



MINUTES
OF THE ARKANSAS BOARD OF PAROLE MEETING
March 25, 2010 – 9:30a.m.
ABP Boardroom

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
Jimmy Wallace, Commissioner

HEARING EXAMINERS: Carol V. Bohannan, Hearing Examiner/Attorney
James L. Williams, II, Hearing Examiner/Attorney

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

MINUTES PREPARED BY: Lateresa L. Smith, Fiscal Support Analyst (Acting Board Assistant)

OTHERS PRESENT:

David Guntharp, Director, Department of Community Correction
Veter Howard, Chief Deputy Director, Department of Community Correction
Dan Roberts, Deputy Director, Department of Community Correction
Jeff Tillman, Assistant Director, Department of Community Correction
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC
Rhonda Sharp, Public Relations Officer, Department of Community Correction
Joseph Cooper, Assistant Director for Research, Department of Community Correction
Meredith Rebsamen, Assistant Attorney General, Attorney General's (AG's) Office
Solomon Graves, Computer Support Specialist / ACA Coordinator, ABP
Robin Radford, Board Investigator and Safety Officer, ABP
Norma Gillerson, Fiscal Support Supervisor, ABP
Lateresa L. Smith, Fiscal Support Analyst (Acting Board Assistant)
Tamara Salaam, Administrative Support Supervisor – Parole Services, ABP

Called to Order

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

Approval of February 11, 2010 Minutes

Vice-Chairman Carpenter made a motion to adopt the previous minutes as presented. Commissioner Felts seconded the motion. Motion carried.

Population Reports

The data in the population reports received from ADC and DCC were reviewed.

Attorney General's Office

Ms. Rebsamen reported there was no new information. The two pending lawsuits were still waiting for dismissal. She was asked to attend the hearing Monday, March 29, 2010 for Stacy Johnson (SK933) at Varner SuperMax Unit.

Hearing Examiners' Reports

The Hearing Examiners presented their reports. Carol Bohannon conducted 24 hearings (22 sent to ADC, 1 sent to TVP, and 1 Compact hearing). Jim Williams conducted 38 hearings (29 sent to ADC, 2 sent to TVP, and 7 were not revoked).

Fiscal Report

Mrs. Gillerson presented the agency's financial overview from July 2009 to date. She asked the Commissioners to read the revised Employee Manual and the Grievance Policy. The acknowledgement forms for both are due to Human Resources within 5 days. She reminded the Board that the Grievance Officer is Commissioner Richard Mays, Jr.

Old Business

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

- He has begun work again on redesigning the ABP website. He plans on completing the website by the end of the Fiscal Year.
- Mr. Graves stated that the agency is on track to complete their standards in a timely manner. Currently, 78 out of 116 standards have been completed. His plan is to have all standards completed by the end of May in time for the mock audit.
- Mr. Graves & Mr. Williams will be attending Risk Assessment Training for 3 days in April & May.
- Mr. Graves informed the board that inmate panels and parole office visits will be starting next month.

New Business

Mr. Joseph Cooper from DCC explained the parolee recidivism rate and how the information was gathered. A handout was provided for the Board to review.

Hearing Schedule – APRIL

The schedule was reviewed. Chairman Brownlee informed the Board that on April 27, 2010, another Commissioner will be added to the Ouachita Unit, due to the sensitivity of the caseload. The board was requested to notify Tamara Salaam, if any other changes were needed.

Revised Voting Procedures

Chairman Brownlee informed the Board, that starting Monday, April 5, 2010 (and continuing each Monday thereafter) the full Board will meet to abide by the voting procedures listed in the Board Policy Manual.

Files for Discussion / Review

Chairman Brownlee stated there is a problem with SOSRA forms not being in the file jackets. ADC will be contacted to resolve this issue.

An overview of the victim input hearings was conducted.

Election of Officers

Commissioner Jimmy Wallace moved to keep the current officers.

Commissioner Peacock seconded that motion. Motion carried.

Clemency Hearing-Stacy Johnson (SK933)

Chairman Brownlee instructed the Parole Services section to get the names of the people attending the Victim Input hearing on Monday, March 29, 2010 to the board members by close of business today. He also reviewed the schedule for that day.

Training

Ms. Robin Radford, Board Investigator & Safety Officer, informed the Commissioners and Hearing Examiners about a firearms training on Thursday, April 29, 2010. Interested individuals were directed to let her know today.

Special Presentation

Chairman Brownlee presented DCC Director David Guntharp with a token of appreciation on behalf of the Board. The board extended their best wishes on his retirement.

Ratification of Votes

Commissioner Mays, read off the units to be ratified by the Board and made a motion for their adoption. Abraham Carpenter, Jr. seconded the motion. Motion carried.

This meeting adjourned at 10:12 a.m.

Signature on File

LEROY BROWNLEE
CHAIRMAN

Signature on File

RICHARD L. MAYS, JR.
SECRETARY

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

March 25, 2010

<u>UNITS:</u>	<u>RATIFIED (X)</u>
BENTON	<input checked="" type="checkbox"/>
CACCC	<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"/>
NEACCC	<input checked="" type="checkbox"/>
OUACHITA REGIONAL	<input checked="" type="checkbox"/>
PINE BLUFF	<input checked="" type="checkbox"/>
RANDALL L. WILLIAMS CORR.	<input checked="" type="checkbox"/>
SEARC	<input checked="" type="checkbox"/>
SWARC	<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, REVOCATION APPEALS, CLEMENCIES, ETC.	<input checked="" type="checkbox"/>

MOTION BY: Richard Mays, Jr. SECONDED BY: Abraham Carpenter, Jr.

RATIFICATION DATE: March 25, 2010