



# MINUTES OF THE ARKANSAS PAROLE BOARD

November 9, 2017

9:00 A.M.

APB BOARDROOM

## **BOARD MEMBERS PRESENT:**

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

## **EXCUSED WITH VALID REASONS:**

John Felts, Chairman  
Carol Bohannon, Hearing Judge/Attorney, APB  
Lisa Wilkins, Hearing Judge/Attorney, APB  
Evelyn Gomez, Hearing Judge/Attorney, APB

## **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  
Solomon Graves, Public Information Officer, ADC  
Shirley Ellingburg, Area Manager, Institutional Release Services  
Jerry Bradshaw, Deputy Director of Parole and Probation, ACC  
Nga Mahfouz, Assistant Attorney General, Attorney General's Office

## **Call to Order**

Vice-Chairman Belken called the board meeting to order at 9:05 a.m. A quorum was declared.

## **Approval of Minutes- October 26, 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, informed the Board that she and Chairman John Felts attended the Legislative Audit Committee meeting on November 3<sup>rd</sup>. There were no questions posed to the agency at that time from the committee and our updated legislative audit report has since been filed.

Ms. Cummings stated that she and the Chairman attended the ACC Leadership Meeting that was November 6<sup>th</sup> through the 7<sup>th</sup> in Norfolk, Arkansas. Ms. Cummings state the meeting attendees included ACC executives and managers from different areas of the State, there were a lot of different topics discussed and very informative. There were no further questions or concerns regarding Agency Updates.

Ms. Jessica Leija, Business Operations Manager, updated the Board in regarding three missing receipts from fiscal year 2016; one receipt was to pay for an interpreter that was used for an inmate's hearing, the lodging fee for Board attendees for the 2015 AAPP Conference, and the registration fee for the 2016 APAI Spring Conference. The receipt for the interpreter has not been obtained. Ms. Cummings stated that she would look further into getting us assistance for these types of hearing needs and update the Board in regard to their concerns.

Mr. William Bowman, Computer Support Analyst, stated that the video conferencing that was tested with the North Central Unit went well, there were some sound quality issues, but that is something that can be fixed. Mr. Bowman stated the agency is still within the pilot program at this time, he will update the Board with any changes.

## **Old Business**

Vice-Chairman Belken asked Ms. Mahfouz, Assistant Attorney General, to answer some questions for the Board in regard to the Act 539 eligible inmate hearings that were recently held by the Board. Vice Chairman Belken stated the Board had decided to recommend a deferral on the recent cases and seek an official opinion from the Attorney General. Vice-Chairman Belken asked on behalf of the Board for some clarification in regard to the mental health evaluation and whether or not that should be completed prior to the inmate being released. Ms. Mahfouz stated the particular provision states the Board must consider the evaluations that are conducted during the time of sentencing, as far as around the time of the parole hearing, that would refer to the time of sentencing and the Court to ensure the evaluations are done, it doesn't state the Parole Board shall ensure that be done. Ms. Mahfouz stated if the legislature intended for the Board to do that it would have clearly stated that be done.

Commissioner Vandiver and Commissioner McCastlain stated concerns regarding the language provided by Act 539 relating to the Board's consideration of mental health evaluations

There were no further questions or concerns regarding Old Business.

**New Business**

Vice-Chairman Belken stated there was another Act 539 inmate in New Mexico is set for a hearing in November. The Board will need to conduct that hearing by video conferencing once we have completed a test run with the New Mexico Corrections Department’s IT team. There will be a follow-up at a later date.

Commissioner Carpenter asked that if the inmate requested that the hearing be conducted and translated by an ADC staff member could the hearing take place. Commissioner McCastlain asked that Ms. Mahfouz state her opinion. Ms. Mahfouz stated that unless the staff member is a certified interpreter, my questions would be how you can be certain that the inmate asked for assistance. Commissioner Vandiver stated that the Board should consider using certified going forward. Ms. Mahfouz stated that is what she would do. Vice-Chairman Belken stated the Board would discuss the “deferrals” of the Act 539 inmates with the Chairman when he returns to the office.

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

**Recess and Reconvene**

Vice-Chairman Belken stated that the Board will recess at 9:40 a.m. for twenty minutes and reconvene at 10:00 a.m.

**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.

**Adjournment**

The meeting adjourned at 10:11 a.m.

The next Parole Board meeting will be held on Monday, November 20<sup>th</sup> at 9:00 a.m.

***Signature on File***

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John Belken  
Vice-Chairman

***Signature on File***

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Andy Shock  
Secretary

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

**November 2017**

**UNITS:**

**RATIFIED**

**Delta**



**Wrightsville**



**Wrightsville Satellite/Wrightsville Hawkins**



**Tucker**



**Tucker Max**



**Cummins**



**Benton**



**TRCC/SWACC**



**Bowie County**



**McPherson**



**North Central**



**NWA- Work Release**



**OTHER: Pardons, Commutations, Transfer Screenings, ACT 290s,  
700s, Reconsiderations, Revocation Appeals, Rescinds,  
Special Conditions, EPAs, Etc.**



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

**RATIFICATION DATE: November 16, 2017**