



# FLORIDA PAROLE COMMISSION

4070 Esplanade Way, Tallahassee, Florida 32399-2450

TENA M. PATE  
*Commissioner/Chairman*

BERNARD R. COHEN, SR.  
*Commissioner/Vice-Chairman*

MELINDA N. COONROD  
*Commissioner/Secretary*

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**Minutes**  
**Parole Qualifications Committee Meeting**  
**Via Conference Call**  
**April 1, 2014**

The Parole Qualifications Committee (PQC) Chairman, Mark Ober, called the meeting to order at approximately 10:05 a.m. The following individuals were present:

State Attorney Mark Ober – PQC Chairman  
Sheriff Arnold Lanier – PQC Member  
State Attorney Bernie McCabe – PQC Member  
Chief Walter McNeil – PQC Member  
Sheriff Susan Benton – PQC Member  
Sarah Rumph – Parole Commission, General Counsel  
Bonnie Davidson – Parole Commission, Human Resource Administrator

### **Purpose of meeting**

State Attorney Ober explained the purpose of the meeting was to discuss the process for filling the Parole Commission vacancy created by the end of the term for Commissioner Cohen, which is currently fulfilling a term for a retired Commissioner, on June 30, 2014. 3 names need to be submitted to the Governor and Cabinet so that discussions can take place at the June 17, 2014 Cabinet Meeting.

1. Discussion of reopening the application process
2. Set an advertisement period for this position
3. Approve and adopt the proposed schedule for candidate selection

### **Reopening the Application Process**

By majority, the decision was made to reopen the nomination process, however previous applicants reviewed by this committee shall be considered as well. The advertisement will be posted via People First and the Commission website.

### **Advertisement Period**

The committee agreed that the advertisement period to be April 4 – April 11, 2014 at 5 p.m.

### **Approved Schedule**

The following schedule was agreed to by the Committee:

April 4-11, 2014 at 5 p.m.	Advertisement period
April 12 - 23, 2014	PQC application review period
April 24, 2014 at 10:30 a.m.	Conference call to select interviewees

All members approved the schedule. Schedule was adopted with no objections.

Meeting adjourned at 10:37 a.m.