



**LOUISIANA
BOARD OF PARDONS & PAROLE**

Number: 05.511 POL
Date: August 1, 2014
Page: 1 of 2

BOARD DIRECTIVE

SUBJECT: PANEL ACTION

PURPOSE: To establish guidelines for public hearings of the Louisiana Board of Pardons and its Committee on Parole (Board).

AUTHORITY: LAC Title 22, Part V and Part XI, Chapter 5; La. R.S. 15:574.2

POLICY:

It is the policy of the Board that all Pardon Board and Parole panel hearings shall be public hearings. The chairman, or designee, shall schedule all public hearings. A copy of the schedule shall be available for public inspection at the board office.

PROCEDURES:

A. The panel may consider the following actions with the offender present:

1. parole;
 - a. In the case of IMPACT parole, the offender need not be present unless requested by the panel.
2. revocation; and
3. recommendations for transitional work program;
4. to evaluate and consider any application filed pursuant to R.S. 15:308 in accordance with rules promulgated by the DPS&C and Board Policy 08.801, "Ameliorative Penalty Consideration."

B. The panel may consider the following actions without the offender present:

1. to consider rehearing requests; and
2. to consider those matters referred by a member from single-member action (see Board Policy 05.513, "Single Member Action"); the member who makes such a referral may not serve on the panel.

- C. Generally, public hearings shall be conducted via videoconferencing, with the board members participating from the board's headquarters in Baton Rouge, and offenders appearing before the board via videoconferencing at the designated prison facility.
1. In the event a medical parole is being considered and the offender is unable to appear via videoconferencing, the board shall travel to the prison facility at which the offender is housed to conduct the hearing.
 2. In the case of videoconferencing, the family, friends, and attorney of the offender shall be at the location of the offender.
 3. In the case of videoconferencing, the victim(s) shall be at the location of the board.

SHERYL M. RANATZA, CHAIRMAN

**Signature on file*