



**MINUTES OF THE
ARKANSAS BOARD OF PAROLE
SEPTEMBER 16, 2010 @ 9:30 A.M.**

BOARD MEMBERS PRESENT:

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

**HEARING EXAMINERS
PRESENT:**

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

OTHERS PRESENT

Dan Roberts, Deputy Director, Department of Community Correction - Parole/Probation
Steve Arnold, Assistant Director, Department of Community Correction - Parole/Probation
Jeff Tillman, Assistant Director, Department of Community Correction - Parole/Probation
Shirley Ellingburg, Area Manager, Department of Community Correction - Institutional Release Services
Solomon Graves, Administrative Services Manager, ABP
Sharon Lewis, Executive Assistant to the Chairman, ABP
Norma Gillerson, Fiscal Supervisor, ABP
Tamara Salaam, Administrative Support Supervisor – Pre-Release, ABP
Lois Hansberry, Administrative Support Supervisor – Revocation
Melissa Haney, Administrative Analyst/Victim Input Coordinator, ABP

CALLED TO ORDER

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

APPROVAL OF MINUTES – August 26, 2010

Commissioner Carpenter moved that the minutes be approved as presented. Commissioner Felts seconded the motion. Motion carried.

OLD BUSINESS

Mr. Graves reported on Old and New Business:

- ABP Support Staff completed the Keying Votes Training on September 14th and will begin keying votes following today's (9/16/10) ratification. Thanks were extended to Ms. Salaam for taking on additional duties and to Ms. Ellingburg, Ms. Wisemon, and other IRS staff for the training provided to ABP staff.
- The agency website has been redesigned. It will go "live" on Monday, September 20th. A presentation of the site will be given following board meeting. The final cost of the project was the previously agreed upon contract price.
- The new website address will be <http://paroleboard.arkansas.gov>.
- On Friday, October 15, 2010, and Monday, October 18th, trainers from DCC will be conducting a 2 day session on Motivational Interviewing. The follow-up class will be held on Monday, November 1, 2010.
- The fall Arkansas Adult Parole/Probation Association (AAPPA) Conference will be held in West Memphis, Arkansas on September 22, 2010 and September 23, 2010. Information regarding the conference was distributed.

NEW BUSINESS

- Revocation Review Process – Changes are being implemented with DCC Parole Staff to bring uniformity to the revocation process. Changes will be made with document submission and hearing scheduling.
- Ohio Risk Assessment System (ORAS) Training – January 2011 is the projected date to automate and implement this tool. Mr. Bryan Lovins, a representative from the University of Cincinnati will address the Board on the functionality of this Reentry tool prior to implementation.
- The FY10 Annual Report has been completed and will be printed soon. Draft copies were distributed to the Board.
- Information Technology Liaison - An agreement has been made with ADC to designate a staff member to meet the basic IT needs of the Board. The Liaison will be housed at ABP and will continue to fulfill their duties with ADC as well. October 4th, is the effective date.

The September 22nd Victim Input Hearings will be rescheduled to September 20th and the September 23rd Parole Hearings (East & Wrightsville Units) will begin at 10:00 a.m. These changes will allow Board Members to attend the AAPP Conference.

Mr. Graves will be attending Supervisory Training during the week of September 27th – October 1st.

Commissioner Wallace stated the budget process is about to begin for all state agencies and requested a meeting with Commissioner Carpenter, Ms. Gillerson and Mr. Graves to discuss the agency's budget. The Chairman stated he will get with the budget committee on a date.

FILES FOR DISCUSSION - REVIEW

The Board reviewed the listing of victim input hearings that were conducted the first half of September 2010.

RATIFICATION OF VOTES

Commissioner Mays moved.

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

The meeting adjourned at 9:50 a.m.

Signature on File

Leroy Brownlee
Chairman

Signature on File

Richard L. Mays, Jr.
Secretary

**ARKANSAS BOARD OF PAROLE
FIRST BOARD VOTE RATIFICATION**

SEPTEMBER 2010

UNITS:

RATIFIED (X)

DELTA



GRIMES



MCPHERSON



NORTH CENTRAL UNIT



TUCKER



TUCKER MAX.



**OTHER: TRANSFER SCREENINGS, CLEMENCIES, PARDONS,
RECONSIDERATION, REVOCATION APPEALS, RESCINDS,
SPECIAL CONSIDERATIONS, ACT 290, 700'S, EPA, ETC.**



MOTION BY: RICHARD L. MAYS, JR. SECONDED BY: ABRAHAM CARPENTER, JR.

RATIFICATION DATE: SEPTEMBER 16, 2010