



**MINUTES OF THE
ARKANSAS PAROLE BOARD
September 28, 2017
9:00 A.M.
APB BOARDROOM**

Board Members Present:

John Felts, Chairman
John Belken, Vice Chairman
Andy Shock, Secretary
Dawne Vandiver, Commissioner
Abraham Carpenter, Commissioner
Jerry Riley, Commissioner
Lona McCastlain, Commissioner

Excused with Valid Reason(s):

Carol Bohannon, Hearing Judge/Attorney, APB
Lisa Wilkins, Hearing Judge/Attorney, APB
Evelyn Gomez, Hearing Judge/Attorney, APB
Nga Mahfouz, Assistant Attorney General, Attorney General's Office

Others Present:

Brooke Cummings, Executive Administrator, APB
Jessica Leija, Business Operations Manager, APB
Scott Howard, Investigator, APB
Kelly Knuckles, Executive Assistant to the Chairman, APB
Kenya Woods, Victim Input Coordinator, APB
William T. Bowman, II, Computer Support Analyst, APB
Christie Little, Administrative Support Supervisor, APB
Tamara Salaam, Administrative Support Supervisor, APB
Solomon Graves, Public Information Officer, ADC
Shirley Ellingburg, Area Manager, Institutional Release Services, ACC
Jerry Bradshaw, Director of Parole and Probation Services, ACC

Call to Order

Chairman Felts called the board meeting to order at 9:00 a.m. A quorum was declared.

Approval of Minutes – September 14, 2017

Secretary Shock moved for an approval of the minutes. Vice-Chairman Belken seconded the motion. The minutes were approved as presented.

Report Updates

Chairman Felts reported that there are 18,217 inmates incarcerated in the Arkansas Department of Correction (ADC). All ADC Units are at capacity at this time. There are currently 1,963 men and women on the ADC County Jail Back-up list as of today. The Board of Corrections will invoke the next EPA in November 2017.

In reviewing the Arkansas Community Correction (ACC) Center Jurisdictional Population Report, Chairman Felts stated there are 2,023 offenders in ACC Centers. This includes those in all ACC Centers including RCFs, Omega, SW AR CCC, and those offenders on ACC's back-up list. The Statewide Field Operations report reflects 29,868 on probation, 2,734 out to drug court/specialty court, 177 boot camp releases (including inactive cases) and 24,034 on parole, for a combined total of 56,813 under supervision.

There were no further questions or comments regarding the report updates at this time.

Attorney General's Report

Chairman Felts stated that Ms. Nga Mahfouz will not be in attendance at today's meeting.

There was no report from the Attorney General's office.

Fiscal Report Update

Ms. Jessica Leija, Business Operations Manager, updated the Board on the Fiscal Report. Ms. Leija reported that the Board, as of August 31, 2017, has expended 16% of its annual travel, maintenance, and operations budget. Ms. Leija mentioned to the Board that at this time last year the Board had spent 18% of the operating expense budget. There is an attachment included in the board member's packets for review.

There were no further questions or comments regarding the Fiscal report.

Hearing Judge's Report

Ms. Brooke Cummings, Executive Administrator, updated the Board on the current revocation hearing numbers. Ms. Cummings stated that there were 523 total actions for the month of August 2017, with a total of 273 waivers to ADC which totaled to 59% of the Board's total actions. There were 464 revocations to ADC or 89% of the total actions for August 2017. The Board was given a report reflecting the revocation hearing numbers in their meeting packet for review. Ms. Cummings mentioned there were 455 individuals currently in the 90 day short term revocation program.

There were no further questions or comments regarding the Hearing Judge's Report.

Agency Updates

Ms. Cummings stated that the Agency Updates would be given by Parole Board staff members today. Mr. William Bowman, Computer Support Analyst, mentioned the violation report reviews being processed through eOMIS electronically and asked the Board if there were any concerns in regard to the process. There were no concerns mentioned. Ms. Christie Little, Administrative Support Supervisor, stated that the support staff members were pleased with the outcome of the violation report reviews new process within eOMIS and the change seemed to be going well at this time.

Chairman Felts stated to Ms. Shirley Ellingburg, IRS Area Manager that the Board would like to use the video conferencing system at the Units for a parole hearings. Mr. Felts further stated that the Institutional Release Officer at the Unit would need to be able to handle the video phone conferencing connection and setup on their end. Mr. Solomon Graves, ADC Public Information Officer stated that the County had been using these phones and stated there were no issues that he was made aware of at this time. Mr. Bowman stated that all testing that had been conducted previously has been a seamless process on the agency's end. Chairman Felts stated that he would discuss the video phones with ACC and report back to the Board after that discussion.

Chairman Felts stated that the Board had been asked if they would like to conduct a board hearing at the Ouachita River Correctional Unit. The Board will look into a date in November. Mr. Graves stated to the Board that this would allow the Board to see intake, programming and the kennel dogs in operation. Chairman Felts stated that the he would update Mr. Graves with the dates that would work for the Board.

Ms. Kenya Woods, Victim Input Coordinator, stated that all of the movements of the victim input meetings had taken place to move all regular victim input meetings to accommodate the Executive Clemency hearing of Jack Greene and the meeting to hear the victim's family and the response of the Arkansas Attorney General's office.

Ms. Jessica Leija, Business Operations Manager, gave the Board a short summary of the new leave request process through EASE. All state employees are responsible for completing the training through EASE; the new process will go live on October 22, 2017. Ms. Leija stated that if the Board needed assistance to let her know.

There were no further Agency Updates to be discussed at this time.

Old Business

There were no questions or concerns regarding Old Business.

New Business

There were no questions or concerns regarding New Business.

Files for Review

There were no questions or concerns regarding the Files for Review.

Adoption of Recommendations

Secretary Shock moved to adopt the recommendations. Commissioner McCastlain seconded the motion. The motion passed.

Other Discussion

Chairman Felts stated that the schedule for the remainder of 2017 will be very busy for the Parole Board. The Executive Clemency Hearing for death row inmate Jack Greene will be held at the Varner Unit on Wednesday, October 4th set to begin at 9:00 am. The Board will hold a meeting here at the Parole Board office in Little Rock for the family of the victim and for the response of the Attorney General’s office set to begin at 1:00 p.m.

The Board will be attending the AAPPA Conference on October 17th-19th in Hot Springs, Arkansas. The Board will conduct their hearings as scheduled for those days.

Ms. Ellingburg stated to the Board that Ms. Ruth Taylor, IRS Pardon Coordinator, has retired after many years with ACC and will be missed greatly by all.

Adjournment

The meeting adjourned at 9:50 a.m.

The next board meeting will be held on Thursday, October 12th at 9:00 a.m.

Signature on File

John Felts
Chairman

Signature on File

Andy Shock
Secretary

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

September 2017

UNITS:

RATIFIED (X)

R.L. Williams/SEC



Pine Bluff/Ester



Grimes



East Arkansas



Mississippi Co. W/R/NEACC



Varner



Ouachita



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



Motion By: Secretary Shock Seconded by: Commissioner McCastlain

Ratification Date: September 28, 2017