that one of the requirements of Act 570 is that the Board will see inmates 6 months prior to their eligibility date; instead of four (4). There will be a large increase in the number of cases seen beginning in October. Approximately 483 are currently scheduled for screening and 489 are scheduled for a hearing..

Class III & IV Inmates: Commissioner Wallace stated that these inmates are out of class and the Board should not see them until they are Class I or II.

Chairman Felts stated that hearings at the units are the most dangerous day of the year where anyone showing picture ID can come to the hearing. This problem needs to be addressed for security purposes. He requested to pass a resolution to defer all Class III & IV inmates. Commissioner Peacock said that doing away with seeing these inmates will save the IRS staff a lot of paperwork. Ms. Ellingburg stated that the inmates will be scheduled, but will not be seen. The Board will still have to vote on these files. She requested for the Chairman to get this in writing as a policy change. Chairman Felts asked Mr. Graves if this change will need to be voted on. Mr. Graves stated that it would be considered a substantive change, and therefore, would need to be promulgated..

Investigator Duties: The Chairman requested for this agenda item be tabled until the next scheduled Board meeting for further review.

New Business

Hearing Schedule – SEPTEMBER

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

The Arkansas Adult Probation and Parole Association (AAPPA) Conference will be held October 12-13. Mr. Graves requested for those attending, to contact Melissa Haney regarding their lodging plans.

Beginning next week, (August 29, 2011), a new swipe card system will be installed for security purposes. Cards will be issued to Board and staff. There also will be restrictions placed on some cards.

Files for Discussion / Review

An overview of the victim input hearings was conducted.

Ratification of Votes

Commissioner Mays moved.

Commissioner Wallace 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**

AUGUST 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: Jimmy Wallace

RATIFICATION DATE: AUGUST 25, 2011