



**MINUTES OF THE
ARKANSAS PAROLE BOARD
DECEMBER 19, 2013 @ 9:30 A.M.
APB BOARDROOM**

BOARD MEMBERS PRESENT:

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

EXCUSED WITH VALID REASON:

Carol Bohannon, Hearing Judge/Attorney
Ashley Vailes, Hearing Judge/Attorney
Jim Williams, Hearing Judge/Attorney
Cara Boyd-Conners, Hearing Judge/Attorney

OTHERS PRESENT

Solomon Graves, Administrative Services Manager, APB
Mahogany Brown, Fiscal Support Supervisor, APB
Melissa Haney, Executive Assistant to the Chairman, APB
Tamara Saalam, Administrative Specialist III (Parole), APB
Kenneth Giesbrecht, Computer Support Specialist, APB
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 21, 2013

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

POPULATION REPORT

Chairman Felts stated that the current county jail back up is up to 2, 408 men and 227 females. The total number in county jail at this time is 2, 635. He stated that there are currently 17, 500 incarcerated in ADC. This number includes the Arkansas State Police and County Jail 309s.

In review of the ACC Parole and Probation Population report there are 28, 696 individuals on probation, 2,415 in drug court, 22,278 individuals on parole, and 413 in boot camp for a total of 53,802 under supervision. Chairman Felts stated that this is a big drop from last month due to the number of parole violators currently on the backup list.

In review of the ACC jurisdiction population there is a total population of 1,457. This includes those in ACC correction centers and Omega and SE ARK TVP. Chairman Felts stated that due to the action taken at the last board meeting allowing offenders to go to RCF Centers, there has been a steady flow of people moving to RCF Facilities. He stated that there are also currently 14 males and 6 females in custody for a total of 20 and there are 16 males and 4 females that are currently unavailable. He asked if this was due to a lack of paperwork and Mr. Roberts said that was correct. Chairman Felts stated that there are 9 males and 3 females in the TVP backup for a total of 12 and there are 8 males and no females that are currently not in custody.

Chairman Felts stated that everyone should have a copy of the OVG report in their board packets. There were no questions.

In review of the APB monthly report, Chairman Felts stated that the Board had a total of 273 approved Transfer Screenings out of a total of 309. The overall approval rate for Screenings was 88.3%. There were 50 EPA screenings and all were approved. The Board conducted a total of 445 Transfer Hearings with 285 approved without programs and 195 approved with programs. There were 75 denied. There were also 3 PE hearings, with 1 approved, 1 denied and 1 deferred. The Board approved 609 out of 830 screenings and hearings for a 76% rate of approval. The Board had 83 reconsiderations, 43 rescinds and 26 rescind hearings for a total of 152. There were also 20 pardons voted with merit and 9 voted without merit, 23 commutation screenings voted without merit and 5 commutation hearings. Of this number, 12 were deferred and 2 hearing was scheduled for an overall total of 73 Pardons/Executive Clemencies. The Board had total actions of 1,055.

ATTORNEY GENERAL'S OFFICE

There was no report from the Attorney General's Office.

FISCAL REPORT

Mrs. Mahogany Franklin reported that the Board has currently expended 39% of its annual travel and operations budget. She stated that the detailed report is attached for the Board's review.

HEARING JUDGES REPORT

The Hearing Judge report was available to the Board for review. Chairman Felts stated that Mrs. Bohannon's numbers are not available due to a death in the family, but the numbers will be updated as soon as possible. He stated that it appears that the Board has reached the top of the incline on waivers and warrants. He stated that even though these numbers have declined, there will be a big increase coming again in February. He stated that the Board did over 1,000 total actions this month, but in January there will be over 1,000 just in parole hearings and screenings. He reported that February numbers will be even bigger and they are working with parole services to expedite the process as much as possible.

AGENCY UPDATES

Mr. Graves stated that the new revocation rules enacted on emergency basis are going through the promulgation process. He stated that the Bureau of Legislative Research requested the Board to adjust the fiscal impact statement to meet new standards.

Mr. Graves stated that on January 8, 2014 at 1:00pm there will be a public hearing on these rule changes. He asked that the Board remain present after the victim input meeting in order to attend this public hearing for comments. He stated that the comment period will expire on January 15th and all final comments will be reviewed January 16th and will need to be voted on at that time.

Mr. Graves stated that Dr. Jim Austin visited with ACC and talked about the current risk assessment tool that is being used. He had some concerns about the tool and its effectiveness. He will review this assessment and propose any changes he deems necessary. Chairman Felts stated that once a parolee is released, these factors can change and after years of supervision, the assessment level can also change. He stated that there will be more information on these changes as they become available.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Chairman Felts stated that on the January 2014 schedule the numbers are larger than usual with over 580 hearings scheduled. Mrs. Ellingburg stated that these numbers are still increasing everyday. Chairman Felts stated that Mrs. Ellingburg's group has been very proactive in getting these scheduled as quickly as possible. Mrs. Ellingburg stated that they have been working off the original list provided by Mr. Graves and so far they have scheduled over 1,300. She stated that they will need an updated list in order to continue scheduling. Mr. Graves stated that he will provide Mrs. Ellingburg's office with a list as soon as possible.

JANUARY 2014 SCHEDULE

Chairman Felts stated that January is going to be a busy month with a lot of changes. He reminded the Board that the unit assignments have changed and to be mindful of that. He stated that this will effect how often the Commissioners are going out for hearings. He stated that they will still try and keep each Commissioners files to about 20 a piece but the numbers are escalating. As a result of the increase in hearings, there is also an increase in victim input hearings scheduled. He stated that he has added a new victim input day for January 13, 2014. He asked that the Commissioners mark this day on their calendars. He also asked that if a person has protestors and the minutes are not in the file, to ask Tamara or Melissa for a copy of the minutes.

FILES FOR DISCUSSION - REVIEW

There were no questions on the files for review.

RATIFICATION OF VOTES

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

EXECUTIVE SESSION

Chairman Felts called the Board into Executive Session regarding the job performance of Mr. Solomon Graves. The session began at 10:00 and ended at 11:00 am. Chairman Felts stated that there was no action taken during the Executive Session.

OTHER COMMENTS

Chairman Felts opened the floor for Mr. Kenneth Geisbrecht to discuss upcoming IT changes. Mr. Giesbrecht stated that the Board's equipment is very outdated and he has new equipment coming. He stated that the Board

will be switching over to Windows 7 Enterprise and Office 2010. He stated that he will be reviewing the policy update modifications as well. He stated that these are pretty strict and he will be making some changes. He stated that he wants to make sure that we are security minded and we are able to clear with our audits. He stated that an IT budget has been established and he will compile a report on what cost it will require maintaining all electronic equipment. He stated that as the work loads increase, his will increase as well and in order to provide the best IT support he can, he will implement a ticketing system for everyone to use. He is working with Persidio to look at new video technology for the Board. He would like to implement hearings from each Commissioners office instead of in the conference rooms. This will allow for multiple conferences and a lot more flexibility for the Board. He proposed that there be training on these new changes starting in mid January on Fridays. These training sessions will be 30-45 minutes long and will include basic instructions on how to use the new software and equipment. He stated the more he can show the Board, the easier it will be for everyone to be up to date.

Chairman Felts stated that Mr. Geisbrecht is a great asset to the Board and he has offered a great opportunity to advance technologically. He stated that they have discussed moving forward with electronic voting on the ipads, which will stop all the transcribing and files that are currently being used. He stated that this requires a lot of manpower and this will be a great tool for the Board. Mr. Geisbrecht stated that he will be putting together some Ipad tutorials so the Board can take full advantage of their ipads.

ADJOURNMENT

The next Board meeting will be held on Thursday, January 16, 2014 at 9:30a.m. in the APB Boardroom

The meeting adjourned at 11:10 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**

DECEMBER 2013

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	X
CACCC	X
CUMMINS	X
DELTA	X
EAST AR	X
GRIMES	X
MCPHERSON	X
MISSISSIPPI CO.	X
NEACCC	X
NORTH CENTRAL	X
NORTH WEST/WASHINGTON CO.	X
OUACHITA RIVER CORR.	X
PINE BLUFF	X
R.L. WILLIAMS	X
SEARC	X
SWARC	X
TRCC	X
TUCKER	X
TUCKER MAX	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: DECEMBER 19, 2013