

PAROLE BOARD

Enabling Laws

Act 697 of 2007
A.C.A. §16-93-201, et seq.

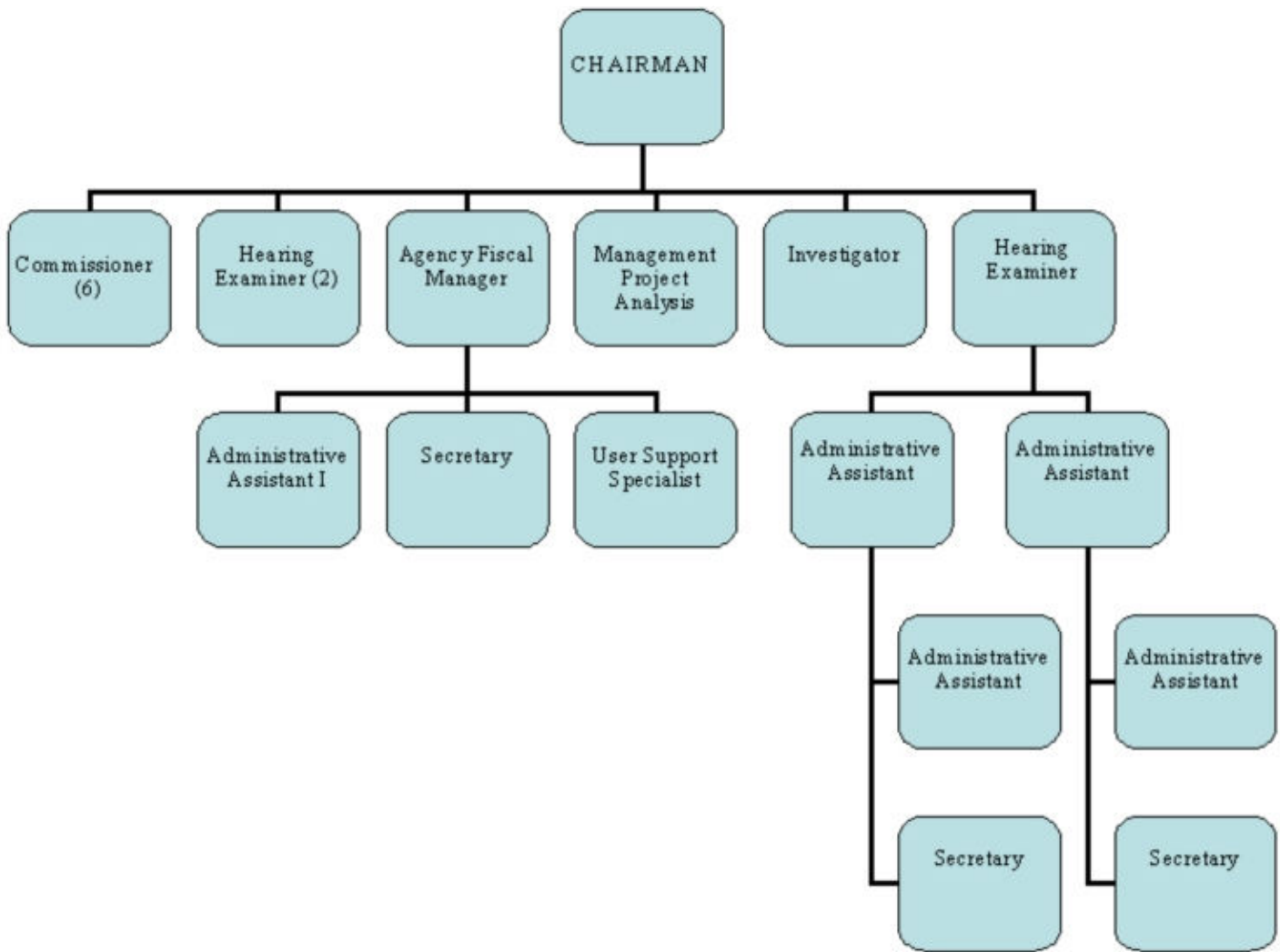
History and Organization

The Post Prison Transfer Board is dedicated to the process of promoting public safety by the return of offenders into the community through supervised, conditional release. The goal is to guide and monitor the transition from confinement to the successful completion of supervision within the community. The State Board of Parole and Community Rehabilitation was created by Act 937 of 1989, with three (3) full-time members and four (4) part-time members.

During the 79th General Assembly Regular Session, 1993, an act to change the name of the State Board of Parole and Community Rehabilitation to the Post Prison Transfer Board was introduced and became law. This was followed by Act 285/361 of 1995, to provide that the Post Prison Transfer Board be comprised of five (5) full-time members and two (2) part-time members. Act 979 of 1999, authorized a change to six (6) full-time members and one (1) part-time member. The staff consists of three (3) Revocation Hearing Examiners and seven (7) Clerks for a total of 16 authorized positions.

During the 85th General Assembly Regular Session, Act 1033 of 2005 changed the name of the Post Prison Transfer Board to the Parole Board and authorized three (3) additional clerical staff. The staff consists of three (3) Revocation Hearing Examiners, five (5) Administrative Assistants, three (3) Secretaries, one (1) Management Project Analyst and one (1) Agency Manager for a total of 19 authorized positions.

During the 86th General Assembly Regular Session, Act 697 of 2007 authorized two (2) additional support staff members and changed the composition of the Board to seven (7) full-time members to be appointed from the state at large by the Governor and confirmed by the Senate. The support staff consists of three (3) Revocation Hearing Examiners, five (5) Administrative Assistants, three (3) Secretaries, one (1) Fiscal Agency Manager, one (1) Management Project Analyst, one (1) User Support Specialist, and one (1) Investigator for a total of 22 authorized positions.



Agency Commentary

The Arkansas Parole Board (APB) is responsible for conducting parole hearings throughout the State, make decisions on conditional release of inmates for correctional facilities, and review all pardon and executive clemency applications and make non-binding recommendations to the Governor. They are responsible to grant, deny, suspend, and revoke parole in accordance with legislative criteria: the risk posed to the community by the offender’s potential to re-offend and the rehabilitation and reintegration of the offender back into the community. The Chairman of the Parole Board also serves as an ex-officio member of the Board of Corrections.

Over the last 10 years, the parole caseload has grown 223%. Arkansas’ parole system is challenged by the continued increased in the number offenders released under parole supervision. During the past five (5) years, the number of supervised parolees has increased by 48.5%. According to Arkansas Department of Correction (ADC), the prison population on June 30, 2008 was 14,700. During FY08, 12,178 individuals were given parole consideration by means of a hearing or file review by the Board, with 5,603 being face-to-face interviews.

The Department of Community Correction (DCC) Institutional Release staff prepare case records for us which helps APB members in conducting Arkansas Department of Correction inmate case reviews and

hearings to determine parole, as required by Arkansas Code Annotated § 16-93-203. Depending on the date of a crime or sentence, some inmates are transfer eligible (TE) and other are parole eligible (PE). Some inmates are not eligible for parole, but may be considered for release under clemency laws.

The Board requests an increase in Operating Expenses for network services, telephone, data processing and software maintenance, rent/leases, computers, printers, software license upgrades, fuel and mileage reimbursements.

In the last Biennium, the Board was able to establish a video conferencing center. Currently there are secure video conferencing network centers between Parole Board and Department of Correction and Department of Community Correction. Video conferencing allows the Board members and Hearing Examiners to conduct some hearings and inmate case reviews without transporting the inmates. Using video conferencing would ensure the safety of the Board members and hearing examiners along with preserving the security of the units.

Due to budget reductions in FY09, video conferencing was suspended. There is an unprecedented growth of Arkansas Department of Corrections (ADC) and Department of Community Corrections (DCC), because of that, we are requesting that the network connectivity provided by Department of Information Systems and AT&T be re-established.

There will be several state agencies that will have the ability to utilize the video conferencing system. Opportunities for use by the Governor's Office and the DCC are also available. Future uses will include training opportunities for Parole Board staff. As ADC brings more units online we will be able to expand our use of video conference capability for parole hearings. Currently the Department of Correction has video conferencing capability at nine of their eighteen units/offices.

Included in network service expense is the Arkansas Crime Information Center/National Crime Information Center (ACIC/NCIC) capability to enter and withdrawn parole warrants. This will reduce the number of warrants not being entered and not being withdrawn in a timely manner.

We are requesting data processing equipment maintenance and software maintenance. The data processing maintenance includes warranty for four Tandberg® units and data communications service provided by Department of Information Services. The software maintenance includes an upgrade to a database called e-Omis. E-Omis is a database that is utilized by DCC and the ADC to track inmates, parolees, and probationers. The upgrade will be for Parole Board events and will allow hearing examiner's schedules to be entered. With the schedules being entered the database will automatically e-mail a parole officer of a hearing scheduled for the parolees under their supervision.

The Agency's information technology plan includes a request to upgrade software and licenses from microsoft office suites 2003 to microsoft office suites 2007 for all our computers in FY10. In FY11 we would like to replace five (5) aged computers and ten (10) laptops. The equipment would have reached its end of life which is five years. Also we would like to replace several Board members' printers.

The Parole Board has ten vehicles in their fleet and in FY08 the total miles traveled were 142,780 costing over \$19,000 in fuel costs. With the number of miles traveled by Board members and Hearing Examiners, we are requesting an increase for fuel.

We are requesting an increase in mileage for our investigator and user support analyst. The investigator assists board members, as they gather and investigate information with regard to pardon requests,

clemency applications and other parole issues. The information gathering is relevant before going to the Governor. The user support analyst assists board members in setting up laptops for use during hearings. These positions require traveling across the State using their own personal vehicles.

In FY08, we obtained re-accreditation from the Accreditation Correctional Association (ACA) with a score of 99%. To maintain our accreditation, our staff must complete a minimum number of training hours. Therefore, we request an increase of \$1,000 in both years of the biennium for Conference and Travel Expenses. ACA requires between sixteen to forty hours of training hours be met for each employee.

Capitol Outlay Expense for sales and use tax to replace two vehicles in FY10 and one vehicle in FY11 is requested.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT

AUDIT OF :

POST PRISON TRANSFER BOARD

FOR THE YEAR ENDED JUNE 30, 2007

Findings	Recommendations
None	None

Employment Summary

	Male	Female	Total	%
White Employees	4	5	9	43 %
Black Employees	5	7	12	57 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			12	57 %
Total Employees			21	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Report	ACA §16-93-202	Y	Y	22	Information Purposes

Agency Position Usage Report

FY2006 - 2007						FY2007 - 2008						FY2008 - 2009					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
19	17	2	19	0	10.53 %	22	21	1	22	0	4.55 %	22	21	1	22	0	4.55 %

Analysis of Budget Request

Appropriation: 306 - Parole Board Operations

Funding Sources: HUA - Miscellaneous Agency Fund

The Parole Board, formerly the Post Prison Transfer Board (PPBT), consists of seven members. The Governor appoints each board member for a seven-year term. Board members regularly interview eligible inmates to determine who should be placed on parole or in an alternative service program. They also prescribe conditions of parole or release for inmates. The Chairman of the Parole Board also serves as an ex-officio member of the Board of Corrections.

The funding for Parole Board is from General Revenue. The Parole Board is authorized to receive assistance from the Department of Correction (DOC) and the Department of Community Correction (DCC), as provided by Section 4 of Act 697 of 2007. This language was last utilized in FY2005.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study and unclassified positions reflect similar adjustments in line item salaries. Also reflected are changes from unclassified to classified positions. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipend payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Change Level requests submitted are \$67,350 in FY10 and \$78,120 in FY11 and are summarized as follows:

1. \$64,590 in FY10 and \$76,240 in FY11 for Operating Expenses. This includes lease space, telephone expense, video conferencing, computers, software, data processing supplies, parking, mileage and fuel.
2. Requesting \$1,000 each year for Conference and Travel Expenses. To maintain accreditation with the American Correctional Association, the Board must attend several seminars and training classes.
3. Capital Outlay Expense of \$1,760 in FY10 and \$880 in FY11 for sales and use tax to replace two vehicles in FY10 and one vehicle in FY11 is request.

The Executive Recommendation provides for Agency Request with the exception of the \$1,000 each year in Travel Expenses. The Executive provides for General Revenue funding of \$20,000 each year above Base Level.

Appropriation Summary

Appropriation: 306 - Parole Board Operations

Funding Sources: HUA - Miscellaneous Agency Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			2010-2011		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010 Base Level	2009-2010 Agency	2009-2010 Executive	2010-2011 Base Level	2010-2011 Agency	2010-2011 Executive
Regular Salaries	5010000	1,105,247	1,154,484	1,148,575	1,200,818	1,200,818	1,200,818	1,228,405	1,228,405	1,228,405
#Positions		22	22	22	22	22	22	22	22	22
Personal Services Matching	5010003	303,616	297,799	332,810	336,996	336,996	336,996	342,156	342,156	342,156
Operating Expenses	5020002	283,028	224,607	288,294	224,607	289,197	289,197	224,607	300,847	300,847
Conference & Travel Expenses	5050009	620	3,000	3,000	3,000	4,000	3,000	3,000	4,000	3,000
Professional Fees	5060010	4,900	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	22,160	0	0	0	1,760	1,760	0	880	880
Total		1,719,571	1,679,890	1,772,679	1,765,421	1,832,771	1,831,771	1,798,168	1,876,288	1,875,288
Funding Sources										
General Revenue	4000010	1,701,153	1,670,160		1,765,421	1,832,771	1,785,421	1,798,168	1,876,288	1,818,168
Merit Adjustment Fund	4000055	18,418	9,730		0	0	0	0	0	0
Total Funding		1,719,571	1,679,890		1,765,421	1,832,771	1,785,421	1,798,168	1,876,288	1,818,168
Excess Appropriation/(Funding)		0	0		0	0	46,350	0	0	57,120
Grand Total		1,719,571	1,679,890		1,765,421	1,832,771	1,831,771	1,798,168	1,876,288	1,875,288

The FY09 Budget amount in Regular Salaries exceeds the Authorized amount due to salary adjustments during the 2007-2009 biennium.

Change Level by Appropriation

Appropriation: 306 - Parole Board Operations
Funding Sources: HUA - Miscellaneous Agency Fund

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	1,765,421	22	1,765,421	100.0	1,798,168	22	1,798,168	100.0
C01	Existing Program	22,060	0	1,787,481	101.2	22,780	0	1,820,948	101.3
C08	Technology	45,290	0	1,832,771	103.8	55,340	0	1,876,288	104.3

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	1,765,421	22	1,765,421	100.0	1,798,168	22	1,798,168	100.0
C01	Existing Program	21,060	0	1,786,481	101.2	21,780	0	1,819,948	101.2
C08	Technology	45,290	0	1,831,771	103.8	55,340	0	1,875,288	104.3

Justification

C01	The Board is asking for additional Operating Expenses of \$19,300 in FY10 and \$20,900 in FY11. These increases are to cover telephone, rent, mileage reimbursements and fuel purchases. The Board has ten vehicles in their fleet which is used to visit each of the Department of Correction and Department of Community Correction Units. The increase in fuel is needed to cover the growing cost of fuel. In order to maintain accreditation with the American Correctional Association, the Board is requesting additional \$1,000 each year respectively for travel appropriation for staff training. Capital Outlay expense of \$1,760 in FY10 and \$880 in FY11 is requested for sales and use tax to replace two vehicles in FY10 and one vehicle in FY11.
C08	The Board wants to restore funding for four secure video conferencing network centers between them and Department of Correction and Department of Community Correction. This will allow the Board Members and Hearing Examiners to conduct screenings and reviews on inmates more efficiently. Inmates will not have to be transported for their reviews or parole hearings. The maintenance and software updates for the video conferencing is requested. Replacement of several printers each year and 10 laptop, 5 desktop computers, and upgrade software licenses from Microsoft Office 2003 to Microsoft Office 2007 are requested in FY11. The Board request to maintain a terminal that connects to the Arkansas Crime Information Center and the National Crime Information Center that gives them the capability to enter and withdraw parole warrants. These items can be found in the Board's IT Plan in the following pages and sections: software – Future Software Purchases, computers and printer – in the IT Support Hardware section, network services – in the Major Application Info IT Services and software maintenance of eOmis – in the IT Support Item.