



**MINUTES**  
**ARKANSAS BOARD OF PAROLE**  
**JUNE 16, 2011 @ 9:30 A.M.**  
**ABP Board Room**

**BOARD MEMBERS PRESENT:** Abraham Carpenter, Jr., Vice-Chairman  
Richard L. Mays, Jr., Secretary  
John Felts, Commissioner  
Carolyn Robinson, Commissioner  
Joe Peacock, Commissioner  
Jimmy Wallace, Commissioner

**HEARING EXAMINERS PRESENT:** Carol V. Bohannon, Hearing Examiner/Attorney  
James L. Williams, II, Hearing Examiner/Attorney  
Ashley Vailes, Hearing Examiner/Attorney

**EXCUSED WITH VALID REASON(S):** Leroy Brownlee, Chairman

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

## **OTHERS PRESENT**

Jeff Tillman, Assistant Director, Parole/Probation, Department of Community Correction  
Steve Arnold, Assistant Director, Parole/Probation, Department of Community Correction  
Rhonda Sharp, Public Relations, Department of Community Correction  
Arnie Jochums, Assistant Attorney General, Attorney General's Office  
Shirley Ellingburg, Area Manager, Institutional Release Services, DCC  
Solomon Graves, Administrative Services Manager, ABP  
Norma Gillerson, Fiscal Support Supervisor, ABP  
Lois Hansberry, Administrative Support Supervisor – Revocation, ABP  
Sharon Lewis, Executive Assistant to the Chairman, ABP

**CALL TO ORDER**

Vice-Chairman Carpenter called the meeting to order at 9:30 am. A quorum was declared.

**APPROVAL OF MINUTES – May 26, 2011**

Commissioner Wallace moved. The minutes were approved as presented.

Commissioner Felts seconded the motion. Motion carried.

**OLD BUSINESS**

Mr. Graves gave a status report of the ongoing agency activities.

Mr. Graves began by thanking the work of Sharon Lewis, Melissa Haney, and Lois Hansberry for their assistance in the executive clemency hearing for Marcel Williams, SK-943.

**NEW BUSINESS**

- On Wednesday, June 15, 2011 Mr. Solomon Graves and Hearing Examiner Jim Williams presented testimony to the Administrative Rules and Regulation Subcommittee regarding the Act 679 Conditions of Release which were approved by the Board in December 2010.
- Mr. Graves reported on a meeting he had with Ms. Jenny Wilkinson from the Governor's Office and staff from DCC, regarding the design of a new synopsis screen in eOMIS. The screen will be designed specifically for the Board and Governor's Office. The next meeting will be Monday, July 25, 2011. Commissioners were asked to provide Mr. Graves with feedback on this project.
- Mr. Graves updated the Board on the revisions for the Board Manual required by Act 570 of 2011. Mr. Graves will also be submitting some "clean-up" language not required by the bill. A draft copy of the manual will be submitted next week. The Board will be asked to consider the changes in time for them to take effect by July 27, 2011.
- The Board will send a welcome letter to Ms. Jenny Wilkinson and request a meeting with her. Ms. Wilkerson replaced Ms. Amy Grimes, Counsel for Clemency & Corrections in the Governor's Office.
- Mrs. Gillerson reported that she will be closing out FY11 by June 30<sup>th</sup> and asked for all purchase orders be submitted to her by noon Monday, June 20<sup>th</sup>.
- Mrs. Gillerson introduced Matthew Welch, Audit Staff for the Legislative Joint Auditing Committee, who was conducting the agency's audit for FY2000-2010.

**FILES FOR DISCUSSION - REVIEW**

The Board reviewed the listing of victim input hearings that were conducted the first half of June 2011.

**RATIFICATION OF VOTES**

Commissioner Mays moved.

Commissioner Wallace seconded the motion to ratify the votes. Motion carried.

The meeting adjourned at 9:50 a.m.

**Signature on File**

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**Abraham Carpenter, Jr.**  
**Vice-Chairman**

**Signature on File**

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**Richard L. Mays, Jr.**  
**Secretary**

**ARKANSAS BOARD OF PAROLE  
FIRST BOARD VOTE RATIFICATION**

**JUNE 2011**

**UNITS:**

**RATIFIED (X)**

**DELTA**



**GRIMES**



**MCPHERSON**



**NORTH CENTRAL UNIT**



**TUCKER**



**TUCKER MAX.**



**OTHER: TRANSFER SCREENINGS, CLEMENCIES, PARDONS,  
RECONSIDERATION, REVOCATION APPEALS, RESCINDS,  
SPECIAL CONSIDERATIONS, ACT 290, 700'S, EPA, ETC.**



**MOTION BY: RICHARD L. MAYS, JR. SECONDED BY: JIMMY WALLACE**

**RATIFICATION DATE: JUNE 16, 2011**