



MINUTES

OF THE ARKANSAS BOARD OF PAROLE MEETING

SEPTEMBER 30, 2010

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

HEARING EXAMINERS: Carol V. Bohannan, Hearing Examiner/Attorney

**ABSENT/EXCUSED WITH
VALID REASON(S):** James L. Williams, II, Hearing Examiner/Attorney

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

OTHERS PRESENT:

Dan Roberts, Deputy Director, Department of Community Correction - Parole/Probation
Steve Arnold, Assistant Director, Department of Community Correction - Parole/Probation
Rhonda Sharp, Public Relations, Department of Community Correction
Shirley Ellingburg, Assistant Area Manager, IRS - Department of Community Correction
Norma Gillerson, Fiscal Support Supervisor, Arkansas Board of Parole (ABP)
Sharon Lewis, Executive Assistant to the Chairman, ABP
Tamara Salaam, Administrative Support Supervisor – Pre-Release, ABP
Lois Hansberry, Administrative Support Supervisor, Revocation - ABP

Called to Order

Chairman Brownlee called the meeting to order 9:30 a.m., and declared a quorum.

Approval of September 16, 2010 Minutes

Commissioner Carpenter moved,
Commissioner Mays seconded. Motion carried. The minutes were approved, if no corrections.

Population Reports

An overview of the population reports from ADC, DCC, and ABP was conducted. Discussion was held regarding county jail backup at ADC and DCC units and alternatives for reducing overcrowding in both departments.

Attorney General's Office

No report was presented. The agency's liaison was excused with valid reasons.

Hearing Examiners' Reports

Mrs. Bohannon presented her report on the revocation hearings conducted during the month of September. She also presented Mr. Williams report on his behalf.

Commissioner Wallace requested for Mrs. Bohannon to give a synopsis on how her section can be improved. He requested for this information be submitted at the next board meeting. Mrs. Bohannon will meet with Mr. Wallace at a later time to get clarity regarding his request.

Fiscal Report

Mrs. Gillerson presented the financial overview report for fiscal year 2011 and expenditures made during August 2010. A copy of the August 2010 Accounts Payable Report was distributed.

Notification was received from Employee Benefits Department that there will be no increase in employees' insurance premiums this year.

Commissioner Wallace requested a budget meeting with Mrs. Gillerson and all assigned budget committee members as soon as possible.

Old Business

A copy of Mr. Graves' report, which detailed the agency's upcoming events, was given to the Board Members for review.

New Business

Hearing Schedule – October: The schedule was reviewed for next month. The board was requested to notify Tamara Salaam, if any changes were needed.

The Chairman will look at rotating board members for the various ADC and DCC units.

Commissioner Robinson, Chairperson of the ABP Personnel Committee, made the recommendation to hire Ms. Ashley Vailes to fill the vacant Hearing Examiner position. Commissioner Peacock seconded the motion. Motion Carried. Ms. Vailes will begin her new position October 17th.

Board Retreat will be held October 11th at the Marriott Courtyard. A memorandum with specifics was given to the Board and Hearing Examiners.

The Board and Hearing Examiners will receive a presentation on the Ohio Risk Assessment System Reentry Tool on October 25th at 1:00 p.m. from Mr. Bryan Lovins. The presentation will consist of an overview of the tool and training on how to interpret its results.

Initial development has begun on an online scheduling solution for Revocation hearings. The site will be housed on DCC's intranet and will be accessible by ABP Revocation and DCC Parole Staff.

Support Staff completed keying votes following the September 16th Board Meeting. This process went well.

Files for Discussion - Review

A review of the Victim Input hearings held during the last half of September was conducted. There was no discussion

Ratification of Votes

Commissioner Mays moved.

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

This meeting officially adjourned at 9:50 a.m.

Signature on File

**Leroy Brownlee
Chairman**

Signature on File

**Richard L. Mays, Jr.
Secretary**

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

SEPTEMBER 2010

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	<input checked="" type="checkbox"/>
CAC	<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"/>
NEAC	<input checked="" type="checkbox"/>
OUACHITA REGIONAL	<input checked="" type="checkbox"/>
PINE BLUFF	<input checked="" type="checkbox"/>
RANDALL L. WILLIAMS CORR.	<input checked="" type="checkbox"/>
SEAR	<input checked="" type="checkbox"/>
SWAR	<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, PARDONS, REVOCATION APPEALS, COMMUTATIONS, ETC.	<input checked="" type="checkbox"/>

MOTION BY: Richard L. Mays, Jr.

SECONDED BY: Abraham Carpenter, Jr.

RATIFICATION DATE: SEPTEMBER 30, 2010