



**LOUISIANA  
BOARD OF PARDONS & PAROLE**

**Number: 05-511-POL**  
**Date: September 20, 2020**  
**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, 15:574.4.1

**REFERENCES:** ACA Standard 2-1089, Board Policies 05-511-A, "Special Needs", 05-513-POL, "Single Member Action", 08-801-POL, "Ameliorative Penalty Consideration."

**POLICY:**

It is the policy of the Board that all Pardon Board and Parole panel hearings shall be public hearings. The chairperson, 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 (see exception in Section C. below);
2. Revocation;
3. Recommendations for transitional work program; and
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-POL, "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-POL, "Single Member Action"); the Member who makes such a referral may not serve on the panel.
- C. Offenders incarcerated in a parish jail or parish correctional center may be interviewed by a single member of the Committee on Parole prior to a public parole hearing. The interviewing member will then present the case to the full parole panel for parole release consideration during the public parole hearing. Due to transport considerations, the offender will not be present during the public hearing. However, the public hearing will be conducted in a manner which allows for observation and input by members of the public.
- D. 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 the offender is unable to appear before the Board due to a medical condition, a medical professional shall be made available to the parole panel to provide information about the offender's medical condition. The hearing will occur in absentia. (see Board Policy 05-511-A, "Special Needs" when the offender is housed in an outside medical treatment facility).
  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 or at the office of the District Attorney.

**SHERYL M. RANATZA, CHAIRMAN**

*Signature on file*

*This policy replaces and supersedes Board Policy 05-511-POL, "Panel Action" dated September 15, 2015.*