

Douglas A. Ducey
Governor

Terry L. Adriance
Executive Director



Ellen Kirschbaum
Chairman

ARIZONA BOARD OF EXECUTIVE CLEMENCY

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NOTICE OF MEETING

Pursuant to A.R.S. §38-431.02, notice is hereby given to the Members of the Arizona Board of Executive Clemency, and to the general public, that the Board of Executive Clemency will be conducting a Board Business Meeting on February 3, 2016, at 8:30 a.m. This meeting will be held at 1645 W Jefferson Street, Suite 101, Phoenix, Arizona, 85007. This meeting is open to the public. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Board's office at 602-542-5656. Requests should be made as early as possible to allow time to arrange the accommodation. The Board may go into Executive Session, which will not be open to the public, to discuss any matter on this agenda pursuant to A.R.S. §38-431.03(A) (3) (Discussion or consultation with Board attorney for legal advice).

AGENDA

- I. Call to Order**
 - a. Roll Call
- II. Confirmation of Meeting Minutes**
 - a. September 30, 2015
- III. Executive Director's Report**
 - a. Monthly Statistical Report – October, November, December 2015 – Discussion
 - b. Monthly Financial Report – October, November, December 2015 – Discussion
 - c. Lean Project overview
 - d. Lobby display board – discuss possible alternative changes
 - e. Introduction of new employee
 - f. Office updates: Follow-up meeting re: 2014 Sunset Audit. Staff to provide briefing on their respective areas of Revocation, Paroles, and Commutations. Executive Budget Summary for AZBOEC. Misc. office updates.
- IV. Board Policy Revision & NPRC Action Guide Topics**
 - a. Invitation to receive technical assistance on NPRC Action Guide Topics – Discussion & Vote
- V. Voting Record Revisions for:**
 - a. Revocation Hearings – Discussion & Vote
- VI. Call to Public**
- VII. Adjournment**

Ellen Kirschbaum, Chairman

Posted: **This 1st day of February, 2016**

Those wishing to address the Board need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration at a later date. Qualified individuals with a disability requiring a copy of the Board's procedure on filing grievances may contact the Board's office.

With the exception of possible Executive Session material, a copy of the agenda material is available for public inspection at least 24 hours prior to the meeting at the Board's office, 1645 W. Jefferson, Suite 101, Phoenix, Arizona 85007, 602-542-5656.