



**MINUTES OF THE
ARKANSAS PAROLE BOARD
NOVEMBER 29, 2012 @ 9:30 A.M.
APB Board Room**

BOARD MEMBERS PRESENT:

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

HEARING EXAMINERS PRESENT:

Ashley Vailes, Hearing Examiner/Attorney
Jim Williams, Hearing Examiner/Attorney

EXCUSED WITH VALID REASONS:

Carol Bohannon, Hearing Examiner/Attorney
Joe Peacock, Commissioner

OTHERS PRESENT

Solomon Graves, Administrative Services Manager, APB
Norma Gillerson, Fiscal Support Supervisor, APB
Tamara Salaam, Administrative Support Supervisor, APB
Melissa Haney, Executive Assistant to the Chairman, APB
Dan Roberts, Deputy Director, Parole/Probation, DCC
Steve Arnold, Assistant Director, Parole/Probation, DCC
Damian McNeal, Assistant Director, Parole/Probation, DCC
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 – November 8, 2012

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

POPULATION REPORT

Chairman Felts reported that there are 14,592 inmates in the Department of Correction and this includes those inmates in the 309 program and in work release.

In review of the DCC population report there are a total of 29,425 individuals on probation, 2,206 in drug court and 23,321 individuals on parole for a total of 55,522.

Chairman Felts reported that the total population in the DCC residential centers is 1,509 and they have a capacity of 1,615. He stated that DCC is doing a great job keeping beds at capacity by utilizing their bed space for TVP and drug court treatment.

In review of the APB monthly report, there were a total of 273 transfer screenings approved out of 305 total transfer screening actions reviewed by the Board. The board has approval percentage of 89.5% for transfer screenings. . There were 229 transfer hearings approved out of a total 414 actions taken, giving the Board a 55.3% approval rating. Of the 414 transfer hearing actions, there were 82 denied and 102 deferred. The Board had 884 total actions for the month, including pardons and clemencies.

ATTORNEY GENERAL'S OFFICE

No Report

FISCAL REPORT

Mrs. Norma Gillerson reported that as of October 31, 2012 the Board has expended 32.7% of its travel and maintenance operation budget. She stated that the report is attached for the Board's consideration.

Mrs. Gillerson also stated that the Best park rate for employee parking will increase by \$34.16 from \$908.30 to \$942.46 per month. Mr. Wallace requested that the Best Park management be made aware that more effective policing of the parking lots are needed. He stated that unauthorized people are parking in the Board's parking and it is becoming a problem. Chairman Felts stated that this is probably due to the Condo across the street and their nighttime visitors/residents. He stated that the appropriate thing to do is to send a memo to the manager to remind tenants that overnight visitors need to park elsewhere or they will be booted. He stated that he would get with Mr. Belken about drafting a letter to the condos management.

HEARING EXAMINERS REPORT

The Hearing Examiners reported a total of 41 hearings conducted. Of that total 28 were revoked to ADC, 4 were revoked to TVP, 1 were not revoked, 3 were deferred, and there were 4 compact hearings held. There were no questions regarding the Hearing Examiner report.

AGENCY UPDATES

There were no agency updates at this time

OLD BUSINESS

There was no old business to report at this time.

NEW BUSINESS

Hiring Recommendation

Commissioner Mays presented the hiring recommendation for position of Fiscal Support Manager. He stated that the Board had recently opened the position due to Mrs. Gillerson's upcoming retirement and the Board reached a unanimous agreement that Mrs. Mahogany Brown should be promoted to the position of Fiscal Support Manager. Her official start date will be January 1, 2013. Ms. Brown stated that she is very happy to work with the Board and she looks forward to stepping into this position and working closely with the Commissioners to help the Board achieve its fiscal goals. Chairman Felts stated that Ms. Brown has a degree from Missouri State University in Business and that she has shown herself to be very efficient and knowledgeable. He stated that the Board appreciates all that she does and they look forward to working with her in the New Year. The Board voted to approve this hiring recommendation. Commissioner Wallace moved. Commissioner Mays seconded the motion. Motion was carried.

December 2012 Schedule

Chairman Felts stated that the Board should have a copy of the December schedule. He stated that this month is a very difficult month and the units fall on different days than usual. He stated that if any Commissioners have any adjustments to the schedule to please let him know as soon as possible so that changes can be made. There were no questions.

FILES FOR DISCUSSION - REVIEW

Chairman Felts called for any questions regarding the victim input votes for November. There were no questions.

RATIFICATION OF VOTES

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

OTHER COMMENTS

Chairman Felts thanked Mr. Steve Arnold and Mr. Damian McNeal from DCC for their Sex Offender Specific training presented to the Board on Tuesday, November 27th. He stated that the Board has the highest regard for their program and their highly skilled officers. He stated that the training was a wonderful opportunity for the Board and that the Board appreciates the interaction and cooperation between the two agencies.

ADJOURNMENT

There were no further comments or questions.

The next Board meeting will be held on Thursday, December 20, 2012 at 9:30a.m. This meeting will take place in the conference room on the 3rd floor.

The meeting adjourned at 9:50 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**

NOVEMBER 2012

<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: NOVEMBER 29, 2012