



MINUTES
OF THE ARKANSAS BOARD OF PAROLE MEETING
DECEMBER 16, 2010 @ 9:30 A.M.
ABP Board Room – Little Rock, AR

MEMBERS PRESENT:

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

HEARING EXAMINERS:

Carol V. Bohannan, Hearing Examiner/Attorney
James L. Williams, II, Hearing Examiner/Attorney
Ashley Vailes, Hearing Examiner/Attorney

**ABSENT/EXCUSED WITH
VALID REASON(S):**

Leroy Brownlee, Chairman

OTHERS PRESENT:

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

Called to Order

Due to the absence of Chairman Brownlee, Vice Chairman Abraham Carpenter called the meeting to order at 9:30 a.m. A quorum was declared.

Approval of November 23, 2010 Minutes

Commissioner John Felts moved,
Commissioner Richard Mays seconded. Motion carried.

Population Reports

The Board reviewed the population reports submitted from ADC, DCC and ABP.

Attorney General's Office

Assistant Attorney General, Meredith Rebsamen reported she had no new information to report.

Hearing Examiners' Reports

The Hearing Examiners presented their reports.

Mrs. Carol Bohannon clarified the reasons for the different numbers on each report: (1) number of files reviewed prior to hearings being scheduled (2) and number of hearings conducted after waivers.

Fiscal

Mrs. Norma Gillerson, Fiscal Support Supervisor, reported on the quarterly financial overview for ABP. A copy of the November 2010 Accounts Payable report was submitted for the Board's review.

The Governor has authorized DF&A to restore merit increases, COLA (2%), and career service bonuses to all eligible state employees. The increases will become effective the first pay period in January 2011.

Old Business

Mr. Graves reported on the status of ACA. He stated on February 17-18, 2011, Mr. Plato Barnett, ACA Auditor for DCC, will conduct a mock audit on ABP's 114 applicable ACA standards. The actual audit review will be conducted in April 2011. Copies of the standards were distributed to the board members.

Ohio Risk Assessment System (ORAS): The committee met on December 8th to discuss how the ORAS tools will be integrated into eOMIS. The board will notify Institutional Release Services (IRS) on which assessment (summary document or full assessment) is to be placed in the inmates' files

IRS will begin administering the ORAS tool in January, with the first assessments appearing in the April files. The tool will be administered manually and then automated by early spring.

eOMIS Modification: On December 9th, a request was submitted to Marquis to make an adjustment to the process when a vote in eOMIS is updated/changed. Types of adjustments are included in Mr. Graves' report.

Mr. Graves reported that 5,842 visitors had visited the agency website since its implementation on 9/20/10.

New Business

Mr. James "Jim" Williams presented for the board's approval, a draft proposing conditions for Act 679 releases. Commissioner John Felts moved and Commissioner Jimmy Wallace seconded the motion. Motion carried.

Ms. Rebsamen informed the Board that they must adopt this proposal on an emergency basis pending formal promulgation under the Administrative Procedures Act; since it was a substantive change to the ABP Policy and Procedures Manual. Commissioner John Felts moved and Commissioner Richard Mays seconded the motion. Motion carried.

Hearing Schedule – January 2011

The schedule was reviewed. The Board was requested to notify the Chairman or Tamara Salaam, if any changes were needed.

The inclement weather policy was reviewed.

Due to the residential location of the Vice-Chairman, Commissioner Joe Peacock inquired about having the Board Secretary, Richard Mays be one of the critical personnel in case of inclement weather. Vice-Chairman Carpenter stated this would be discussed at a later time.

The draft of Equal Employment Opportunity Commission (EEOC) Policy was tabled until the Chairman returns.

FILES FOR DISCUSSION - REVIEW

An overview of the victim input hearing list was conducted.

RATIFICATION OF VOTES

Commissioner Mays moved.

Commissioner Robinson seconded the motion to ratify the units. Motion carried.

The meeting adjourned at 9:50 a.m.

Signature on File

**ABRAHAM CARPENTER
VICE-CHAIRMAN**

Signature on File

**RICHARD L. MAYS, JR.
SECRETARY**

**ARKANSAS BOARD OF PAROLE
FULL BOARD RATIFICATION OF VOTES BY UNITS
DECEMBER 2010**

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	<input checked="" type="checkbox"/>
CAC	<input checked="" type="checkbox"/>
CUMMINS	<input checked="" type="checkbox"/>
DELTA	<input checked="" type="checkbox"/>
DIAGNOSTIC	<input checked="" type="checkbox"/>
EAST	<input checked="" type="checkbox"/>
GRIMES	<input checked="" type="checkbox"/>
RANDALL L. WILLIAMS	<input checked="" type="checkbox"/>
MCPHERSON	<input checked="" type="checkbox"/>
MISSISSIPPI CO.	<input checked="" type="checkbox"/>
NEAC	<input checked="" type="checkbox"/>
NORTH CENTRAL UNIT	<input checked="" type="checkbox"/>
OUACHITA REGIONAL	<input checked="" type="checkbox"/>
PINE BLUFF	<input checked="" type="checkbox"/>
SEARK	<input checked="" type="checkbox"/>
SWAR	<input checked="" type="checkbox"/>
TRCC	<input checked="" type="checkbox"/>
TUCKER	<input checked="" type="checkbox"/>
TUCKER MAX.	<input checked="" type="checkbox"/>
VARNER	<input checked="" type="checkbox"/>
WASHINGTON CO./NORTHWEST	<input checked="" type="checkbox"/>
WRIGHTSVILLE	<input checked="" type="checkbox"/>
OTHER: RESCINDS, TRANSFER SCREENINGS, ACT 290'S, 700'S, EPA, SPECIAL CONDITIONS, RECONSIDERATIONS, REVOCATION APPEALS, PARDONS, COMMUTATIONS, ETC.	<input checked="" type="checkbox"/>

MOTION BY: Richard L. Mays, Jr. SECONDED BY: Carolyn Robinson

RATIFICATION DATE: DECEMBER 16, 2010