



**MINUTES OF THE  
ARKANSAS PAROLE BOARD  
MAY 14, 2015  
9:00 A.M.  
APB BOARDROOM**

**BOARD MEMBERS PRESENT:**

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

**EXCUSED WITH VALID REASONS:**

Carol Bohannon, Hearing Judge/Attorney  
Cara Boyd-Connors, Hearing Judge/Attorney  
Jim Williams, Hearing Judge/Attorney  
Ashley Vailes, Hearing Judge/Attorney  
Meredith Rebsamen, Assistant Attorney General, Attorney General's Office

**OTHERS PRESENT:**

Solomon Graves, Administrative Services Manager, APB  
Kelly Knuckles, Executive Assistant to the Chairman, APB  
Tamara Salaam, Administrative Support Supervisor, APB  
Mahogany Franklin, Fiscal Support Supervisor, APB  
Shirley Ellingburg, Area Manager, Institutional Release Services, ACC  
Julie Chavis, Assistant Attorney General, Attorney General's Office

MINUTES PREPARED BY: Kelly Knuckles, Executive Assistant to the Chairman

## **CALL TO ORDER**

Chairman Felts called the meeting to order at 9:04 am. A quorum was declared.

## **APPROVAL OF MINUTES – April 30, 2015**

Secretary Vandiver moved for an approval of the minutes. Vice-Chairman Brown seconded the motion. The motion passed. The minutes were approved as presented.

## **AGENCY UPDATES**

Solomon Graves, Administrative Services Manager, reminded those members that have not completed the ACIC training to please do so at their earliest convenience. The Board has received notice from Department of Correction that they are suspending access to state files for anyone who is not ACIC certified. The training that you receive will be two-fold. All training conducted online will give you the ability to view information and the in person training conducted on July 9<sup>th</sup>, 2015 will give you the ability to query information within eOMIS history. Please contact Ken Giesbrecht, Computer Support Specialist, if you have problems accessing the site and Lois Hansberry, Administrative Support Supervisor, regarding questions about the training. Mr. Graves will need a copy of your certificate once the training is complete to be uploaded into the system as documented evidence that all members have the legal right to access necessary information within eOMIS history.

Mr. Graves updated the Board on where we stand on the policy language after the regular session. The Board will be receiving a packet of proposals on May 20, 2015 after the Victim Input Meeting. This packet includes all pertinent policy proposals with the exception of Act 1239, which deals the revocation hearings and the Criminal Justice Transparency Bill, that information will not be included in this draft because we are still working on both of those items. We will bring this proposal before the Board on May 29, 2015 for a vote.

Mr. Graves reminded the Board that the way we are adopting rule changes is different under the new Administration. Instead of sending them directly to the Legislative Council once the Board acts they will then go to the Governor's office for their review and approval.

Earlier in the week, Mahogany Franklin, Fiscal Support Supervisor, and Solomon Graves attended a PEER Sub-Committee Meeting of the Legislative Council for a Cash Fund Appropriation request, that request will allow us to deposit the grant award that we received for the online decision search project. We should get notice within a week or two that we can move forward with depositing those funds.

Mr. Graves updated the Board on the Legislature's implementation of Act 1258. This act implements Issue 1 which gave the Legislation the authority to either approve or reject rules.

Shirley Ellingburg, Institutional Release Services Area Manager, informed the Board she has set up a meeting with an ACIC representative to get the IROs certified to look at that information. She has been notified that some Units are not allowing the Institutional Release Officer to pull the state files. Ms. Ellingburg mentioned that she noticed at Cummins all the ACIC information was in envelopes so that they could not see that particular information.

No further questions or statements.

## **OLD BUSINESS**

Ms. Vandiver mentioned to the Board that she has had some issues with the audio on the McPherson Hearings performed via video. She does not feel that is good situation.

Mr. Felts mentioned that we are looking at going to the Real Presence video system which will provide us with better visual picture as well as audio performance regardless of the size of the room. We will have a presentation

coming up within the next month.

**NEW BUSINESS**

There were no questions or statement regarding new business for the Board.

**FILES FOR DISCUSSION - REVIEW**

There were no questions regarding the files for review.

**ADOPTION OF RECOMMENDATIONS**

Commissioner Vandiver, Secretary of the Board, moved to adopt the recommendations. Commissioner Carpenter seconded. The motion was carried.

**ADJOURNMENT**

The meeting adjourned at 9:27 a.m.

The next Board meeting will be held on Friday, May 29<sup>th</sup>, 2015 at 9:00 a.m. at the Arkansas Parole Board.

*Signature on File*

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**John Felts, Chairman**

*Signature on File*

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**Dawne Vandiver, Secretary**

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

**May 2015**

| <b><u>UNITS:</u></b>  | <b><u>RATIFIED (X)</u></b> |
|---|----------------------------|
| DELTA   | <u>X</u>                   |
| WRIGHTSVILLE  | <u>X</u>                   |
| TUCKER  | <u>X</u>                   |
| TUCKER MAX  | <u>X</u>                   |
| CUMMINS   | <u>X</u>                   |
| BENTON  | <u>X</u>                   |
| TRCC/SW   | <u>X</u>                   |
| ACC-CAC   | <u>X</u>                   |
| McPHERSON   | <u>X</u>                   |
| NORTH CENTRAL/NW  | <u>X</u>                   |
| <b>OTHER:</b>   | <u>X</u>                   |
| PARDONS, COMMUTATIONS, TRANSFER SCREENINGS,<br>ACT 290's, 700's, RECONSIDERATIONS, REVOCATION APPEALS,<br>RESCINDS, SPECIAL CONDITIONS, EPA, ETC. |                            |

MOTION BY: Commissioner Vandiver    SECONDED BY: Commissioner Carpenter

RATIFICATION DATE: May 14<sup>th</sup>, 2015