



# **MINUTES**

## **OF THE ARKANSAS BOARD OF PAROLE MEETING**

### **JANUARY 28, 2010**

**MEMBERS PRESENT:**

Leroy Brownlee, Chairman  
Abraham Carpenter, Jr., Vice-Chairman  
Richard L. Mays, Jr., Secretary/Commissioner  
John Felts, Commissioner  
Carolyn Robinson, Commissioner  
Joseph Peacock, Commissioner

**HEARING EXAMINERS:**

Ernest Sanders, Jr., Attorney  
James L. Williams, II, Attorney

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

Carol V. Bohannan, Hearing Examiner/Attorney

**MINUTES PREPARED BY:** Sharon Lewis, Executive Assistant to the Chairman

OTHERS PRESENT:

Steve Arnold, Assistant Director, Department of Community Correction  
 Jeff Tillman, Assistant Director, Department of Community Correction  
 Meredith Rebsamen, Assistant Attorney General, Attorney General's (AG's) Office  
 Sharon Lewis, Executive Assistant to the Chairman  
 Solomon Graves, Computer Support Specialist/ACA Coordinator, ABP  
 Tamara Salaam, Administrative Support Supervisor, Parole Services - ABP  
 Lois Hansberry, Administrative Support Supervisor, Revocation - ABP

INSTITUTIONAL RELEASE SERVICES - DCC  
 Institutional Release Officers (IRO)

IRO NAME	UNIT ASSIGNED	IRO NAME	UNIT ASSIGNED
Kendra Armstrong	Varner	Jacqueline Rancifer	Cummins
Andrae Campbell	Tucker	Lisa Reynolds	Ouachita River
Donna Cobb	East Arkansas Regional	Angela Robinson	Randall Williams
Warren Collier	Benton	Ethel Sanders	Ouachita River
Micah Crews	Grimes	Teresa Shaw	Wrightsville
Sonja Easley-Burns	CACC/Wrightsville Hawkins	Kayla Stevens	Grimes
Trina Fortner	Omega Tech.	LaTonya Thomas	SEACC
Linda Henderson	NEACC	Stephanie Washam	McPherson
Aquita Jones	Rover	Adrian Winfrey	East Arkansas Regional
Ceaser King	Delta	Denita Wright	Pine Bluff
Betty McMiller	Varner	IRS STAFF MEMBERS	TITLE
Timothy Mayfield	North Central	Shirley Ellingburg	Area Manager
Robert Mills	Diagnostic	Pam Brown	Assistant Area Manager
Joshua Morehead	North Central	Mary Wisemon	Records Supervisor
Edward Murray	Cummins	Leslie Bearden	Administrative Specialist III
Michelle Nash	SWACCC		

**Called to Order**

*Brownlee* called the meeting to order and declared a quorum at 9:30 a.m.

**Approval of January 14, 2010 Minutes**

*Carpenter* moved,  
*Felts* seconded. Motion carried.

**Population Reports**

The population reports were reviewed from ADC, DCC and ABP.

**Attorney General's Office**

Ms. Rebsamen stated that the two pending lawsuits are awaiting rulings on their dismissal.

**Hearing Examiners' Reports**

The Hearing Examiners presented their reports. Mr. Williams presented Mrs. Bohannon's report on her behalf.

**OLD BUSINESS**

Mr. Graves reported on the following events for the agency:

- Annual review of the ABP Policy Manual was completed by the board and received approval from the Governor's Office. All Board members and Hearing Examiners will receive a hard copy. The Policy Manual will be made available next week on the agency's website.
- Mr. Graves and representatives from DCC met with Dr. Ed Latessa, from the University of Cincinnati, regarding a new risk assessment tool for ADC, DCC & ABP. A brief presentation will be given following the Victim Input Hearings on Wednesday, February 3, 2010.

**NEW BUSINESS**

Statement of Financial Interest Form: Board Members and Hearing Examiners were reminded to file this form with the Secretary of State's Office by the January 31<sup>st</sup> deadline.

The Chairman informed the Board of impending Executive Clemency Hearings for three (3) death row inmates.

The Institutional Release Officers were introduced to the Board. Each stated where they attended school and the unit they were assigned to. The Board members extended gratitude to the IROs for the great work performed in assisting them at the hearings.

**Hearing Schedule – FEBRUARY:** The schedule was revised and distributed. The board was requested to notify Tamara Salaam, if any changes were needed.

**FILES FOR DISCUSSION - REVIEW**

An overview of the victim input hearings listing was conducted.

**RATIFICATION OF VOTES**

*Mays* moved.

*Carpenter* seconded the motion to ratify the units. Motion carried.

This meeting adjourned at 10:15 a.m.

**Signature on File**

---

**LEROY BROWNLEE  
CHAIRMAN**

**Signature on File**

---

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

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

**JANUARY 28, 2010**

<b><u>UNITS:</u></b>	<b><u>RATIFIED (X)</u></b>
BENTON	<input checked="" type="checkbox"/>
CAC	<input checked="" type="checkbox"/>
CUMMINS	<input checked="" type="checkbox"/>
DIAGNOSTIC	<input checked="" type="checkbox"/>
EAST	<input checked="" type="checkbox"/>
MISSISSIPPI CO.	<input checked="" type="checkbox"/>
NEAC	<input checked="" type="checkbox"/>
OUACHITA REGIONAL	<input checked="" type="checkbox"/>
PINE BLUFF	<input checked="" type="checkbox"/>
RANDALL L. WILLIAMS CORR.	<input checked="" type="checkbox"/>
SEAR	<input checked="" type="checkbox"/>
SWAR	<input checked="" type="checkbox"/>
TRCC	<input checked="" type="checkbox"/>
VARNER	<input checked="" type="checkbox"/>
WRIGHTSVILLE	<input checked="" type="checkbox"/>
OTHER: RESCINDS & TRANSFER SCREENINGS, ACT 290'S, EPA, 700'S, SPECIAL CONSIDERATIONS, RECONSIDERATION, PARDONS, REVOCATION APPEALS, CLEMENCIES, ETC.	<input checked="" type="checkbox"/>

MOTION BY: RICHARD MAYS, JR.      SECONDED BY: ABRAHAM CARPENTER, JR.

RATIFICATION DATE: JANUARY 28, 2010