



**MINUTES OF THE  
ARKANSAS PAROLE BOARD  
NOVEMBER 7, 2013 @ 9:30 A.M.  
APB BOARDROOM**

**BOARD MEMBERS PRESENT:**

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

**HEARING JUDGES PRESENT:**

Jim Williams, Hearing Judge/Attorney  
Carol Bohannon, Hearing Judge/Attorney

**EXCUSED WITH VALID REASON:**

Ashley Vailes, Hearing Judge/Attorney  
Cara Boyd-Conners, Hearing Judge/Attorney

**OTHERS PRESENT**

Solomon Graves, Administrative Services Manager, APB  
Mahogany Franklin, Fiscal Support Supervisor, APB  
Melissa Haney, Executive Assistant to the Chairman, APB  
Tamara Salaam, Administrative Specialist III (Parole), APB  
Shirley Ellingburg, IRS Area Manager, DCC  
Meredith Rebsamen, Attorney General's Office

## **CALL TO ORDER**

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

## **APPROVAL OF MINUTES – October 24, 2013**

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

## **AGENCY UPDATES**

Mr. Graves stated at each Board members seat there is a copy of Act 1190 that was passed during the last meeting of the General Assembly. This bill sponsored and established a state wide re-entry task force to create a comprehensive plan for offender release. Mr. Graves stated that the Board is one of the entities mandated to participate in this re-entry task group. He stated that ACC is the leading organization and is tasked with coordinating the process. As a result, they have developed a roadmap for planning and implementation. He stated that the Board will need to provide a report by October 14, 2014. This plan will be considered in the 2015 session. Mr. Graves stated that the re-entry roadmap survey is in the Board's packets today and each member will need to complete the survey. Mr. Graves said that each Board member will need to think about what goes into successful re-entry and list out the things that they think are essential. He stated that he will take these surveys and compile a list after victim input next week and we will condense it to a single response for the session. Mr. Graves stated that the goal is to develop a product that is obtainable and can be used as real world tools for successful re-entry.

Mr. Graves reminded the Board that Mr. Kenneth Giesbrecht will be starting work on Tuesday morning. He stated that he will spend his first week with the staff learning how things work and what the process is so that he can better understand our technological needs. Chairman Felts stated that he has several big projects in line and one of those is electronic voting. This will allow Board members to do their voting on their I pads. He stated that this will be very beneficial for our staff and Mrs. Ellingburg's staff as well.

## **OLD BUSINESS**

There was no old business to discuss.

## **NEW BUSINESS**

Commissioner Vandiver asked if Mrs. Franklin could explain the audit that is currently taking place in the office. Mrs. Franklin stated that this is the audit for the fiscal year 2012-2013 and it covers the Boards expenditures and personnel issues. She stated that the auditor may need to sit down with the Board in order to talk about these issues as schedules permit. She stated that he will be here for the next three weeks. Chairman Felts stated that since we are a service bureau, all of our purchasing is done through DF&A.

Chairman Felts stated that there is still money in the employee fund and he would like to purchase a potted plant for Mr. Belken as he recovers from surgery.

Chairman Felts also reminded the Board that Monday is a holiday and that they will need to pick up their files for next week's hearings before they leave for the weekend.

## **FILES FOR REVIEW**

There were no questions regarding the files for review. Commissioner Mays stated that #5 on the list was denied and Chairman Felts asked that we check on #6 today to see if a decision has been reached.

## **RATIFICATION OF VOTES**

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

## **EXECUTIVE SESSION**

Chairman Felts called the Board into executive session at 9:55 in order to discuss a personnel issue regarding Mr. Graves job performance. The session ended at 10:20 and the Chairman stated that the Board

is in agreement that Mr. Graves does a tremendous job and that no further action is needed at this time.

**OTHER COMMENTS**

Mrs. Shirley Ellingburg reminded the Board that the name of DCC has been changed to ACC, Arkansas Community Corrections. This has been changed with the approval of the Board of Correction. This will allow their director to start in a new direction and have a fresh start to create new policies and procedures.

Mrs. Franklin reminded the Board that if anyone needs their car serviced that they need to come and see her so that she can schedule this maintenance on the vehicle.

Mr. Graves reminded the Board that he will need the re-entry surveys by next Wednesday after Victim Input.

**ADJOURNMENT**

The next Board meeting will be held on Thursday, November 21, 2013 at 9:30a.m. in the APB Boardroom.

The meeting adjourned at 10:25 a.m.

**Signature on Files**

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**John Felts**  
**Chairman**

**Signature on File**

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

**ARKANSAS PAROLE BOARD  
FIRST BOARD RATIFICATION OF VOTES**

**NOVEMBER 2013**

**UNITS:**

**RATIFIED (X)**

**DELTA**



**NORTH CENTRAL UNIT**



**NORTH WEST/WASHINGTON CO.**



**TUCKER**



**TUCKER MAX.**



**GRIMES**



**MCPHERSON**



**CUMMINS**



**OTHER: TRANSFER SCREENINGS, COMMUTATIONS, PARDONS**



**RECONSIDERATIONS, REVOCATION APPEALS, RESCINDS,  
SPECIAL CONDITIONS, ACT 290, 700'S, EPA, ETC.**

**MOTION BY: Commissioner Mays**

**SECONDED BY: Commissioner Carpenter**

**RATIFICATION DATE: November 7, 2013**