

BOARD OF PAROLE HEARINGS
Best Practices Advisory Committee Meeting
Monday, May 20, 2013
OPEN SESSION

(All times are approximate and subject to change.)

1515 K Street
Executive Board Room
Suite 550
Sacramento, California 95814

NOTE START TIME: 1:30 p.m.

Best Practices Advisory Committee: The scope of this committee is to identify best administrative processes, hearing practices, and decision review processes and to establish methods for providing meaningful feedback to commissioners concerning hearing practices and decisions. Members of this committee are Commissioners Ferguson, LaBahn, Peck, Zarrinam, and Fritz, Chairperson.

AGENDA

MEETING CALLED TO ORDER

CONSENT CALENDAR

1. Roll Call
2. Comments and Clarification regarding Best Practice Advisory Committee Meeting Minutes: February 19, 2013
3. Comments and Clarification regarding Best Practices Advisory Committee Meeting Minutes: March 18, 2013
4. Public Comment - Items on the consent calendar are considered routine and non-controversial. All matters are approved by one motion unless pulled by a Board Member for discussion or separate action. At this time, any member of the public may ask the Board to be heard on any item on the consent calendar.

REPORTS AND PRESENTATIONS

5. Report from Executive Officer
6. Report from Chief Counsel
 - Case Compendium Project Update
 - Proposed Administrative Directives
 - Review of Transcript Analysis Program
7. Report from Chairperson
 - Proposed Hearing Guidelines
 - Mini Manual Project Update
 - Progress Toward Committee Goals and New Goals

DISCUSSION ITEMS

8.
 - a) Victim Impact Statements, presented by Susie Booth, Graduate Legal Assistant
 - b) Board Questions and Comments
 - c) Public Comments
 - d) Motion and Votes

9.
 - a) Guidance on Handling Intimate Partner Battering Information at Parole Suitability Hearings, presented by Mina Choi, Staff Attorney
 - b) Board Questions and Comments
 - c) Public Comments
 - d) Motion and Votes

OPEN COMMENTS

10. BPH Commissioners - Agenda Items for Future Meetings

11. Open Comment - Comments are limited to five minutes. The public may comment on any item related to committee business. The Board will not consider comments about future parole hearings. Those comments should be sent to the prison where the inmate is housed so that they can be considered by the panel assigned to the case.

ADJOURNMENT

For disability related accommodations, please contact the BPH Americans with Disabilities Act Coordinator at (916) 445-4072, at least five (5) working days prior to the scheduled meeting. All persons and property entering into this facility may be subject to search. No unauthorized weapons are allowed pursuant to Penal Code Section 171b.