



**LOUISIANA
BOARD OF PARDONS & PAROLE**

Number: 01.102-POL
Date: August 1, 2014
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BOARD POLICY

SUBJECT: **POWERS AND DUTIES OF THE PAROLE COMMITTEE**

PURPOSE: To establish policy, reflective of Louisiana law, that describes the powers and duties of the Louisiana Board of Parole.

AUTHORITY: LAC, Title 22, Part XI, Chapter 1, La. R.S. 15:574.2

POLICY:

A. The Louisiana Board of Parole shall:

- (1) Make parole release and revocation decisions under La. R.S. 15:574.2;
- (2) Evaluate any application filed pursuant to R.S. 15:308 and taking into consideration the risk of danger the applicant would pose to society if released from confinement; shall make recommendations to the Board of Pardons as to whether the applicant is eligible for a reduction in sentence pursuant to R.S. 15:308.
- (3) Adopt rules not inconsistent with law as the board deems necessary and proper with respect to the eligibility of offenders for parole and the conditions imposed upon offenders who are released on parole;
- (4) Keep records of its official actions and make them accessible according to law;
- (5) Collect, develop, and maintain statistical information concerning its services and decisions;
 - a. notify the district attorney of the parish where the conviction occurred; the notification shall be in writing and shall be issued at least thirty days prior to the hearing date. The district attorney of the parish where the conviction occurred shall be allowed to review the record of the offender since incarceration, including but not limited to any educational or vocational training, rehabilitative program participation, disciplinary conduct and risk assessment score. The district attorney shall be allowed to present testimony to the Committee and submit information relevant to the proceedings;

- (6) When requested to do so, notify, in writing at least seven days prior to the offender's release, the Chief of Police, Sheriff, or District Attorney of the parish where the offender will reside and where the conviction(s) occurred of the offender's pending release;
- (7) Submit an annual report on the board's performance to the Secretary of the Department of Public Safety and Corrections on or before February 1st each year for the previous calendar year, to include statistical and other data with respect to the determination and work of the board, relevant data of board decisions, a summary of past practices and outcomes, plans for the upcoming year, research studies which the board may make of sentencing, parole, or related functions, and may include a recommendation changes considered necessary to improve its effectiveness.

B. The Louisiana Board of Parole may:

- (1) Apply to a district court to issue subpoenas, compel the attendance of witnesses, and the production of books, papers, and other documents pertinent to the subject of its inquiry;
- (2) Take testimony under oath, either at a hearing or by deposition;
- (3) Sanction an offender's disorder, threatening, or insolent behavior, or use of insulting, abusive, or obscene language at a hearing or in written communications with the offender's parole application, notice for which shall be provided to the offender at the commencement of proceedings.

SHERYL M. RANATZA, CHAIRMAN

**Signature on file*