

## Board of Paroles and Pardons Administrative Meeting

Tuesday, December 1, 2020  
SCDPPPS Headquarters, Virtual via Webex Application

I. The Board of Paroles and Pardons Administrative Meeting was called to order by Chair Kim Frederick on Tuesday, December 01, 2020 at 8:30am in the Virtual Parole and Pardon Boardroom. Members attended via the Webex application. The meeting was hosted from the Central Office of SC Department of Probation, Parole and Pardon Services located at 293 Greystone Blvd., Columbia, SC.

II. The following Board Members were present.

First Congressional District	Member	Christopher F. Gibbs
Second Congressional District	Vice-Chair	Mollie DuPriest Taylor
Third Congressional District	Member	Dan Batson
Fourth Congressional District	VACANT	VACANT
Fifth Congressional District	Secretary	Henry S. Eldridge
Sixth Congressional District	Member	Lonnie Randolph
Seventh Congressional District	Chair	Kim Frederick

III. Items A through E listed below were the topics of discussion.

### A. Legal Updates

Legal Counsel Matthew Buchanan discussed the recent ACLU lawsuit. He stated that the lawsuit is now over. Counsel Buchanan also discussed the Joseph Kelsey Opinion. He stated that the Opinion ruled that no action will be taken by the Court. He noted however that the opinion was critical of the Board's decision.

### B. Four Member Quorum Review

- Chair Frederick requested discussion of Four Member Quorum. The Board previously altered their practice as outlined in the Board's manual on March 4, 2020, to reflect a minimum of four members present to conduct proceedings (previously a minimum of five members present were needed for proceedings to be valid). Such change was scheduled to expire on April 15, 2020. Again on April 1, 2020, the Board extended the deadline of minimum of four members present for proceedings to December 31, 2020.
- Vice Chair Taylor motioned to extend the decision to maintain a four member quorum for six months (06/01/2021). Vote was held and motion to extend passed.

Vice Chair Taylor's motion to extend the Four Member Quorum Discussion to 6/1/2021	Yea	Nay	Not Voting: Present	Not Voting: Absent
Kim Frederick, Chair	X			
Dan Batson	X			
Henry Eldridge, Secretary	X			
Chris Gibbs	X			
Lonnie Randolph	X			
Mollie Taylor, Vice Chair	X			

**C. SC Board of Pardons and Paroles Manual Revisions**

Chair Frederick requested discussion regarding the SC Board of Pardons and Paroles manual. She stated that the revision is progressing with the final review scheduled for January 13, 2021 at the scheduled Administrative Meeting. Secretary Eldridge requested that the draft of the suggested revisions be distributed prior to the January 13, 2021 Administrative Meeting for the Board members to review.

There were no motions.

**D. 2021 SC Board of Pardons & Paroles Hearing Calendar**

Copies of the 2021 hearings calendar with panel assignments (January – March 2021) were distributed via email by Board Support Services Nettie Jacobs prior to the administrative meeting for review by board members. Chair Frederick requested that all assignments be reviewed and any changes made known to Ms. Jacobs by close of business on Friday, December 4, 2020. There were no motions.

**E. Additional Discussion**

- Chair Frederick requested the members to review the email forwarded to them regarding Risk Management’s discussion of printing options for the Board members. Risk Management stated that printing is not an option. Chair Frederick stated that the newly acquired equipment will assist in the Board’s needs eliminating the request to print.
- Board Member Batson made motion to conclude meeting. The meeting was adjourned.