



# **MINUTES**

## **OF THE ARKANSAS BOARD OF PAROLE MEETING**

### **OCTOBER 28, 2010**

**105 W. Capitol – Suite 500  
ABP Board Room, Little Rock, Arkansas  
Little Rock, Arkansas**

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

**HEARING EXAMINERS:** Carol V. Bohannon, Attorney  
James L. Williams, II, Attorney  
Ashley Vailes, Attorney

***ABSENT/ EXCUSED***  
***WITH VALID REASON(S):*** Leroy Brownlee, Chairman

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

## **OTHERS IN ATTENDANCE**

Dan Roberts, Deputy Director, Department of Community Correction (DCC)  
Steve Arnold, Assistant Director, Parole/Probation – Department of Community Correction  
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC  
Meredith Rebsamen, Assistant Attorney General, Attorney General's (AG's) Office  
Mandy Abernathy, Assistant Attorney General, Attorney General's Office  
Norma Gillerson, Fiscal Support Supervisor, ABP  
Solomon Graves, Administrative Services Manager/ACA Coordinator, ABP  
Tamara Salaam, Administrative Support Supervisor – Pre-Release, ABP  
Lois Hansberry, Administrative Support Supervisor - Revocation, ABP  
Sharon Lewis, Executive Assistant to the Chairman, ABP

**Called to Order**

In the absence of *Chairman Leroy Brownlee, Vice-Chairman Abraham Carpenter* presided over the *Arkansas Board of Parole Meeting*. *Commissioner Carpenter* called the meeting to order @ 9:30 a.m. A quorum was present.

**Approval of October 14, 2010 Minutes**

*Commissioner Wallace* moved. The minutes were approved as presented, if no corrections. *Commissioner Joseph Peacock* seconded. Motion carried.

**Population Reports**

The Board reviewed the population reports submitted by ADC, DCC and ABP. The other monthly reports are available for review on the ABP server.

Discussion was held regarding the increase number in county jail backup. There were 1,870 males in ADC, 177 male and female in DCC.

**Attorney General's Office**

Ms. Meredith Rebsamen, Assistant Attorney General had no new cases to report at this time, but she introduced Ms. Mandy Abernathy who will be presenting a brief training session for Board Members and Hearing Examiners following today's board meeting.

**Fiscal Report**

Mrs. Gillerson *presented the agency's* financial report; in which \$1,818,168.00 in funding was received for annual operations for fiscal year 2011. Copies of the September 30, 2010 Accounts Payable Report was submitted for Board's review.

On November 3, 2010, a representative from Colonial Life Insurance will be available in the small conference room for anyone from ABP, who wishes to meet with him.

Commissioner Wallace stated that the Legislative Joint Budget Committee approved the agency budget for fiscal year 2011-2012

**Hearing Examiners' Reports**

The Hearing Examiners presented their report on the number of revocation hearings conducted during the month of October.

**Old Business**

*ABP Agency Updates* – Mr. Graves reported on the following:

- The Board met with Brian Lovins, Representative from the University of Cincinnati on the Ohio Risk Assessment. The logistics will be worked out and submitted for the Board's approval. ADC will be moving forward with the automation for final consideration.
- Commissioner Wallace commented on the October 27<sup>th</sup> response from Bob Parker, Mental Health Administrator of ADC, to the Board's request of reviewing and using the ORAS tool. ADC will begin utilizing the ORAS intake tool as soon as it is made part of eOMIS.

**New Business**

**SCHEDULE** – NOVEMBER 2010.

The hearing schedule was reviewed and the Board was requested to notify the Chairman and/or Tamara Salaam of any changes needed.

Ms. Salaam requested for everyone to review the hearing calendar/schedules closely for changes due the upcoming holidays.

Commissioner Wallace motioned to recommend and move Melissa Haney, Administrative Analyst of ABP to the Investigator position, vacated by Robin Radford on a temporary basis. Commissioner Peacock seconded the motion and stated that Ms. Haney had almost completed her Master's Degree and her skills will be better utilized and will be an asset to the Board in working with the clemency and pardon files. Ms. Haney will continue working in her current position, assisting Mr. Graves and in the Investigator position until it is filled on a permanent basis.

Commissioner Carpenter announced that Renee Bullock, Director of Minority Affairs of the Governor's Office, passed this morning (10/28/10). The Board extended their condolences and prayers to her family. Funeral arrangements were pending.

**Files for Review and/or Discussion**

The Board reviewed the listing of victim input hearings that were conducted the last half of October.

**RATIFICATION OF VOTES**

Commissioner Mays moved. Commissioner Felts seconded the motion to ratify the units. Motion carried.

The meeting adjourned at 9:45 a.m.

Signature on File

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ABRAHAM CARPENTER, JR.  
CHAIRMAN

Signature on File

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RICHARD L. MAYS, JR.  
SECRETARY

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

**OCTOBER 2010**

<u><b>UNITS:</b></u>	<u><b>RATIFIED (X)</b></u>
BENTON	<input type="checkbox"/>
CAC	<input type="checkbox"/>
CUMMINS	<input type="checkbox"/>
DIAGNOSTIC	<input type="checkbox"/>
EAST	<input type="checkbox"/>
MISSISSIPPI CO.	<input type="checkbox"/>
NEAC	<input type="checkbox"/>
OUACHITA REGIONAL	<input type="checkbox"/>
PINE BLUFF	<input type="checkbox"/>
RANDALL L. WILLIAMS CORR.	<input type="checkbox"/>
SEAR	<input type="checkbox"/>
SWAR	<input type="checkbox"/>
TRCC	<input type="checkbox"/>
VARNER	<input type="checkbox"/>
WRIGHTSVILLE	<input type="checkbox"/>
OTHER: RESCINDS & TRANSFER SCREENINGS, ACT 290'S SPECIAL CONSIDERATIONS, 700'S, RECONSIDERATION, REVOCATION APPEALS, CLEMENCIES, PARDONS, EMERGENCY POWERS ACT (EPA), ETC.	<input type="checkbox"/>

MOTION BY: RICHARD MAYS, JR.      SECONDED BY: JOHN FELTS

RATIFICATION DATE: OCTOBER 28, 2010