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Washington, D.C. 20530-0001
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**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

*90 K Street, N.E., 3rd Floor
Washington, D.C. 20530
Telephone: (202)346-7000
Facsimile: (202)357-1083*

March 1, 2016

Re: Your Disclosure Request
FOIA Tracking Number: FY16-00042

This is in response to your request of February 7, 2016 received on February 10, 2016 for copies of the minutes from all Commission quarterly meetings held between September 1, 2010 and December 31, 2015.

NOTE: The quarterly report for 4th quarter 2013 is not available due to the federal government shutdown; therefore, no meeting was held during this time period.

Because the Parole Commission is exempt from the access provisions of the Privacy Act, this disclosure is made under the Freedom of Information Act (FOIA).

If you are not satisfied with my response to this request, you may administratively appeal by writing to the Director, Office of Information Policy (OIP), United States Department of Justice, Suite 11050, 1425 New York Avenue, NW, Washington, DC 20530-0001, or you may submit an appeal through OIP's FOIA online portal by creating an account on the following web site: <https://foiaonline.regulations.gov/foia/action/public/home>. Your appeal must be postmarked or electronically transmitted within 60 days of the date of my response to your request. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal."

Sincerely,

A handwritten signature in black ink, appearing to read "Amisa Hunter Banks", is written over a circular stamp.

Amisa Hunter Banks
Government Information Specialist

Enclosures



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

Office of the Chairman

*5550 Friendship Boulevard
Chevy Chase, Maryland 20815-7201*

*Telephone: (301) 492-5990
Facsimile: (301) 492-5307*

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

September 9, 2010

PRESIDING: Isaac Fulwood Jr., Chairman

PRESENT: Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. Jackson, Administrator, Case Services
Jonathan H. Pinkerton, Chief Information Officer
Amanda K. Pyron, Supervisory Victims Coordinator
Jordana Randall, Program Coordinator, Case Operations
David L. Wynn, Deputy Administrator, Case Operations
Derrick R. Miller, Case Analyst, Case Services
Robin Brown, Student, Information Technology
Thaddeus O. Hicks, Case Operations Assistant
Steve M. Brunson, Case Analyst, Case Services
Kenny Holland, Deputy Administrator, Case Services
Stephanie A. Jones, Recording Secretary

PRESENT: Members of the Public:

Paul Brennan, DC Court Services and Offender Supervision Agency
Angela Haynes, Federal Public Defenders Office, Philadelphia, PA
Michelle Bonner, Our Place DC
Courtney Cross, Our Place DC
Herman D. Odom Jr, Office of Ex-Offender Affairs (OEOA)
Parisa Dehghani-Tafti, DC Public Defender Service
Margaret Quick, DC Court Services and Offender Supervision Agency
Amin Muslim, DC City Council, Ward 7

On Thursday, September 9, 2010, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the fourth floor conference room at 5550 Friendship Boulevard, Chevy Chase, Maryland 20815.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged and welcomed members of the public that were present. The Chairman introduced Albert Herring, newly assigned, Special Assistant to the Chairman. Mr. Herring spoke briefly about himself and past positions held.

ITEM 1: APPROVAL OF MAY 6, 2010 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of May 6, 2010. Commissioner Cushwa moved to approve the minutes for May 6, 2010. Vice Chairman Mitchell seconded the motion. The motion carried unanimously.

ITEM 2. REPORTS FROM CHAIRMAN, COMMISSIONERS, EXECUTIVE OFFICE, GENERAL COUNSEL, CASE OPERATIONS, CASE SERVICES, AND VICTIMS PROGRAM

The Chairman, Commissioners, Case Services Administrator, Case Operations Administrator, Executive Officer, Victim Witness Coordinator, Information Technology and General Counsel submitted reports on their activities during the quarter. Copies of the reports are attached.

ITEM 3: CONSIDERATION OF PROPOSED RULE REGARDING RATING OF CRACK COCAINE OFFENSES

In February 2010, Chairman Fulwood appointed a committee to review Parole Commission guidelines regarding rating of crack cocaine offenses and to recommend needed changes. Steve Husk gave a summation of the committee's recommendation to issue a proposed rule for public comment on eliminating the disparity in rating crack cocaine and powder cocaine offenses. A draft Federal Register publication has been prepared. Mr. Husk encouraged the members of the public to submit comments by November 22, 2010.

Commissioner Cushwa made a motion to have the proposal published; Vice Chairman Mitchell seconded the motion. The motion carried unanimously.

ITEM 4: CONDITIONS FOR SEX OFFENDERS

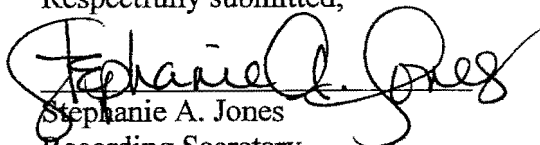
Rockne Chickinell opened a discussion noting that the Chairman requested his recommendations for revisions of the conditions used by the Parole Commission to assist probation officers and supervision officers monitoring sex offenders on supervised release of parole. Mr. Chickinell indicated that he had edited current USPC special conditions and adopted some of the language on the Court Services and Offender Supervision Agency's (CCSOSA) conditions since those conditions had previously been approved by Superior Court judges. Commissioner Cushwa suggested that the changes should be tailored to individual cases; Vice Chairman Mitchell commented that it is simply a revision to what already exists and only the wording has been changed.

Chairman Fulwood made a motion to approve the proposal; Vice Chairman Mitchell seconded the motion. The motion carried unanimously.

Chairman Fulwood opened the floor to public comments.

Commissioner Cushwa moved that the meeting be adjourned. Vice Chairman Mitchell seconded the motion. The motion carried unanimously. At 11:23 a.m. the meeting adjourned.

Respectfully submitted,


Stephanie A. Jones
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

Office of the Chairman

*5550 Friendship Boulevard
Chevy Chase, Maryland 20815-7201*

*Telephone: (301) 492-5990
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MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

December 9, 2010

PRESIDING: Isaac Fulwood Jr., Chairman

PRESENT: Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia Wilson Smoot, Commissioner

Steve M. Brunson, Case Analyst, Case Services
Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Albert H. Herring, Special Assistant to the Chairman
Kenny Holland, Deputy Administrator, Case Services
Stephen J. Husk, Administrator, Case Operations
Deirdre M. Jackson, Administrator, Case Services
Johanna Markind, Assistant General Counsel
Jonathan H. Pinkerton, Chief Information Officer
Amanda K. Pyron, Supervisory Victims Coordinator
Jordana Randall, Program Coordinator, Case Operations

PRESENT: Members of the Public:

Parisa Dehghani-Tafti, DC Public Defender Service
Vincent Haskell, DC Public Defender Service
Angela Haynes, Federal Public Defenders Office, Philadelphia, PA
Olinda Moyd, DC Public Defender Service

On Thursday, December 9, 2010, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:03 a.m., in the fourth floor conference room at 5550 Friendship Boulevard, Chevy Chase, Maryland 20815.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged and welcomed members of the public that were present.

Chairman Fulwood introduced and welcomed newly appointed Commissioner J. Patricia Wilson Smoot.

ITEM 1: APPROVAL OF SEPTEMBER 9, 2010 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of September 9, 2010. Commissioner Cushwa moved to approve the minutes. Vice Chairman Mitchell seconded the motion. The motion carried unanimously.

ITEM 2. REPORTS FROM CHAIRMAN, COMMISSIONERS, EXECUTIVE OFFICE, GENERAL COUNSEL, CASE OPERATIONS, CASE SERVICES, AND VICTIMS PROGRAM

The Chairman, Commissioners, Case Services Administrator, Case Operations Administrator, Executive Officer, Victim Witness Coordinator, Information Technology and General Counsel submitted reports on their activities during the quarter. Copies of the reports are attached.

ITEM 3: REVISION OF ORIGINAL JURISDICTION RULE AND ADDITION OF A RULE ON TIE VOTES


The Commission expressed an interest in revising its rules to address two issues: (1) whether the rule for designating original jurisdiction cases (28 C.F.R. §2.17) should be revised to include a case in which the offender killed a law enforcement officer while the officer was acting in the line of duty and (2) whether the rules should specify the result of a tie vote by the Commission membership on an offender's case or a policy matter.

Commissioner Cushwa made a motion to accept the original version of the draft rules in the General Counsel's memorandum of November 22, 2010, with the minor amendments recommended by Mr. Herring to the draft original jurisdiction rule, and to have the draft rules published. Vice Chairman Mitchell seconded the motion. The motion carried unanimously.

Chairman Fulwood opened the floor to public comments.

Commissioner Cushwa moved that the meeting be adjourned. Vice Chairman Mitchell seconded the motion. The motion carried unanimously. At 11:30 a.m. the meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patricia W. Moore". The signature is written in dark ink and is positioned above a horizontal line.

Patricia W. Moore
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

Office of the Chairman

*5550 Friendship Boulevard
Chevy Chase, Maryland 20815-7201*

*Telephone: (301) 492-5990
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MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

February 10, 2011

PRESIDING:

Isaac Fulwood, Chairman *Isaac Fulwood*

PRESENT:

Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. Jackson, Administrator, Case Services
Amanda Pyron, Supervisory Victims Coordinator
Jonathan Pinkerton, Chief Information Officer
Jordana Randall, Program Coordinator, Case Operations
Edward Cincinnati, Budget Officer
David Wynn, Deputy Administrator, Case Operations
Johanna Markind, Assistant General Counsel
Christine Malone, Systems Administrator
Aurelie Eggert, Human Resources Program Coordinator
Patricia W. Moore, Recording Secretary

Members of the Public:

Mannone Butler, Criminal Justice Coordinating Council
Rob Okun, US Attorney's Office, Washington, DC
Parisa Dehghani-Tafari, DC Public Defenders Service
Amin Muslin, Ward 7, DC City Council
Calvin Johnson, Court Services and Offender Supervision Agency
Vincent Haskell, DC Public Defenders Service
Michelle Bonner, Our Place, DC

On Thursday, February 10 2011, Chairman Isaac Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the fourth floor conference room at 5550 Friendship Boulevard, Chevy Chase, Maryland 20815.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman welcomed members of the public that were present and requested that each introduce themselves.

ITEM I: APPROVAL OF QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting for December 9, 2010. Commissioner Cushwa moved to approve the minutes. Commissioner Smoot seconded the motion. The motion carried unanimously and the minutes were adopted.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, AND ADMINISTRATIVE STAFF

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports on their activities during the quarter. Copies of the reports are attached.

Chairman Fulwood opened the floor to public comments.

Commissioner Cushwa moved that the meeting be adjourned. Commissioner Smoot seconded the motion. The motion carried unanimously. The meeting adjourned at 11:10 a.m.

Respectfully submitted,



Patricia W. Moore
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

U.S. PAROLE COMMISSION QUARTERLY MEETING

MINUTES

June 21, 2011

PRESIDING:


Isaac Fulwood Jr., Chairman

PRESENT:

Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. Jackson, Administrator, Case Services
Stephanie Jones, Recording Secretary
Jonathan Pinkerton, Chief Information Officer
Amanda Pyron, Victim Witness Coordinator

Members of the Public:

Tom Williams, DC Court Services and Offender Supervision Agency
Calvin Johnson, DC Court Services and Offender Supervision Agency
Adrienne Poteat, DC Court Services and Offender Supervision Agency
Nancy Ware, DC Court Services and Offender Supervision Agency
Margaret Quick, DC Court Services and Offender Supervision Agency
Ralph Conte, DC Court Services and Offender Supervision Agency
Angela Hayes, Public Defender Service, Philadelphia, PA
Michael Saltzman, Public Defender Service, Washington, DC
Jabari Jones, Public Defender Service, Washington, DC
Laura Garcia, Public Defender Service, Washington, DC
Olinda Moyd, Public Defender Service, Washington, DC
Vincent Haskell, Public Defender Service, Washington, DC
John Greenberg, Public Defender Service, Washington, DC
Ashley Prather, Public Defender Service, Washington, DC
Rayyan Ghuma, Public Defender Service, Washington, DC

Members of the Public (continued):

Mannone Butler, Criminal Justice Coordinating Council, Washington, DC
Jenna Long, Our Place DC, Washington, DC
Michelle Bonner, Our Place DC, Washington, DC
Idara Aquaomo, Department of Corrections, Washington, DC
Amin Muslim, Ward 7 City Council Office, Washington, DC
Rob Okun, US Attorney's Office, Washington, DC

On Tuesday, June 21, 2011, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530. The Commission recently relocated to this location on May 23, 2011.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF FEBRUARY 10, 2011 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of February 10, 2011. Commissioner Cushwa moved to approve the minutes for February 10, 2011. Commissioner Smoot seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, EXECUTIVE OFFICE, GENERAL COUNSEL, CASE OPERATIONS AND CASE SERVICES, VICTIM WITNESS PROGRAM

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports on their activities during the quarter. Copies of the reports are attached.

Chairman Fulwood opened the floor to public comments.

**ITEM 3: DISCUSSION: USPC DRAFT PLAN FOR COMPLIANCE WITH
EXECUTIVE ORDER 13563- PLAN FOR RETROSPECTIVE ANALYSIS FOR
EXISTING RULES**

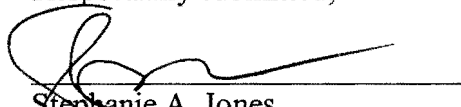
This item was removed from the agenda. Chairman Fulwood requested that comments and/or opinions be submitted in writing to the Commission for discussion at a later time.

**ITEM 4: DISCUSSION: PROPOSED PILOT PROGRAM FOR ALTERNATIVE
FRAMEWORK TO SANCTION PERSONS RETURNED TO CUSTODY FOR
ADMINISTRATIVE VIOLATIONS**

Vincent Haskell, PDS, Washington DC, gave comments regarding the criteria to consider a matrix for offenders in custody's early release. Chairman Fulwood requested that this information be submitted in writing. Chairman Fulwood opened the floor to the public for additional comments.

Commissioner Smoot moved that the meeting be adjourned. Commissioner Cushwa seconded the motion. The motion carried unanimously. The meeting adjourned at 11:07 a.m.

Respectfully submitted,


Stephanie A. Jones
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

U.S. PAROLE COMMISSION QUARTERLY MEETING

MINUTES

September 8, 2011

PRESIDING: Isaac Fulwood Jr., Chairman

PRESENT: Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Kenneth Holland, Deputy Administrator, Case Services
Stephen J. Husk, Administrator, Case Operations
Deirdre M. Jackson, Administrator, Case Services
Patricia Moore, Recording Secretary
Amanda Pyron, Victim Witness Coordinator

Anissa Banks, Legal Services
Steve Brunson, Case Services
Sandra Hylton, Hearing Examiner, Case Operations
Jequan Jackson, Case Analyst, Case Services
Aubyn Jones, Victim Witness Unit
Johanna Markind, Attorney Advisor

Members of the Public:

Cedric Hendricks, DC Court Services and Offender Supervision Agency
Calvin Johnson, DC Court Services and Offender Supervision Agency
Adrienne Poteat, DC Court Services and Offender Supervision Agency
Angela Hayes, Public Defender Service, Philadelphia, PA
Mannone Butler, Criminal Justice Coordinating Council, Washington, DC
Teresa Howie, United States Attorney's Office, Washington DC
Colleen McCrystal, DC Public Defender Service

On Thursday, September 8, 2011, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:05 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF JUNE 21, 2011 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of June 21, 2011. With the exception of adding Commissioner Patricia Smoot's name to the list of attendees, Commissioner Cushwa moved to approve the minutes for June 21, 2011. Commissioner Smoot seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM THE CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CASE SERVICES ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIMS' SERVICES COORDINATOR, GENERAL COUNSEL AND EXECUTIVE OFFICER.

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, and the General Counsel, respectively, submitted reports on their activities during the quarter. The information technology chief was unavailable to report. Copies of the reports are attached.

Chairman Fulwood opened the floor to public comments.

ITEM 3: VOTE: WHETHER THE RULES AND PROCEDURES MANUAL INSTRUCTIONS ON CREDIT AGAINST GUIDELINES IN SUPERVISED RELEASE CASES SHOULD BE REVISED.

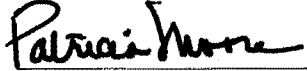
It was discovered that a number of cases in which the Commission imposed a new prison term after a supervised release revocation, and then seen the prisoner promptly released due to a grant of jail credit by the Bureau of Prisons. These releases were caused by the combination of the Commission's policy on crediting time in custody under the reparole guidelines and the Bureau's compliance with the jail credit stature at DC Code §24-221.03(b). The combination has resulted in a windfall of "double credit" to the prisoner for the same period of custody and shortened the sanction the Commission intended when it imposed a prison term for the revoked supervised releases. To remedy this, the Commission would add an instruction in the notes and procedures associated with 28 C.F.R. §2.218 (Revocation Decisions) that creates an exception to the general policy on guideline credit when determining a prison term for a supervised release violator.

General Counsel Chickinell acknowledged that this would not be a rule change but only a change in procedures.

Commissioner Cushwa moved to adopt the rules and procedures manual instructions on credit against guidelines in supervised release cases. Vice Chairman Mitchell seconded. The vote was carried unanimously and the document signed.

Commissioner Cushwa moved that the meeting be adjourned. Commissioner Smoot seconded the motion. The motion carried unanimously. The meeting adjourned at 11:10 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Moore", written over a horizontal line.

Patricia Moore
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

*90 K Street, N.E. 3rd Floor
Washington, D.C. 20530*

*Telephone: (202) 346-7000
Facsimile: (202) 357-1085*

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

December 8, 2011

PRESIDING:

Isaac Fulwood Jr., Chairman

PRESENT:

Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia Wilson Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. Jackson, Administrator, Case Services
Jonathan H. Pinkerton, Chief Information Officer
Amanda K. Pyron, Victims Coordinator
Stephanie A. Jones, Recording Secretary

Staff Members:

Phyllis R. Baker
Kenneth W. Holland
Sandra G. Hylton
Jordana Randall

Members of the Public:

Angela Hayes, Public Defender Service, Philadelphia, PA
Mannone Butler, D.C. Criminal Justice Coordinating Council
Gretchen Rohr, University Legal Services, Washington, DC
Wallace Kirby, University Legal Services, Washington, DC
Idara Aquaowo, D.C. Department of Corrections
Cynthia Booker, Department of Corrections, Washington, DC
Quincy Booth, D.C. Office of the Deputy Mayor for Public Safety
Kenyan McDuffie, D.C. Office of the Deputy Mayor for Public Safety
Colleen McCrystal, D.C. Public Defender Service

On Thursday, December 8, 2011, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF SEPTEMBER 8, 2011 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of September 8, 2011. Commissioner Smoot moved to approve the minutes for September 8, 2011. Vice Chairman Mitchell seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, EXECUTIVE OFFICE, GENERAL COUNSEL, CASE OPERATIONS, CASE SERVICES, VICTIM WITNESS PROGRAM, INFORMATION TECHNOLOGY

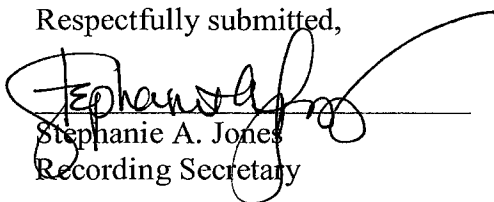
Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports on their activities during the quarter. Copies of the reports are attached.

Chairman Fulwood opened the floor to public comments.

Colleen McCrystal, Public Defender Service, Washington, DC, gave comments regarding the topic of the powered crack cocaine disparity previously removed from the agenda. Chairman Fulwood advised that this was not a priority at this time because there had not been much feedback from the public. The Chairman requested that Colleen submit her information and concerns in writing to the Commission.

Commissioner Smoot moved that the meeting be adjourned. Commissioner Cushwa seconded the motion. The motion carried unanimously. The meeting adjourned at 11:07 a.m.

Respectfully submitted,


Stephanie A. Jones
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

U.S. PAROLE COMMISSION QUARTERLY MEETING

MINUTES

February 9, 2012

PRESIDING: Isaac Fulwood Jr., Chairman

PRESENT: Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Kenneth Holland, Deputy Administrator, Case Services
Deirdre M. Jackson, Administrator, Case Services
Patricia Moore, Staff Assistant, Office of the Chairman
Jonathan Pinkerton, Chief Information Officer
Amanda Pyron, Victim Witness Coordinator
Zelia Carter, Training Coordinator, Executive Office
Donald Summons, Contractor, Executive Staff
Jordana Randall, Case Operations
Aurelie Eggert, HR Analyst, Executive Office
Tarsha Jones, Case Analyst, Case Services
Earl Bracey, Case Operations Assistant
David Wynn, Deputy Administrator, Case Operations

Members of the Public:

Adrienne Poteat, DC Court Services and Offender Supervision Agency
Francis Dakoi, Reprimand Substance Abuse Treatment
Nancy Ware, DC Court Services and Offender Supervision Agency
Michelle Bonner, Our Place DC, Washington, DC
Gretchen Rohr, University Legal Services, Washington DC
Colleen McCrystal, DC Public Defender Services

On Thursday, February 9, 2012, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF DECEMBER 8, 2011 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of December 8, 2011. Commissioner Smoot moved to approve the minutes. Commissioner Mitchell seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, EXECUTIVE OFFICE, GENERAL COUNSEL, CASE OPERATIONS AND CASE SERVICES, VICTIM WITNESS PROGRAM

Chairman Isaac Fulwood noted his activities with the Mayor's D.C. Commission on HIV and Aids and as Chairman of the Commission on Black Men and Boys Conference held in January on crime and violence in the community. He spoke on the conference's efforts in improving the quality of life. The Chairman thanked former CSOSA Acting Director Adrienne Poteat for her leadership and responsiveness and support of the Commission.

Vice Chairman Mitchell reported on the retirement celebration of James Vick, former Chairman of the U.S. Army Parole and Clemency Board noting Chairman Vick's significant contributions to the military board's awareness and participation in supervised release. Commissioner Mitchell also recognized the Reprimand Substance Abuse Treatment (RSAT) graduation program that the Commission is directly involved in referring offenders to the program. He expressed his appreciation of its staff that is committed to the recovery process of their clients.

Commissioner Patricia Cushwa discussed the Short Intervention for Success (SIS) program that she and Case Operations Administrator Steve Husk are piloting. The program is designed to apply swift punishment and shorter sanctions to technical violators. The pilot began in November 2011. Dockets are held weekly and cases come from probable cause dockets. As of January 2012, 56 cases were approved. The average length of sentences was 4-9 months compared to 12 months. Technical violations consist of drug use and or loss of contact. As of January, the Commission completed a population study of 600 alleged offenders housed in D.C. In the near future a study will be conducted of 600 cases heard under the old guidelines in order to compare length of time served pre-and-post the SIS dockets. Dr. James Austin will review both studies and begin the statistical overview of the project.

Commissioner J. Patricia W. Smoot announced the upcoming Women's Re-Entry program, sponsored by CSOSA, planned for February 11. The event will concentrate on women returning from prison and will include an empowerment project, clothing drive, fashion show and day spa. Chairman Fulwood noted that women returning to the community face a unique set of problems and issues. He acknowledged his appreciation for Commissioners Smoot and Cushwa's involvement in the event.

Case Operations Administrator Steve Husk noted that the SIS program has significantly decreased the DC Jail population. A decrease from 721 to 479 was realized. Mr. Husk discussed new personnel functions within the Case Operations unit; noting new duties for Sheila Spurl; the retirement of Patricia Hendershot and appointment of two summary typist contractors Nina Coleman and Jackie Graham.

Case Services Administrator Deirdre Jackson discussed the new process of randomly distributing assignments to case analysts and noted that thus far the process was working well in helping to improve case processing efficiency. She further noted that the new process is challenging, the analysts were meeting their imposed metrics. In addition, an urgent box response calendar was developed to address urgent and routine calls. Ms. Jackson updated the meeting on GUNSTAT highlighting its importance on community safety and the Commission's synchronization with other criminal justice partners. GUNSTAT is led by the Criminal Justice Coordinating Council and the DC Metropolitan Police Department. The Commission's role ensures giving expedited responses for offenders with gun charges that the MPD deems violent.

In the absence of Executive Officer Judy Carter, her report was given by Zelia Carter. Zelia discussed the Office of Management and Budget's 40% budget reduction on the Commission and its effect on the agency. The Commission has appealed and is awaiting a response. Zelia noted several personnel appointments and separations.

Victim Witness Coordinator Amanda Pyron discussed her involvement in the Commission's continuing efforts to notify victims of parole hearings and inmate releases and the opportunity to attend hearings via video conferencing. Amanda welcomed Aubyn Jones, Student Intern, as new staff person to the special victims unit. Amanda also noted her recent appointment as this year's campaign manager for the Combined Federal Campaign.

General Counsel Rockne Chickinell noted the statistical report due next month to Congress and commended Judy Carter, Jerry Hess and Steve Husk for their efforts in the preparation of the report. A draft report to the Chairman is expected soon. Mr. Chickinell also mentioned working with Anissa Banks and Helen Krapels on the report regarding the compliance of Freedom of Information Act (FOIA).

Chief Information Officer Jonathan Pinkerton noted that the Commission continues to move towards a paperless environment. He also noted that during this quarter help desk requests from staff were complete.

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports on their activities during the quarter. Copies of the reports are attached.

ITEM 3: MENTAL HEALTH PILOT DOCKET

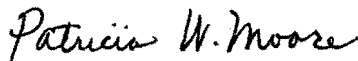
Case Services Administrator Deirdre Jackson addressed the issue of the mental health pilot docket that will run from March 2012 through October 2012. The first docket will be held March 15 at the DC Metropolitan Police Department headquarters. The objective of the pilot is to identify offender's needs; to reduce offender's risk level in the community; and to increase treatment of program participants. To qualify, an offender must have been diagnosed with mental illness; be supervised by CSOSA's mental health unit but must not be under supervision for a crime considered "high level violence" that occurred less than 10 years before supervision began. The offender also must be connected to or eligible to receive services from a treatment provider under the Department of Mental Health. The offender must not have a pending charge classified as "other violence" and must not be an active participant in DC Superior Court's Jail Diversion Program.

Ms. Jackson noted that the Commission is working to have Department of Mental Health Services Director Michele May provide training for Commissioners and senior staff.

Chairman Fulwood opened the floor to public comments. Several attendees commented on the SIS and Mental Health pilots and addressed a variety of concerns related to hearings. Chairman Fulwood recommended that several of the requests and concerns be placed in writing to him.

Commissioner Smoot moved that the meeting be adjourned. Vice Chairman Mitchell seconded the motion. The motion carried unanimously. The meeting adjourned at 11:35 a.m.

Respectfully submitted,



Patricia W. Moore
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

U.S. PAROLE COMMISSION QUARTERLY MEETING

MINUTES

May 21, 2012

PRESIDING: Isaac Fulwood Jr., Chairman

PRESENT: Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Kenneth Holland, Deputy Administrator, Case Services
Deirdre M. Jackson, Administrator, Case Services
Jonathan Pinkerton, Chief Information Officer
Zelia Carter, Training Coordinator, Executive Office
Phyllis R. Baker, Case Operations, Deputy Administrator
Kenneth Holland, Case Services, Deputy Administrator
David Wynn, Case Operations Office
Patricia G. Nichols, Victim Witness Program
Derrick Miller, Case Analyst, Case Operations Office
Aurelie Eggert, Human Resources, Executive Office
Serenity Garnette, Secretary, Office of the Chairman
Thaddeus Hicks, Docketing, Case Operations Office

Members of the Public:

Angela Hayes, Federal Public Defender Service, Philadelphia, PA
Colleen McCrystal, DC Public Defender Service
Charisma Howell, DC Criminal Justice Coordinating Council

On Thursday, May 17, 2012, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF February 9, 2012 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of February 9, 2012. Commissioner Smoot moved to approve the minutes. Commissioner Mitchell seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, EXECUTIVE OFFICE, GENERAL COUNSEL, CASE OPERATIONS AND CASE SERVICES

Chairman Isaac Fulwood, Vice Chairman Cranston Mitchell, and Commissioners Patricia Cushwa and Patricia Smoot submitted reports on their activities during the quarter. Administrators for Case Services, Case Operations, Executive Office, Information Technology and the General Counsel, submitted reports on activities during the quarter. Copies of the reports are attached.

Chairman Fulwood opened the floor to public comments.

ITEM 3: SHORT-TERM INTERVENTION FOR SUCCESS UPDATE:

Case Operations Administrator Steve Husk and Commissioner Patricia Cushwa reported on the Short-Term Intervention for Success Pilot Program. The program is designed to decrease revocation dockets and to achieve more successful completions of supervision. Hearings are conducted every Thursday for administrative violators. Data find that women are less likely to violate and are more successful in complying with special conditions. To date 170 cases have been conducted. The DC Public Defender Service noted concerns with the delay in receiving copies of the Notices of Actions consequently creating illegal detention time for their clients. Vice Chairman Mitchell urged staff to work to get the notices out within 7 days.

ITEM 4: MENTAL HEALTH DOCKET UPDATE:

Case Services Administrator Deirdre Jackson and Commissioner Patricia Smoot reported on the status of the mental health docket. Mental health dockets were held on March 15 along with 3 additional hearings. The next hearing is scheduled for May 24. CSOSA's community supervision officers are tasked with providing follow-up reports within 30-60 days of the Commission's recommendations. Commissioner Smoot remarked that the supervision officers and public defenders have been more than helpful during this pilot phase. The pilot concludes in October. A progress report will be provided. The DC Public Defender Service complained of not getting information in a timely manner. Vice Chairman Mitchell suggested that all Commissioners should be involved in the project.

Commissioner Smoot moved that the meeting be adjourned. Vice Chairman Mitchell seconded the motion. The motion carried unanimously. The meeting adjourned at 11:07 a.m.

Respectfully submitted,

Stephanie A. Jones
Recording Secretary



U.S. DEPARTMENT OF JUSTICE
United States Parole Commission

U.S. PAROLE COMMISSION QUARTERLY MEETING

MINUTES

August 21, 2012

PRESIDING:

Isaac Fulwood Jr., Chairman

A handwritten signature in black ink, appearing to read "Isaac Fulwood", is written over the printed name.

PRESENT:

Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Kenneth Holland, Deputy Administrator, Case Services
Zelia Carter, Training Coordinator, Executive Office
Phyllis R. Baker, Case Operations, Deputy Administrator
Kenneth Holland, Case Services, Deputy Administrator
David Wynn, Case Operations Office
Sulaiman Jalloh, Student Intern
Anissa Banks, Office of the General Counsel
Johanna Markind, Office of the General Counsel
Larry Glenn, Hearing Examiner, Case Operations
Edward Chester, Executive Office
Donald Summons, Executive Office
Kai Jenkins, Office of the General Counsel

Members of the Public:

Michelle Bonner, Our Place DC
Cara Compani, Our Place DC
Angela Haynes, Federal Public Defender Service, Philadelphia, PA
Colleen McCrystal, DC Public Defender Service
Charisma Howell, DC Criminal Justice Coordinating Council
William Miles, CSOSA
Olinda Moyd, DC Public Defender Service
Tyrone Parker, Alliance of Concerned Black Men
Oscar Simons, DC Public Defender Service

On Thursday, August 21, 2012, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF MAY 21, 2012 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of May 21, 2012. Commissioner Cushwa moved to approve the minutes. Commissioner Smoot seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, EXECUTIVE OFFICE, INFORMATION TECHNOLOGY GENERAL COUNSEL, CASE OPERATIONS AND CASE SERVICES

Chairman Isaac Fulwood, Vice Chairman Cranston Mitchell, Commissioners Patricia Cushwa and Patricia Smoot, Administrators for Case Services, Case Operations, Executive Office, Information Technology and the General Counsel reported on their activities for the quarter. Copies of these reports are attached.

Vice Chairman Mitchell announced his attendance at the Associated Paroling Authorities, International (APAI), Spring Conference in Orlando, FL. Newly elected officials are Jeffrey Peterson of the Minnesota Board of Parole as President and Recie Owens of the Texas Board of Pardons as Vice Chairman. Vice Chairman Mitchell noted that they both will bring a wealth of experience and knowledge to the Association.

Commissioner Cushwa highlighted the presentation of the Commission's pilot project on Short Intervention for Success at the APAI Conference. Training panel members included Case Operations Administrator Steve Husk, Hearing Examiner Donna McLean and USPC Consultant James Austin of JA and Associates. The SIS Project focuses on DC Code offenders arrested on USPC warrants housed at DC Jail with administrative or minor law violations. The presentation was well received.

Commissioner Patricia Smoot acknowledged the excellent work of Judy Carter, Rockne Chickinell, Jerry Hess and Steve Husk and the Deloitte Project in the preparation of the Report to Congress.

Chairman Fulwood expressed his pleasure in attending the Mental Health Conference sponsored by the Criminal Justice Coordinating Council. The Chairman noted Councilmember Jim Graham's attendance at the Commission's First Annual Reentry Awards Program held at the Commission on June 21, 2012. The program was held to acknowledge several ex-offenders who have made significant contributions to their communities.

ITEM 3: MENTAL HEALTH DOCKET UPDATE

On behalf of Case Services Administrator Deirdre Jackson, Deputy Case Services Administrator reported on the mental health pilot docket project which began in March and ends in October. Commissioner Smoot noted that if the project continues additional time and personnel will be needed. She also noted that there are some substantial differences in the mental state of some of the clients.

ITEM 4: WORKFORCE DEVELOPMENT PLAN UPDATE

Executive Officer Judy Carter reported on the latest developments with the workforce development plan noting that the plan includes both professional development and curriculum development. A meeting was held on May 5 to introduce the workforce development plan to staff. The curriculum and training workbooks have been developed for the hearing examiner function and the pre and post probable cause processes. A 90-day cross training detail in the Office of Case Operations was advertised.

ITEM 5: SHORT-TERM INTERVENTION FOR SUCCESS UPDATE

Case Operations Administrator Steve Husk reported on the Short Term Intervention for Success noting the main purpose of the program is to impose swift sanctions for administrative and technical violations. To date, 246 cases have been approved for sanction programs. The average sentence served was 3.4 months. Those not meeting the basic qualifications were excluded. Dr. James Austin has been contracted to review approximately 200 pre and post cases for risk assessment data.

Chairman Fulwood opened the floor to public comments.

Commissioner Smoot moved that the meeting be adjourned. Commissioner Cushwa seconded the motion. The motion carried unanimously. The meeting adjourned at 11:05 a.m.

Respectfully submitted,

Patricia W. Moore
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

U.S. PAROLE COMMISSION QUARTERLY MEETING

MINUTES

October 16, 2012

PRESIDING:

Isaac Fulwood Jr., Chairman

Isaac Fulwood

PRESENT:

Cranston J. Mitchell, Vice Chairman

Patricia K. Cushwa, Commissioner

Charles T. Massarone, Commissioner

J. Patricia Wilson Smoot, Commissioner

Rockne J. Chickinell, General Counsel

Judy I. Carter, Executive Officer

Stephen J. Husk, Administrator, Case Operations

Deirdre M. Jackson, Administrator, Case Services

Jonathan H. Pinkerton, Chief Information Officer, ISS

Stephanie A. Jones, Recording Secretary

Members of the Public:

Olinda Moyd, Public Defender Service, Washington, DC

Cedric Hendricks, Court Services and Offender Supervision Agency, Washington, DC

William Miles, Court Services and Offender Supervision Agency, Washington, DC

Mannone Butler, Criminal Justice Coordinating Council, Washington, DC

On Tuesday, October 16, 2012, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E., 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF AUGUST 21, 2012 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of August 21, 2012. Commissioner Cushwa moved to approve the minutes for August 21, 2012. Commissioner Smoot seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIM WITNESS COORDINATOR, GENERAL COUNSEL AND EXECUTIVE OFFICER

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports of their activities during the quarter. Copies of these reports are attached.

Chairman Fulwood highlighted two areas of his activity report; his attendance at the Criminal Justice Coordinating Council's Principals Meeting and his meeting with Judge Saris of the United States Sentencing Commission to discuss ways of handling low level offenders as opposed to re-incarceration. Chairman Fulwood noted the importance of the coordination of agency activities; interfacing and sharing information. He opened the floor to Criminal Justice Coordinating Council Director Mannone Butler who expressed her pleasure in working with the Parole Commission. She advised that there would be a CJCC public meeting on October 25, 2012 at the Thurgood Marshall High School.

Chairman Fulwood introduced newly appointed Commissioner Charles T. Massarone was welcomed to the Commission. Commissioner Massarone gave a brief introduction.

Chairman Fulwood opened the floor to public comments.

ITEM 3: SHORT-TERM INTERVENTION FOR SUCCESS UPDATE:

Steve Husk reported on the Short-Term Intervention for Success. During this quarter, 97 persons charged with administrative violations of supervision in the District of Columbia were approved and received a revocation sanction via the Short-Term Intervention for Success (SIS) pilot project. During this quarter, the average sanction was under 3 months.

Commissioner Patricia Cushwa reported that the main focus between she and Steve Husk have been the SIS Dockets and they continue to do well. Thus far, there have been over 30 dockets and a report and a briefing to the Chairman will follow. Commissioner Cushwa reported that the pilot project is expected to end by January. The docket will not cease but the research portion of the project will be turned over to Dr. Jim Austin.

ITEM 4: MENTAL HEALTH DOCKET UPDATE:

Commissioner Patricia Smoot reported that Mental Health Sanction Hearings continue. A meeting was held to discuss what's working and not working. To expand sanctions, the pilot was extended. Beginning in October, there will be five units instead of two. Legal issues surfaced within the working group. General Counsel Rockne Chickinell is working to resolve.

Commissioner Cushwa moved that the meeting be adjourned. Commissioner Smoot seconded the motion. The motion carried unanimously. The meeting adjourned at 11:07 a.m.

Respectfully submitted,

Stephanie A. Jones
Recording Secretary

DRAFT

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

February 12, 2012 2013

PRESIDING: Isaac Fulwood Jr., Chairman

PRESENT: Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
Charles T. Massarone, Commissioner
J. Patricia Wilson Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. McDaniel, Administrator, Case Services
Jonathan H. Pinkerton, Chief Information Officer, ISS
Patricia W. Moore, Recording Secretary

Members of the Public:

Olinda Moyd, Public Defender Service, Washington, DC
Michelle Bonner, Our Place DC
Charisma Howell, DC Criminal Justice Coordinating Council
A. Prather, Our Place DC
J. Morrison, University Legal Services, DC
Molly Alarcon, Brennan Center for Justice

On Tuesday, February 12, 2013, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF OCTOBER 16, 2012 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of October 16, 2012. Commissioner Smoot moved to approve the minutes for October 16, 2012. Commissioner Mitchell seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIM WITNESS COORDINATOR, GENERAL COUNSEL AND EXECUTIVE OFFICER

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa, Massarone and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports on their activities during the quarter. Copies of these reports are attached.

Chairman Fulwood opened the floor to public comments.

ITEM 3: Proposed Rulemaking: Revising Conditions of Release

General Council reported that to conform with President Obama's Executive Order to pulmagate Federal Agency's that set rules, the conditions of release needed to be revised. After an at length discussion, The Commissioners moved to vote to publish the rules in the Federal Register. This would give 60 days for others to submit comment and it will be taken up in next quarters meeting.

Commissioner Cushwa moved that the meeting be adjourned. Commissioner Mitchell seconded the motion. The motion carried unanimously, and at 11:07 a.m. the meeting adjourned.

Respectfully submitted,

Stephanie A. Jones
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

PRESIDING:  **May 7, 2013**
Isaac Fulwood Jr., Chairman

PRESENT: Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
Charles T. Massarone, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. McDaniel, Administrator, Case Services
Jonathan H. Pinkerton, Chief Information Officer, ISS
Stephanie A. Jones, Recording Secretary

U.S. Parole Commission Staff:

Zelia Carter, Training Coordinator
Kenneth Holland, Deputy Administrator, Case Services
Phyllis Baker, Deputy Administrator, Case Operations
Gregory Harrison, Special Assistant to the Chairman
Jordana Randall, Program Coordinator
Aurelie Eggert, Human Resource Specialist
David Wynn, Deputy Administrator Case Operations
Donna McLean, Hearing Examiner
Oscar Vela, Hearing Examiner
Donald Summons, Workforce Development Coordinator

Members of the Public:

Olinda Moyd, D.C. Public Defender Service
Avis E. Buchanan, D.C. Public Defender Service
Mike Bonner, D.C. Public Defender Service
Angela Haynes, Public Defender Service, Philadelphia, PA
Mannone Butler, D.C. Criminal Justice Coordinating Council

On Tuesday, May 7, 2013, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF FEBRUARY 12, 2013 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of February 12, 2013. Commissioner Mitchell moved to approve the minutes for February 12, 2013. Commissioner Cushwa seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIM WITNESS COORDINATOR, GENERAL COUNSEL AND EXECUTIVE OFFICER

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa, Massarone and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports on their activities during the quarter. Copies of these reports are attached.

Chairman Fulwood opened the floor to public comments.

ITEM 3: COMMENTS RECEIVED ON REVISION OF THE PAROLE COMMISSION'S RULES ON CONDITIONS OF RELEASE

In light of President Obama's Transparency and Open Government Initiative, government agencies are mandated to ensure public trust and establish a system of transparency, public participation and collaboration. The government's regulatory system must ensure that regulations are accessible, consistent, written in plain language, and easy to understand. In that regard, the Parole Commission is reviewing its rules to eliminate outdated regulations and make the rules more effective and less burdensome.

In that light, Chairman Fulwood discussed the proposed revisions of rules concerning conditions of release for persons on supervision. This proposal is in response to court decisions that require more due process procedures when certain release conditions are considered for the supervision of such offenders. This may include conducting hearings on whether to impose special conditions. The proposed rules would afford appeal rights and modification of release conditions for the offender.

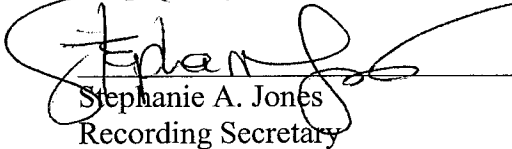
Chairman Fulwood noted that the Parole Commission received a variety of comments from several organizations and individuals. He advised that the comments would not be discussed at today's meeting; rather, a wider range discussion would take place at the next public meeting allowing the Legal Office and Commissioners time to review all comments. USPC General Counsel Rockne Chickinell was tasked to review the comments.

General Counsel Chickinell stated that he would also seek comments from other sections within the Parole Commission for comments. He would convene a working group on sex offenders.

Vice Chairman Mitchell commented that a working group would address each item and consider all comments. This would provide a rationale in terms of what direction the Parole Commission would proceed.

Chairman Fulwood moved that the meeting be adjourned. Commissioner Mitchell seconded the motion. The motion carried unanimously. The meeting adjourned at 10:45 a.m.

Respectfully submitted,



Stephanie A. Jones
Recording Secretary



U.S. DEPARTMENT OF JUSTICE
United States Parole Commission

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

August 8, 2013

PRESIDING:

Isaac Fulwood Jr., Chairman

Isaac Fulwood

PRESENT:

Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
Charles T. Massarone, Commissioner
J. Patricia W. Smoot, Commissioner

Rockne J. Chickinell, General Counsel
Judy I. Carter, Executive Officer

Stephen J. Husk, Administrator, Case Operations
Deirdre M. McDaniel, Administrator, Case Services
Jonathan H. Pinkerton, Chief Information Officer, ISS
Amanda K. Pyron, Victim Witness Coordinator
Stephanie A. Jones, Recording Secretary

U.S. Parole Commission Staff:

Zelia Carter, Training Coordinator
Kenneth Holland, Deputy Administrator, Case Services
Jacquelyn Graham, Secretary, Office of the Chairman
Phyllis Baker, Deputy Administrator, Case Operations
Gregory Harrison, Special Assistant to the Chairman
Johanna Markind, Assistant General Counsel
Jordana Randall, Program Coordinator
Aurelie Eggert, Human Resource Specialist
Joseph Pacholski, Hearing Examiner, Case Operations
David Wynn, Deputy Administrator Case Operations
Anissa Banks, Office of the General Counsel
Kai Jenkins, Office of the Chairman
Donald Summons, Workforce Development Coordinator
Tiffany Smith, Case Analyst, Case Services
Earl Bracey, Case Operations

Members of the Public:

Tammy Seltzer, DC Jail Prison Project
Colleen McCrystal, D.C. Public Defender Service
Stacey Litner, Washington Lawyers' Committee

On Tuesday, August 8, 2013, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF May 7, 2013 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of May 7, 2013. Commissioner Patricia Cushwa moved to approve the minutes. Commissioner Patricia Smoot seconded the motion.
The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIM WITNESS COORDINATOR, GENERAL COUNSEL AND EXECUTIVE OFFICER

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa, Massarone and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Executive Officer, Victims Witness Coordinator, Information Technology and the General Counsel, respectively, submitted reports on their activities during the quarter. Copies of these reports are attached.

Chairman Fulwood explained because of a case currently underway in DC Superior Court whose decision may have an adverse affect upon the *Proposed Rulemaking: Revising Conditions of Release*, this item was removed from the agenda.

Case Operations Administrator Stephen J. Husk gave an update on the Short Intervention for Success (SIS) Program. He noted SIS Hearings are held at CTF for administrative violators only. The Commission anticipates a high approval rate. As a result, there are cost savings for imprisonment and the jail population maintains a controllable rate. Commissioner Cushwa commented that a pilot will be developed for the Federal sector in the near future.

Commissioner Patricia Smoot reported on Mental Health. The Commission continues to assist those clients with mental health issues. Since its inception, 96 hearings have been conducted--well exceeding its mission. The unit's pressing focus is how to get and keep its clients in compliance.

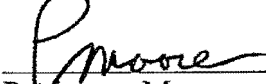
Chairman Fulwood opened the floor to public comments.

Cedric Hendricks announced CJCC's upcoming Stakeholder Forum on August 29, 2013.

Tammy Seltzer requested the Commission to monitor more closely its warrant notification process. She announced her new position as Director of the DC Jail Prison Project.

Chairman Fulwood moved that the meeting be adjourned. Commissioner Smoot seconded the motion. The motion carried unanimously. The meeting adjourned at 10:55 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "P. Moore", is written over a horizontal line.

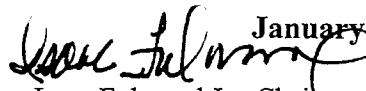
Patricia W. Moore
Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

 **January 14, 2014**
Isaac Fulwood Jr., Chairman

PRESIDING:

PRESENT:

Cranston J. Mitchell, Vice Chairman
Patricia K. Cushwa, Commissioner
Charles T. Massarone, Commissioner
J. Patricia W. Smoot, Commissioner

Gregory Harrison, Acting Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. McDaniel, Administrator, Case Services
Jonathan H. Pinkerton, Chief Information Officer, ISS
Amanda K. Pyron, Victim Witness Coordinator
Patricia Moore, Recording Secretary

U.S. Parole Commission Staff:
Zelia Carter, Human Resources and Training Officer
Jacquelyn Graham, Secretary, Office of the Chairman
Phyllis Baker, Deputy, Case Operations Administrator
Jordana Randall, Program Coordinator
David Wynn, Assistant Case Operations Administrator

Members of the Public:
Olinda Moyd, D.C. Public Defender Service
Chayla Jackson, D.C. Public Defender Service
Roderick Thompson, D.C. Public Defender Service
Michen Tah, Criminal Justice Coordinating Council

On Tuesday, January 14, 2014, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. The Chairman acknowledged members of the public that were present.

ITEM 1: APPROVAL OF AUGUST 8, 2013 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of August 8, 2013. Commissioner Patricia Cushwa moved to approve the minutes. Commissioner Patricia Smoot seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIM WITNESS COORDINATOR, ACTING GENERAL COUNSEL AND ACTING EXECUTIVE OFFICER

Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa, Massarone and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Acting Executive Officer, Victims Witness Coordinator, Chief Information Officer and the Acting General Counsel, respectively, submitted reports on their activities during the quarter. Copies of these reports are attached.

AGENDA ITEM #3: SHORT INTERVENTION FOR SUCCESS (SIS PROGRAM)

Commissioner Cushwa noted that the SIS Program has reached its two year mark. The Commission is ready to publish for public comment its rule change moving the program from pilot to permanent. To date the program has 900 participants with a 5% rejection rate. A committee will review the rejections. Chairman Fulwood reiterated the need for a researcher.

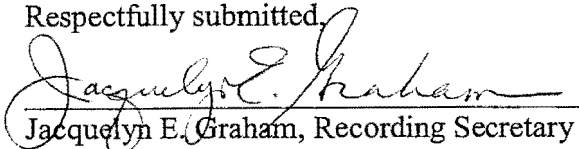
AGENDA ITEM #4: UPDATE: PROPOSED RULEMAKING REVISING CONDITIONS OF RELEASE

Until all comments are received, the Commission is unable to move forward. DCPDS noted that their comments are forthcoming.

Chairman Fulwood opened the floor to public comments.

Chairman Fulwood moved that the meeting be adjourned. Commissioner Smoot seconded the motion. The motion carried unanimously. The meeting adjourned at 10:50 a.m.

Respectfully submitted,


Jacquelyn E. Graham, Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

April 17, 2014

PRESIDING: Cranston J. Mitchell, Vice Chairman

PRESENT: Patricia K. Cushwa, Commissioner
Charles T. Massarone, Commissioner
J. Patricia W. Smoot, Commissioner

Zelia Carter, Representing Acting Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. McDaniel, Administrator, Case Services
Amanda K. Pyron, Victim Witness Coordinator
Jacquelyn Graham, Recording Secretary

U.S. Parole Commission Staff:
Phyllis Baker, Deputy, Case Operations Administrator
Kenneth Holland, Deputy Case Services Administrator
David Wynn, Assistant Case Operations Administrator
Andrea Wongsam, Budget Officer
Earl Bracey, Case Operations Assistant
Kai Jenkins, Office of the Chairman
Joseph Pacholski, Hearing Examiner
Helen Krapels, Assistant General Counsel
Tiffany Smith, Case Analyst
Edward Chester, Student Intern
Donald Summons, Executive Office
Stephanie Lalley, Student Intern

Members of the Public:

Tara Mikkilineni, D.C. Public Defender Service
Vincent Haskell, D.C. Public Defender Service
Mannone Butler, Criminal Justice Coordinating Council

On Thursday, April 17, 2014, Vice Chairman Mitchell called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Vice Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. Vice Chairman acknowledged and welcomed staff and members of the public that were present.

ITEM 1: APPROVAL OF JANUARY 14, 2014 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of January 14, 2014. Commissioner Patricia Smoot moved to approve the minutes. Commissioner Patricia Cushwa seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIM WITNESS COORDINATOR, ACTING GENERAL COUNSEL AND ACTING EXECUTIVE OFFICER

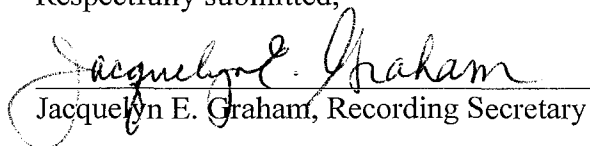
Chairman Fulwood, Vice Chairman Mitchell, and Commissioners Cushwa, Massarone and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Acting Executive Officer, Victims Witness Coordinator, Chief Information Officer and the Acting General Counsel, respectively, submitted reports on their activities during the quarter. Copies of these reports are attached.

AGENDA ITEM #3: VOTE FOR FINAL RULE UNDER 28 CFR PART 2 (CONDITIONS OF RELEASE)

Vote on Final Rule has been tabled until next meeting to give adequate time to review documentation.

Commissioner Cushwa moved that the meeting be adjourned. Commissioner Smoot seconded the motion. The motion carried unanimously. The meeting adjourned at 10:40 a.m.

Respectfully submitted,


Jacquelyn E. Graham, Recording Secretary



U.S. DEPARTMENT OF JUSTICE
United States Parole Commission

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

July 23, 2014

PRESIDING:

Cranston J. Mitchell, Vice Chairman

PRESENT:

Patricia K. Cushwa, Commissioner
Charles T. Massarone, Commissioner
J. Patricia W. Smoot, Commissioner

Zelia Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. McDaniel, Administrator, Case Services
Amanda K. Pyron, Victim Witness Coordinator
Jonathan Pinkerton, Chief Information Officer
Jacquelyn Graham, Recording Secretary

U.S. Parole Commission Staff:

Phyllis Baker, Deputy, Case Operations Administrator
Kenneth Holland, Deputy Case Services Administrator
David Wynn, Assistant Case Operations Administrator
Helen Krapels, Assistant General Counsel
Andrea Wongsam, Budget Officer
Earl Bracey, Case Operations Assistant
Kai Jenkins, Office of the Chairman
Jordana Randall, Program Coordinator
Joseph Pacholski, Hearing Examiner
Paula Biderman, Assistant General Counsel
Anissa Banks, FOIA Specialist
Tiffany Smith, Case Analyst
Donald Summons, Executive Office

Members of the Public:

Meghan Maury, National Gay & Lesbian Task Force
Elizabeth Ehret, National Gay & Lesbian Task Force
Colleen McCrystal, Public Defender Service
Ashley Clinton, Public Defender Service
Sarah Wolkensdorfer, Public Defender Service
Rayyan Ghuma, Public Defender Service

Members of the Public (continued):

Jeremy Alper, Public Defender Service

Christopher Duffner, Public Defender Service

Cedric Hendricks, Court Services and Offender Supervision Agency

On Wednesday, July 23, 2014, Vice Chairman Mitchell called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, DC 20530.

The Vice Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public. Vice Chairman acknowledged and welcomed staff and members of the public that were present.

ITEM 1: APPROVAL OF APRIL 17, 2014 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of April 17, 2014. Commissioner Cushwa moved to approve the minutes. Commissioner Smoot seconded the motion. The motion carried unanimously.

ITEM 2: REPORTS FROM VICE CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CHIEF INFORMATION OFFICER, VICTIM WITNESS COORDINATOR, ACTING GENERAL COUNSEL AND EXECUTIVE OFFICER

Vice Chairman Mitchell, and Commissioners Cushwa, Massarone and Smoot each submitted a report on their activities during the quarter. Case Services Administrator, Case Operations Administrator, Acting Executive Officer, Victims Witness Coordinator, Chief Information Officer and the Acting General Counsel, respectively, submitted reports on their activities during the quarter. Copies of these reports are attached.

AGENDA ITEM #3: VOTE FOR FINAL RULE UNDER 28 CFR PART 2 (CONDITIONS OF RELEASE)

Vice Chairman entertained a motion by Commissioner Smoot to adopt the final rule to revise 28 C.F.R Part 2 to describe the conditions of release set for persons on supervision and the procedures used to impose and modify the conditions. Commissioner Cushwa seconded the motion. The motion carried unanimously.

**AGENDA ITEM #4: PROPOSED AMENDMENT TO 28 C.F.R. SECTION 2.66
REVOCATION DECISION WITHOUT A HEARING FOR ADMINISTRATIVE
VIOLATIONS.**

Vice Chairman entertained a motion to publish in the Federal Register a Proposed Amendment to 28 C.F.R. Section 2.66- Revocation Decision without a Hearing for Administrative Violations. The proposed amendment will have a 60 day comment period. The motion was seconded by Commissioner Smoot. The motion carried unanimously.

Commissioner Cushwa made a motion that the meeting be adjourned and Commissioner Smoot seconded the motion. The motion carried unanimously. The meeting adjourned at 11:28 a.m.

Respectfully submitted,


Jacquelyn E. Graham, Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

Isaac Fulwood Jr. November 13, 2014

PRESIDING: Isaac Fulwood Jr., Chairman

PRESENT: Patricia K. Cushwa, Commissioner

Zelia Carter, Executive Officer
Phyllis Baker, Deputy Administrator, Case Operations
Helen Krapels, Acting General Counsel
Deirdre M. McDaniel, Administrator, Case Services
Jonathan H. Pinkerton, Chief Information Officer, ISS
Jacquelyn Graham, Recording Secretary

U.S. Parole Commission Staff:
Tarsha Jones, Analyst
Tiffany Smith, Analyst
Jordana Randall, Program Coordinator
Andrea Wongsam, Budget Officer
Donald Summons, Contractor
Elizabeth Todd, Secretary
David Wynn, Assistant Case Operations Administrator

Members of the Public:
Margaret Quick, CSOSA
Martha Franzen, Private Citizen
Malika Bouaouda, Private Citizen
Abdulahadi Shakir, Private Citizen
Hatim Muhammad, Private Citizen

On Thursday, November 13, 2014, Chairman Fulwood called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, D.C. 20530.

The Chairman took the role of the Commissioners. The Chairman announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public.

ITEM 1: APPROVAL JULY 23, 2014 QUARTERLY MEETING MINUTES

There was not a quorum to proceed with the approval of Quarterly Business Meeting Minutes or other official business.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CASE SERVICES ADMINISTRATOR, CHIEF INFORMATION OFFICER, ACTING GENERAL COUNSEL, AND EXECUTIVE OFFICER

Chairman Fulwood and Vice Chairman Mitchell, and Commissioners Cushwa, Massarone, and Smoot each submitted a report on their activities during the quarter. Case Operations Administrator, Case Services Administrator, Executive Officer, Acting General Counsel, Victim Witness Coordinator, and Chief Information Officer, respectively, submitted reports on their activities during the quarter. (Copies of these reports are attached).

Commissioner Cushwa reported that the Chairman asked her to assist in making suggestions on how the Commission may respond to recent legislative changes in several jurisdictions (including the District of Columbia) regarding the decriminalization of possessing and using small amounts of marijuana. She reported that the Chairman has sent suggested responses to the Department of Justice for their review.


Commissioner Cushwa reported on the Short Intervention for Success (SIS) Program. We have received all comments to the interim rule that was published in the Federal Register. Those will be considered before implementing a final rule.

Jordana Cunningham reported on the mental health dockets.

Chairman Fulwood opened the floor to the public for comments.

Chairman Fulwood moved that the meeting be adjourned. Commissioner Cushwa seconded the motion. And the meeting was adjourned at 10:50 a.m.

Respectfully submitted,


Jacquelyn E. Graham, Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

February 24, 2015

PRESIDING: Patricia W. Smoot, Acting Chairman

PRESENT: Patricia K. Cushwa, Commissioner
Charles Massarone, Commissioner
Cranston Mitchell, Commissioner

Zelia Carter, Executive Officer
Stephen J. Husk, Administrator, Case Operations
Deirdre M. McDaniel, Administrator, Case Services
Helen Krapels, General Counsel
Jonathan H. Pinkerton, Chief Information Officer, ISS
Jordana Cunningham, Program Coordinator
Jacquelyn Graham, Recording Secretary

U.S. Parole Commission Staff:

Phyllis Baker, Deputy Administrator, Case Operations
Kenneth Holland, Deputy Administrator, Case Services
Steven Brunson, Analyst
Stephanie Jones, Correspondence Specialist
Tarsha Jones, Analyst
Tiffany Smith, Analyst
Donald Summons, Contractor
Erica Williams, HR Program Coordinator
Andrea Wongsam, Budget Officer
David Wynn, Assistant Case Operations Administrator

Members of the Public:

Obelinda Moyd, PDS
Barbara Rodriguez, PDS
Martha Franzen, Private Citizen
Malika Bouaouda, Private Citizen
Iman Abdulmubdee Shakir, Private Citizen
Abdulhadi Shakir, Private Citizen
Hatim Muhammad, Private Citizen
Thomas Maree Bey, Private Citizen

On Thursday, February 24, 2015, Acting Chairman Smoot called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, D.C. 20530.

The Acting Chairman took the role of the Commissioners. The Acting Chair announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Government in the Sunshine Act and that the meeting was open to the public.

ITEM 1: APPROVAL JULY 23, 2014 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of July 23, 2014. Commissioner Patricia Cushwa moved to approve the minutes. Commissioner Cranston Mitchell seconded the motion. The motion was carried unanimously.

ITEM 2: APPROVAL NOVEMBER 13, 2014 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the meeting of November 13, 2014. Commissioner Patricia Cushwa moved to approve the minutes. Commissioner Cranston Mitchell seconded the motion. The motion was carried unanimously.

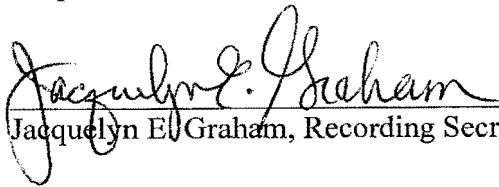
ITEM 2: REPORTS FROM ACTING CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CASE SERVICES ADMINISTRATOR, EXECUTIVE OFFICER, GENERAL COUNSEL, CHIEF INFORMATION OFFICER, AND PROGRAM COORDINATOR

Acting Chairman Smoot, Commissioners Mitchell, Cushwa, and Massarone gave a verbal report on their activities during the quarter. Case Operations Administrator, Case Services Administrator, Executive Officer, General Counsel, Program Coordinator, and Chief Information Officer, respectively submitted reports on their activities during the quarter. Copies of these reports are attached.

Acting Chair Smoot acknowledged the guests who were in attendance.

Acting Chair Smoot moved that the meeting be adjourned. Commissioner Cushwa made a motion that the meeting be adjourned. Commission Massarone seconded the motion. The meeting was adjourned at 10:25 a.m.

Respectfully submitted,


Jacquelyn E. Graham, Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

June 2, 2015

PRESIDING: Patricia W. Smoot, Chairman

PRESENT: Patricia K. Cushwa, Commissioner
Charles Massarone, Commissioner

Zelia Carter, Executive Officer
Stephen J. Husk, Case Operations Administrator
Deirdre M. McDaniel, Case Services Administrator
Helen Krapels, General Counsel
Jonathan H. Pinkerton, Chief Information Officer, ISS
Jordana Cunningham, Program Coordinator
Jacquelyn Graham, Recording Secretary

U.S. Parole Commission Staff:

Phyllis Baker, Case Operations Deputy Administrator
Kenneth Holland, Case Services Deputy Administrator
Steven Brunson, Case Analyst
Carie Green, Mental Health Program Analyst
Derrick Miller, Case Analyst
Joseph Pacholski, Hearing Examiner
Tiffany Smith, Case Analyst
Erica Williams, HR Program Coordinator
Andrea Wongsam, Budget Officer
David Wynn, Assistant Case Operations Administrator

Members of the Public:

Obelinda Moyd, PDS
Alysha Seroussi, PDS
Nick Feronti, PDS
Cederic Hendricks, CSOSA
Katherina Turban, CSOSA Intern
Cara Campani, CIC
Sophia Browning, CIC
Phillips Mosby, CIC
Jannel Ramsey, PDS
Adrian Madison, PDS

Manone Butler, CJCC
Martha Franzen, Private Citizen
Malika Bouaouda, Private Citizen
Iman Abdulmubdee Shakir, Private Citizen
Tanya Upshur, Private Citizen

On Tuesday, June 2, 2015, Chairman Smoot called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, D.C. 20530.

The Chairman took the roll of the Commissioners. She announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Sunshine Act and that the meeting was open to the public.

ITEM 1: APPROVAL FEBRUARY 24, 2015 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the February 24, 2015 meeting. Commissioner Patricia Cushwa moved to approve the minutes. Commissioner Charles Massarone seconded the motion. The motion was carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CASE SERVICES ADMINISTRATOR, EXECUTIVE OFFICER, GENERAL COUNSEL, CHIEF INFORMATION OFFICER, AND PROGRAM COORDINATOR

Acting Chair Smoot referred to her report, Commissioner Cushwa gave a verbal report on her activities, and Commissioner Massarone had no report during this period. Case Operations Administrator, Case Services Administrator, Executive Officer, General Counsel, Program Coordinator, and Chief Information Officer, respectively submitted reports on their activities during the quarter. Copies of the reports are attached.

Commissioner Cushwa acknowledged the Commissioners and other staff who attended the APAI Conference.

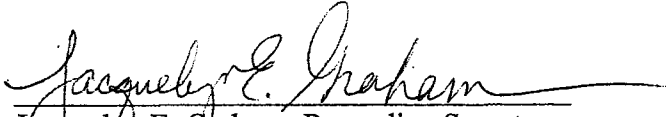
Chair Smoot acknowledged members of the public who were in attendance.

Commissioner Cushwa made a motion that we adopt a rule to amend 28 C.F.R. §2.66 as amended. It was seconded by Commissioner Massarone and there was no opposition.

Commissioner Cushwa made a motion that the Notice of Proposed Rules and Procedures on D.C. Parole guidelines be published for public comment. It was seconded by Commissioner Massarone and there was no opposition.

Chair Smoot moved to adjourn the meeting. Commissioner Cushwa made a motion that the meeting be adjourned. Commission Massarone seconded the motion. The meeting was adjourned at 10:30 a.m.

Respectfully submitted,


Jacquelyn E. Graham, Recording Secretary



**U.S. DEPARTMENT OF JUSTICE
United States Parole Commission**

MINUTES

U.S. PAROLE COMMISSION QUARTERLY MEETING

October 6, 2015

PRESIDING: Patricia W. Smoot, Chairman

PRESENT: Patricia K. Cushwa, Commissioner
Charles Massarone, Commissioner

James E. Bacchus, Chief of Staff
Zelia Carter, Executive Officer
Jordana Cunningham, Program Coordinator
Jacquelyn Graham, Recording Secretary
Stephen J. Husk, Case Operations Administrator
Helen Krapels, General Counsel
Deirdre M. McDaniel, Case Services Administrator
Jonathan H. Pinkerton, Chief Information Officer, ISS

U.S. Parole Commission Staff:

Phyllis Baker, Case Operations Deputy Administrator
Darrell Donmore, Records Center Technician
Kate Dwyre, Attorney Advisor
Sharon Gervasoni, Assistant General Counsel
Carie Green, Mental Health Program Analyst
April White, Records Center Technician
Erica Williams, HR Program Coordinator
Andrea Wongsam, Budget Officer
David Wynn, Assistant Case Operations Administrator

Members of the Public:

Olinda Moyd, PDS
Stacey Litner, WLC
William Mileo, CSOSA

On Tuesday, October 6, 2015, Chairman Smoot called the meeting of the United States Parole Commission to order at 10:00 a.m., in the main conference room at 90 K Street, N.E. 3rd Floor, Washington, D.C. 20530.

The Chairman took the roll of the Commissioners. She announced that notice of this meeting and matters to be discussed have been posted in public places and published in the Federal Register pursuant to the Sunshine Act and that the meeting was open to the public.

ITEM 1: APPROVAL JUNE 2, 2015 QUARTERLY MEETING MINUTES

The Commission took up the minutes of the June 2, 2015 meeting. Vice Chairman Patricia Cushwa moved to approve the minutes. Commissioner Charles Massarone seconded the motion. The motion was carried unanimously.

ITEM 2: REPORTS FROM CHAIRMAN, COMMISSIONERS, CASE OPERATIONS ADMINISTRATOR, CASE SERVICES ADMINISTRATOR, EXECUTIVE OFFICER, GENERAL COUNSEL, CHIEF INFORMATION OFFICER, AND PROGRAM COORDINATOR

Chairman Smoot and Vice Chairman Cushwa each submitted a report on their activities during the quarter. Commissioner Massarone had no report during this quarter. Case Operations Administrator, Case Services Administrator, Executive Officer, General Counsel, Program Coordinator, and Chief Information Officer, respectively submitted reports on their activities during the quarter. Copies of the reports are attached.

Chairman Smoot acknowledged members of the public who were in attendance.

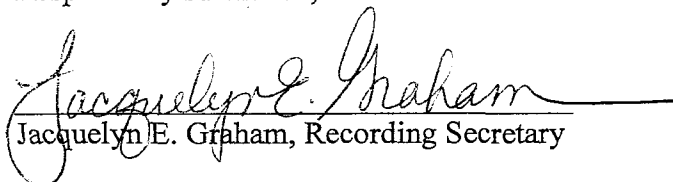
Chairman Smoot acknowledged her attendance at the Parole Chair's Training in Colorado sponsored by the National Institutes of Correction (NIC).

Chairman Smoot introduced our new Chief of Staff, James Bacchus who made a few brief comments.

Vice Chairman Cushwa made a motion for approval of the Final Rule to amend 28 C.F.R. Section 2.80 to apply the 1972 D.C. Board Guidelines to parole release decisions for D.C. Code Offenders who committed their offenses on or before March 3, 1985. It was seconded by Commissioner Massarone and there was no opposition.

Chairman Smoot moved to adjourn the meeting. Vice Chairman Cushwa made a motion that the meeting be adjourned. Commissioner Massarone seconded the motion and there was no opposition. The meeting was adjourned at 10:30 a.m.

Respectfully submitted,


Jacquelyn E. Graham, Recording Secretary