



**MINUTES OF THE  
ARKANSAS PAROLE BOARD  
July 28, 2016  
9:00 A.M.  
APB BOARDROOM**

**BOARD MEMBERS PRESENT:**

John Felts, Chairman  
Andy Shock, Secretary  
James Wallace, Commissioner  
John Belken, Commissioner  
Jerry Riley, Commissioner

**EXCUSED WITH VALID REASONS:**

Abraham Carpenter, Commissioner  
Dawne Vandiver, Vice Chairman  
Carol Bohannon, Hearing Judge/Attorney  
Jim Williams, Hearing Judge/Attorney  
Ashley Vailes, Hearing Judge/Attorney  
Cara Boyd-Connors, Hearing Judge/Attorney, APB

**OTHERS PRESENT:**

Brooke Cummings, Board Administrator, APB  
Kelly Knuckles, Executive Assistant to the Chairman, APB  
Scott Howard, Investigator, APB  
Kenya Woods, Victim Input Coordinator, APB  
Tamara Salaam, Administrative Support Supervisor, APB  
Lois Hansberry, Administrative Support Supervisor, APB  
Pam Brown, Assistant Area Manager, Institutional Release Services, ACC  
Nga Mahfouz, Assistant Attorney General, Attorney General's Office

## **CALL TO ORDER**

Chairman Felts called the board meeting to order at 9:06 a.m. A quorum was declared.

## **APPROVAL OF MINUTES – July 14, 2016**

Commissioner Wallace moved for approval of the minutes. Commissioner Shock seconded the motion. The minutes were approved as presented.

## **REPORT UPDATES**

Chairman Felts reported that there are 18,120 inmates incarcerated in the Arkansas Department of Correction. Chairman Felts mentioned to the Board that the The Board of Corrections will be evoking a 90 day EPA at the end of August which should eliminate some of the County Jail back-up. There are currently 1,379 men and women on the ADC County Jail Back-up list.

In reviewing of the ACC Center Jurisdictional Population there are a total 1,676 offenders in ACC Centers. This includes those in ACC Centers, Omega, SE ARK TVP, and on ACC's back-up list. The total ACC capacity is 1,603. Their statewide field operations report reflects 28,004 on probation, 2,585 out to drug court/specialty court, 332 boot camp releases and 23,306 on parole, for a combined total of 54,227 under supervision.

Chairman Felts mentioned that ACC has completed the move from the Pine Bluff women's unit South East Arkansas Community Corrections Center to the new West Memphis unit East Central Community Correction Center.

## **ATTORNEY GENERAL'S REPORT**

There were no updates requiring discussion from the Attorney General's office.

## **FISCAL REPORT and AGENCY UPDATES**

Ms. Brooke D. Cummings, Board Administrator, gave the report this month in interim until a new Business Operations Manager is named replacing Ms. Mahogany Franklin, former Business Operations Manager. Interviews are currently are being conducted for the Business Operations Manager position.

Ms. Cummings reported that the Board, as of June 30, 2016, has expended 100% of its annual travel, maintenance, and operations budget. There is an attachment included in the board packets for review.

Ms. Cummings stated that the Systems Coordination Analyst position has been filled. Ms. Cummings requested that the Board notify her with any questions or concerns regarding IT issues until the new hire begins in early August.

There were no further questions or comments regarding the fiscal report.

## **HEARING JUDGE'S REPORT**

Chairman Felts reviewed the Hearing Judge's report, stating that the overall number on actions for the past month totaled to 611. That total included the number of waivers to ACC, ADC, not revoked, deferred, continued, not held and other reason, all explained in the report included in the board packets.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

Chairman Felts stated the Board wanted to take a look at the parole violators coming up in September for screenings. Chairman Felts asked Ms. Pam Brown, Assistant Area Manager of Institutional Release Services to have her staff set-up the upcoming parole violators to be screened in September 2016.

**FILES FOR REVIEW**

There were no questions regarding the files for review.

**ADOPTION OF RECOMMENDATIONS**

Secretary Shock moved to adopt the recommendations. Commissioner Wallace seconded the motion. The motion passed.

**RECESS OF FULL BOARD MEETING**

The Full Board Meeting recessed at 9:26 a.m.

The Board will reconvene for Executive Session at 1:00 p.m. today to address a personnel issue.

**EXECUTIVE SESSION**

Chairman Felts called the Board to order for Executive Session regarding a personnel issue at 1:00 pm.

**ADJOURNMENT**

Chairman Felts called the Full Board Meeting back into order. Chairman Felts stated there was no action taken during the Executive Session.

There was no further business to address before the Board.

The meeting adjourned at 1:15.

The next Board meeting will be held on Thursday, August 11<sup>th</sup>, 2016 at 9:00 a.m.

***Signature on File***

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John Felts  
Chairman

***Signature on File***

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Andy Shock  
Secretary

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

**JULY 2016**

**UNITS:**

**RATIFIED (X)**

**R.L. WILLIAMS**



**PINE BLUFF/SE**



**GRIMES/ ESTER**



**EAST ARKANSAS**



**MISS CO/NEC**



**VARNER**



**OUACHITA**



**OTHER: Pardons, Commutations, Transfer Screenings, ACT 290s,  
700s, Reconsiderations, Revocation Appeals, Rescinds,  
Special Conditions, EPAs, Etc.**



**MOTION BY: Secretary Shock      SECONDED BY: Commissioner Wallace**

**RATIFICATION DATE: July 28, 2016**