



**MINUTES OF THE
ARKANSAS PAROLE BOARD
OCTOBER 24, 2019
9:00 A.M.
APB BOARDROOM**

Board Members Present:

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

Others Present:

Brooke D. Cummings, Executive Administrator, APB
Carol Bohannon, Hearing Judge, APB
Lisa Wilkins, Hearing Judge, APB
Evelyn Gomez, Hearing Judge, APB
Christie Goldman, Business Operations Manager, APB
William T. Bowman, II, Systems Coordination Analyst, APB
Hollie Wellborn, Executive Assistant to the Chairman, APB
Scott Howard, Investigator, APB
Tamara Salaam, Administrative Support Supervisor, APB
Shirley Ellingburg, Area Manager, Institutional Release Services, ACC
Jerry Bradshaw, Deputy Director of Parole/Probation, ACC
Cindy Richardson, Assistant Director of Parole/Probation, ACC
Joe West, Assistant Attorney General, Attorney General's Office

Minutes Prepared by: Hollie Wellborn, Executive Assistant to the Chairman

Call to Order

Chairman Felts called the Board meeting to order at 9:02 a.m. A quorum was declared. Chairman Felts noted all Board members being present.

Approval of Minutes – October 10, 2019

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

A copy of the minutes was included in each board member's packet for review.

Review of Population Reports

Chairman Felts reviewed the population reports. The report showed that ADC has a jurisdictional count of 17,886. The report also showed there being 1,280 males in the county jail backup and 172 females in the county jail backup for a combined total of 1,452. Chairman Felts stated that as usual, ADC is over 100% capacity in all the units with the exception of Work Release. Chairman Felts mentioned that since the last board meeting the Board of Corrections invoked a new 1-year EPA that was voted on during the first half of the month.

Chairman Felts then reviewed the population report for ACC. They have jurisdictional count of 2,348. These are the ACC centers in addition to the OMEGA Sanction Center and the EACC Sanction Center for females in West Memphis. Chairman Felts asked Deputy Director Jerry Bradshaw, Parole/Probation, ACC, if they were making any headway on their backup. Deputy Director Bradshaw said that they have updated the 90-day county jail program to account for all days in jail and be given jail credit. He said that last month the number was at 728, and this morning the number was at 640.

Chairman Felts ended the review of the population reports by reviewing the Statewide Field Operations report. Chairman Felts noted that there are 33,309 on Regular Probation. Specialty Court was at 2,173, Parole was 25,399, Boot Camp was 37, and the Act 539s count was 21. This gives a combined total of 60,939 persons under supervision.

Attorney General's Report

Assistant Attorney General Joe West advised the Board that there are presently 11 APA Appeals, and they have all been fully briefed. He said they are waiting on decisions from the presiding judges on each of those cases.

Fiscal Report Update

Ms. Christie Goldman, Business Operations Manager, APB updated the Board on the Fiscal Report. Ms. Goldman reported that effective July 1, 2019, the Agency received funding of \$295,211 for Maintenance & Operations and Conference & Travel for fiscal year 2020. As of September 30, 2019, we've expensed \$63,508.45 (22%). At this time last year, the Board had exhausted 21% of the operating expense budget.

A copy of the fiscal report was included in each board member's packet for review.

Hearing Judge's Report

Ms. Brooke Cummings, Executive Administrator, updated the Board on revocation hearings conducted throughout the month of September 2019. Ms. Cummings reported to the Board that there was a total of 415 actions. That number includes 110 administrative revocations, 255 waivers signed, and 403 individuals that were revoked in a hearing setting.

A copy of the hearing judge report was included in each board member's packet for review.

Agency Updates

Ms. Brooke Cummings, Executive Administrator, said that she sent out an email this morning that contained a few secretarial directives that were issued including the Employee Handbook and a few other attachments. Ms. Cummings asked the Board to review them, and if there are any questions or concerns, please direct those to her.

Old Business

There was nothing to report regarding old business.

New Business

Chairman Felts mentioned that the Board discussed in Deliberations about Parole Plans being submitted into eOMIS. He said that Ms. Shirley Ellingburg, Area Manager, Institutional Release Services, ACC, advised him that all of the Parole Plans are put in eOMIS except for those going to Transitional Housing. Ms. Ellingburg said that is because they have to go through Fine Good to work that process. It is then put in eOMIS after there has been an approval for Transitional Housing. Deputy Director Bradshaw explained that Fine Good looks for available beds at Transitional Housing facilities.

Files for Review

A copy of the files for review was included in each board member's packet for review.

Adoption of Recommendations

Secretary McCastlain moved to adopt the recommendations of the Board for the units as listed on the attached ratification list. Commissioner Carpenter seconded the motion. The motion passed, and the recommendations became the official vote of the Parole Board.

Other Discussion

Ms. Ellingburg asked Chairman Felts if hearings will start being conducted at the Ester Unit. Chairman Felts advised Ms. Ellingburg and the Board that they will be. He said that the Warden advised him that they are all set up for hearings. Any Board members assigned to the Ester Unit will now go to the Ester Unit to conduct hearings.

Mr. William Bowman, Systems Coordination Analyst, APB, asked the Board members to bring their laptops to him when they get a chance.

Chairman Felts welcomed the guests in the audience. He advised them that the Board does not believe that it's ethically correct to talk to them about individual cases when there are also victims involved that do not get the same opportunity. It would not be fair to all participants involved. Chairman Felts said that if they wish to meet with a Commissioner about a case they may schedule an appointment, but the Board will not meet them as a Board.

Adjournment

The meeting adjourned at 9:34 a.m.

The next Board meeting will be held on Thursday, November 7, 2019, at 9:00 a.m.

Signature on file

John Felts
Chairman

Signature on file

Lona McCastlain
Secretary

ARKANSAS PAROLE BOARD
FULL BOARD RATIFICATION OF VOTES

October 2019

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 McCastlain Seconded by: Commissioner Carpenter

Ratification Date: October 24, 2019