



# MINUTES OF THE ARKANSAS PAROLE BOARD

October 12, 2017

9:00 A.M.

APB BOARDROOM

## **BOARD MEMBERS PRESENT:**

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

## **EXCUSED WITH VALID REASONS:**

Carol Bohannon, Hearing Judge/Attorney, APB  
Lisa Wilkins, Hearing Judge/Attorney, APB  
Evelyn Gomez, Hearing Judge/Attorney, APB  
Solomon Graves, Public Information Officer, ADC

## **OTHERS PRESENT:**

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

MINUTES PREPARED BY: Kelly Knuckles, Executive Assistant to the Chairman

### **Call to Order**

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

### **Approval of Minutes- September 28, 2017**

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

### **Agency Updates**

Ms. Brooke Cummings, Executive Administrator, stated the Board met with Council of State Governments (CSG) yesterday discussing the Foundation Principles and the parole guidelines tool and counter bill factors. The parole guidelines tool is not ready at this time, we are looking at a pilot date in January 2018. Ms. Cummings will be meeting with ADC, CSG and ACC to further discuss guidelines and collaborate amongst the agencies. The Board will be meeting in November with CSG, that date will be set and confirmed with the Board.

There were no further questions or concerns regarding Agency Updates.

### **Old Business**

There were no questions or concerns regarding Old Business.

### **New Business**

Chairman Felts mentioned to the Board that he and Commissioner McCastlain will be traveling to Fort Smith today to speak to the Arkansas Prosecuting Attorney's Association about the Parole Board's process and answer any questions they may have concerning parole.

Chairman Felts stated the Parole Board will be holding their end of the month board meeting at the Ouachita River Correctional Unit in Malvern, Arkansas, on October 26, 2017. The board will be touring the ADC Unit following the meeting. Chairman Felts stated that the meeting is open to the public and those meetings are all posted on our website.

Chairman Felts introduced and welcomed Mr. Butch Reeves, Senior Advisor for Criminal Justice and the Parole Board's Liaison to the Governor, to all in attendance. Chairman Felts stated that he has worked with Mr. Reeves in the past and is looking forward to working with him in the future.

There were no further questions or concerns regarding New Business at this time.

### **Files for Review**

There were no questions regarding the Files for Review.

### **Adoption of Recommendations**

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

**Other Discussion**

Commissioner Vandiver expressed her gratitude to Ms. Ellingburg and Institutional Release Services team for their hard work in assisting the commissioners with the parole hearings.

Mr. William Bowman, Computer Support Analyst, stated to the Board that he and Officer Stanley Robinson at the North Central Unit would be conducting a test today with the video phone conferencing system. Mr. Bowman will update the Board at the next board meeting on the progress of that test.

**Adjournment**

The meeting adjourned at 9:15 a.m.

The next Parole Board meeting will be held on Thursday, October 26, 2017 at 9:00 a.m. at the Ouachita River Correctional Unit in Malvern, Arkansas.

***Signature on File***

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**John Felts**  
**Chairman**

***Signature on File***

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**Andy Shock**  
**Secretary**

**Arkansas Parole Board  
FULL BOARD RATIFICATION OF VOTES**

**October 2017**

<b><u>UNITS:</u></b>	<b><u>RATIFIED</u></b>
Delta	<input checked="" type="checkbox"/>
Wrightsville	<input checked="" type="checkbox"/>
Wrightsville Satellite/Wrightsville Hawkins	<input checked="" type="checkbox"/>
Tucker	<input checked="" type="checkbox"/>
Tucker Max	<input checked="" type="checkbox"/>
Cummins	<input checked="" type="checkbox"/>
Benton	<input checked="" type="checkbox"/>
TRCC/SWACC	<input checked="" type="checkbox"/>
Bowie County	<input checked="" type="checkbox"/>
McPherson	<input checked="" type="checkbox"/>
North Central	<input checked="" type="checkbox"/>
NWA- Work Release	<input checked="" type="checkbox"/>
<b>OTHER: Pardons, Commutations, Transfer Screenings, ACT 290s, 700s, Reconsiderations, Revocation Appeals, Rescinds, Special Conditions, EPAs, Etc.</b>	<input checked="" type="checkbox"/>

**MOTION BY: Secretary Shock    SECONDED BY: Commissioner Carpenter**

**RATIFICATION DATE: October 12, 2017**