



**MINUTES OF THE
ARKANSAS PAROLE BOARD
OCTOBER 24, 2013 @ 9:30 A.M.
APB BOARDROOM**

BOARD MEMBERS PRESENT:

John Felts, Chairman
James Wallace, Vice-Chairman/Commissioner
Richard L. Mays, Jr., Secretary/Commissioner
Richard Brown Jr., Commissioner
Dawne Vandiver, Commissioner
Abraham Carpenter, Commissioner

HEARING JUDGES PRESENT:

Jim Williams, Hearing Judge/Attorney

EXCUSED WITH VALID REASON:

Joe Peacock, Commissioner
Carol Bohannon, Hearing Judge/Attorney
Ashley Vailes, Hearing Judge/Attorney
Cara Boyd-Connors, Hearing Judge/Attorney

OTHERS PRESENT

Solomon Graves, Administrative Services Manager, APB
Mahogany Brown, Fiscal Support Supervisor, APB
Melissa Haney, Executive Assistant to the Chairman, APB
Tamara Saalam, Administrative Specialist III (Parole), APB
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC

MINUTES PREPARED BY: Melissa Haney, Executive Assistant to the Chairman

CALL TO ORDER

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

APPROVAL OF MINUTES – October 10, 2013

Commissioner Brown moved. Commissioner Carpenter seconded the motion. The minutes were approved as presented.

POPULATION REPORT

Chairman Felts stated that the current county jail back up is up to 2, 200 men and 120 females with 350 waiting for revocation hearings. These numbers surpass all previous reports and that means there is a lot of work to do. Chairman Felts stated that he will be going to Pine Bluff today to discuss this issue.

In review of the DCC Parole and Probation Population report there are 29,072 individuals on probation, 2,402 in drug court, 23,030 individuals on parole, and 407 in boot camp for a total of 54,911 under supervision.

In review of the DCC jurisdiction population there is a total population of 1,448. The total capacity for the DCC centers is 1,603. Chairman Felts stated that they have been working to fill more beds at Omega. They have a current count of 270 with a capacity of 288.

Chairman Felts stated that everyone should have a copy of the matrix report in their board packets. The report has been changed and will now be referred to as the Offender Violation Report. The new report allows the Board to see the guidelines that parole officers use to supervise their clients. There were no questions.

In review of the APB monthly report, Chairman Felts stated that the Board had a total of 263 approved Transfer Screenings out of a total of 307. The overall approval rate for Screenings was 85.7%. The Board conducted a total of 407 Transfer Hearings with 67.4% approval rate for release. The total approval rate for Transfer Hearings and Screenings was 71.3%. Chairman Felts reported that there were 130 reconsiderations and rescinds. There were also 31 pardons, 36 commutation screenings and 3 commutation hearings for a total of 70 Pardons/Executive Clemencies. The Board had total actions of 1,020.

ATTORNEY GENERAL'S OFFICE

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

FISCAL REPORT

Mrs. Mahogany Franklin reported that the Board has currently expended 23% of its annual travel and operations budget. She stated that the detailed report is attached for the Board's review. She stated that the last day to add or change your insurance plans is Next Thursday, October 31st. The enrollment period will end at 4:30 pm and all changes need to be submitted by that time.

HEARING JUDGES REPORT

The Hearing Judge report was available to the Board for review. Chairman Felts stated that he and Mr. Williams have been discussing the waivers and without the waivers coming in, there would be no way the Hearing Judges could handle the large number of requests that are currently coming in. Mr. Williams stated that there were 314 requests for hearings just last week. Mr. Graves stated that with the hearings and waivers there have been over 1,000 revoked since July. Commissioner Carpenter asked what percentage has been revoked. Mr. Graves stated that roughly 95% have been revoked.

AGENCY UPDATES

Mr. Graves stated through the end of September there have been 514 revoked compared to 417 for the entire year last year. He stated that there have been 952 waivers from July to September compared to 1800 for the whole last year. He stated that the revocation team has been doing amazing work keeping up with all the work coming in over the last few months.

Mr. Graves stated that the Legislative Council will be meeting tomorrow for their monthly meeting. He stated that ADC and DCC will be there to give reports on current bed space issues and recidivism rates. This will be tomorrow afternoon at 1:00 pm in Big Mac A for anyone that wishes to attend.

Mr. Graves stated that there will be a webinar on Tuesday. He stated that this will be beneficial training for the Board and Staff. He stated that this webinar will be in the Board room at 12:30pm. This webinar will provide best

practices on how to deal with victims during the parole process.

Mr. Graves stated that we have been working to clean up the warrant records in eOMIS. He stated that the number of active warrants is currently down by 1,000. This raised a question of quality assurance in eOMIS that deals with bad data in the system. There are always going to be errors, but right now there are some issues that need to be cleaned up in order to ensure that the Board and those in the field are getting the most accurate data available. There is a committee being formed by Mrs. Sheila Sharp to address the issue. Mr. Graves stated that he has been appointed the Board's liaison for this committee. He asked that if anyone has any issues with eOMIS that they have found to be problematic or that need updated to please send this information to him so it can be presented to the committee. They will be meeting next Thursday to go over an action list of improvements to eOMIS. Chairman Felts stated that Mr. Graves and Mr. Williams have both been a big help in working with the warrants process and dealing with ACIC. He stated that they started with three types of warrants and they currently have reduced it down to two types in order to streamline the warrants process.

OLD BUSINESS

Chairman Felts stated that at last Board Meeting he discussed the calendar for 2014. Today the Board has a copy of the 2014 calendar and he wanted to make everyone aware of the unit changes. Chairman Felts stated that not all the changes he wanted could be made, but he did try to equal out the case loads for each Board. He asked that everyone look at the calendar in order to see the changes made.

Chairman Felts further stated that he has obligated himself to speak at the Arkansas Sentencing Commission on November 8th and he did not realize he already had a prior obligation that day. He asked if any Board Member would be willing to speak on his behalf. Commissioner Wallace volunteered to speak at the Sentencing Commission. Chairman Felts stated that he will be happy to discuss with Commissioner Wallace what he needs to cover. Commissioner Vandiver stated that she would also like to attend the meeting.

NEW BUSINESS

Commissioner Dawne Vandiver stated that previously there was a hiring recommendation for the IT position and that candidate did not accept the offer. The Personnel Committee is now recommending a new candidate for IT. She stated that they had three great applicants, but the committee has agreed that applicant Kenneth Giesbretch would be the most suitable and qualified applicant. She stated that he had a great interview and he was very easy to understand. He has an excellent knowledge of the technology and will be an excellent choice for the Board. Commissioner Vandiver asked for the Board's approval for hiring Kenneth Giesbretch for the IT position. Commissioner Wallace moved. Commissioner Mays seconded the motion. The motion was carried.

NOVEMBER 2013 SCHEDULE

Chairman Felts stated that the schedule for November is available and if there are any changes that need to be made, please let him or Tamara know so those can be addressed. He stated that this will be a busy month and with Commissioner Peacock still out, the Board will have to work together to get the job done. He stated that he has put himself on the calendar for several units in order to help in Commissioner Peacock's absence.

FILES FOR DISCUSSION - REVIEW

Chairman Felts stated that there is one on the list which will require further discussion and is still pending at this time. There were no further questions or comments regarding files for review.

RATIFICATION OF VOTES

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

EXECUTIVE SESSION

Chairman Felts called the Board into Executive Session regarding the job performance of Hearing Judge Jim Williams. The session began at 10:10 and ended at 10:30 am. Chairman Felts stated that there was no action taken during the Executive Session.

OTHER COMMENTS

Commissioner Vandiver commended Chairman Felts on all his hard work and dedication to the Board. She asked that if there is anything the Board can do to assist him to please let them know and they will pull together to offer any help that is needed. Chairman Felts stated that he has tried to represent the Board in the best way possible. He stated that it is a tough job and he and the Board are doing the best they can to represent the State of Arkansas.

ADJOURNMENT

There were no further comments or questions.

The next Board meeting will be held on Thursday, November 7, 2013 at 9:30a.m. in the APB Boardroom

The meeting adjourned at 10:35 a.m.

Signature on File

John Felts
Chairman

Signature on File

Richard L. Mays, Jr.
Secretary

ARKANSAS BOARD OF PAROLE
FULL BOARD RATIFICATION OF VOTES
OCTOBER 2013

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	X
CACCC	X
EAST AR	X
MISSISSIPPI CO.	X
NEACCC	X
OUACHITA RIVER CORR.	X
PINE BLUFF	X
R.L. WILLIAMS	X
SEARC	X
SWARC	X
TRCC	X
VARNER	X
WRIGHTSVILLE	X
OTHER: PARDONS, COMMUTATIONS, TRANSFER SCREENINGS, ACT 290, 700'S, RECONSIDERATION, REVOCATION APPEALS, EPA, ETC.	X

MOTION BY: Commissioner Mays SECONDED BY: Commissioner Carpenter

RATIFICATION DATE: OCTOBER 24, 2013