

Sunset Public Hearing Questions for  
**TENNESSEE COMMUNITY RESOURCE BOARD**  
Created by Section 41-10-105, *Tennessee Code Annotated*  
(Sunset Termination June 2017)

1. Provide a brief introduction to the Tennessee Community Resource Board, including information about its purpose, statutory duties, staff and administrative attachment.

**Response:**

The TCRB is responsible for coordination of the statewide network of local community resource boards and as a liaison with the public for the Board of Parole and the Department of Correction. The TCRB is instrumental in developing and utilizing volunteer resources to assist parolees and probationers reintegrating into society so they can become productive, law-abiding citizens. The TCRB is required to meet at least quarterly. The TCRB also makes recommendations regarding the development of programs involving volunteers, and with approval, may oversee projects and programs as appropriate.

2. Provide a list of current board members and describe how membership complies with Section 41-10-105, *Tennessee Code Annotated*. Who appoints members? Are there any vacancies on the board? If so, what steps have been taken to fill the vacancies?

**Response:**

- |                                       |                  |
|---------------------------------------|------------------|
| • Mario Allen (WGD Chair)             | West Tennessee   |
| • Malinda Davenport Crisp, Secretary, | Middle Tennessee |
| • Carole McDonald                     | Middle Tennessee |
| • Philip Fairchild (EGD Chair)        | East Tennessee   |
| • Tom Hallquist (MGD Chair/Treasurer) | Middle Tennessee |
| • Michael Rickenbaker (Chair)         | West Tennessee   |

There are currently nine (9) vacancies on the TCRB. Members are initially appointed to three year terms jointly by the Chairman of the Parole Board and TDOC Commissioner. Mid-term vacancies are appointed by the TCRB itself and these appointments require approval by the Chairman of the Parole Board and the TDOC Commissioner. The TDOC has not taken any action on pending vacancies at present primarily due to the planning, drafting, and work-up related to the legislation that became the Public Safety Act. With the Act now passed, the Board of Parole and TDOC are in a much better position to review and analyze the functions of the TCRB and how the TCRB can best work in conjunction with both agencies to facilitate its mission in the manner in which it was intended. Both agencies will also be able to better assess the strengths and weaknesses of prospective appointees to ensure that the requisite level of expertise and desire to serve is represented by those potential Board Members. Efforts are underway to seek potential TCRB candidates.

3. Does membership include public/citizen members? **Yes**
  - Female members? **Yes**
  - A member of a racial minority? **Yes**
  - A member, 60 years of age or older at the time of his/her appointment? **Yes**

4. How many times did the board meet during fiscal year 2015 and to date in fiscal year 2016? How many members were present at each meeting?

**Response:**

The board meets quarterly. In FY 2015 the TCRB met 3 times and to date 3 times for FY 2016.

- Jan 2015 9 TCRB members present
- April 2015 9 TCRB members present
- July 2015 9 TCRB members present
- Oct 2015 8 TCRB members present
- Jan 2016 7 TCRB members present
- April 2016 6 TCRB members present

5. What per diem or travel reimbursement do members receive? How much was paid to board members during fiscal year 2015 and to date in fiscal year 2016?

**Response:**

- Barbara Dycus 1/15-1/16/15 \$401.91 (FY15)
- David Lovelace 1/15-1/16/15 \$422.33 (FY15)
- Dennis Mansfield 1/15-1/16/15 \$506.23 (FY15)
- Mario P. Allen 1/15-1/16/15 \$396.06 (FY15)
- Mario P. Allen 4/23-4/24/15 \$390.19 (FY15)
- Michael Rickenbaker 7/17/15-4/15/16 \$585.62 (FY16)

6. What procedures does the board have for disclosure of potential conflicts of interest by board members?

**Response:** The board, as well as any involved local resource board (as applicable), meets to discuss and resolve issues as a group.

7. What were the board's revenues (by source) and expenditures (by object) for fiscal year 2015 and to date in fiscal year 2016? Does the board carry a fund balance and, if so, what is the total of that fund balance?

**Response:**

- There is no dedicated revenue stream and no documented expenditures.
- The board does not carry a fund balance.

8. Can the board promulgate rules? If no, is rulemaking authority needed? If rules have been promulgated, please cite the reference.

**Response:**

- No
- Yes, in conjunction with TDOC
- By laws drafted by the board, currently under revision

9. What reports does the board prepare on its operations, activities, and accomplishments? Who receives these reports?

**Response:**

- Minutes of the meetings are taken; no report is prepared or submitted. The minutes are made available to the board.

10. Is the board subject to Sunshine law requirements (Section 8-44-101 et seq., *Tennessee Code Annotated*) for public notice of meetings, prompt and full recording of minutes, and public access to minutes? If so, what procedures does the board have for informing the public of its meetings and making its minutes available to the public?

**Response:**

- Yes
- While there are no current procedures in place the board will immediately take steps to adopt such procedures and come into compliance with the Sunshine law.

11. Describe the nature and extent of the board's activities and any major accomplishments in fiscal year 2015 and to date in fiscal year 2016. Specifically address the board's activities in carrying out the duties outlined in Section 41-10-105(a), *Tennessee Code Annotated*.

**Response:**

- The board held quarterly meetings in 2015 and to date in 2016. Members of the board have also assisted the Chaplains by providing training for the TDOC Take One Initiative and Fatherhood program within TDOC facilities. The TCRB is also working to establish local community resource boards in various community supervision offices throughout the state.

12. Describe any items related to the board that require legislative attention and your proposed legislative changes.

**Response:**

- None

13. Should the board be continued? To what extent and in what ways would the absence of the board endanger the public health, safety, or welfare?

**Response:**

- Yes, the TCRB can be a viable resource to the BOP and TDOC. While the absence of the board would not present an immediate danger to the health, safety, or welfare of the public, the TCRB can work in conjunction with the various community agencies, public entities, families, and other stakeholders to facilitate the provision of community resources that are essential in helping offenders successfully transition back into the community.

14. Has the board developed and implemented quantitative performance measures for ensuring it is meeting its goals?

**Response:**

- No

15. What are your key performance measures for ensuring the board is meeting its goals? Describe so that someone unfamiliar with the program can understand what you are trying to measure and why it is important to the operation of your program.

- (N/A)

16. What aspect[s] of the program are you measuring?

- (N/A)

17. Who collects relevant data and how is this data collected (e.g., what types information systems and/or software programs are used) and how often is the data collected? List the specific resources (e.g., report, other document, database, customer survey) of the raw data used for the performance measure.

- (N/A)

18. How is the actual performance measure calculated? If a specific mathematical formula is used, provide it. If possible, provide the calculations and supporting documentation detailing your process for arriving at the actual performance measure.

- (N/A)

19. Is the reported performance measure result a real number or an estimate? If an estimate, explain why it is necessary to use an estimate. If an estimate, is the performance measure result recalculated, revised, and formally reported once the data for an actual calculation is available?

- (N/A)

20. Who reviews the performance measures and associated data/calculations? Describe any process to verify that the measure and calculations are appropriate and accurate.

- (N/A)

21. Are there written procedures related to collecting the data or calculating and reviewing/verifying the performance measure? Provide copies of any procedures.

- (N/A)

22. Describe any concerns about the board's performance measures and any changes or improvements you think need to be made in the process.

- (N/A)

23. Please list all board programs or activities that receive federal financial assistance and, therefore are required to comply with Title VI of the Civil Rights Act of 1964. Include the amount of federal funding received by program/activity.

**Response:**

- The board does not receive any federal funding.

**If the board does receive federal assistance, please answer questions 24 through 31. If the board does not receive federal assistance, proceed directly to question 30.**

24. Does the board prepare a Title VI plan? If yes, please provide a copy of the most recent plan.

- (N/A)

25. Does the board have a Title VI coordinator? If yes, please provide the Title VI coordinator's name and phone number and a brief description of his/her duties. If not, provide the name and phone number of the person responsible for dealing with Title VI issues.

- (N/A)

26. To which state or federal agency (if any) does the board report concerning Title VI? Please describe the information your board submits to the state or federal government and/or provide a copy of the most recent report submitted.

- (N/A)

27. Describe the board's actions to ensure that association staff and clients/program participants understand the requirements of Title VI.

- (N/A)

28. Describe the board's actions to ensure it is meeting Title VI requirements. Specifically, describe any board monitoring or tracking activities related to Title VI, and how frequently these activities occur.

- (N/A)

29. Please describe the board's procedures for handling Title VI complaints. Has the board received any Title VI-related complaints during the past two years? If yes, please describe each complaint, how each complaint was investigated, and how each complaint was resolved (or, if not yet resolved, the complaint's current status).

- (N/A)

30. Please provide a breakdown of current board staff by title, ethnicity, and gender.

- Mario Allen (WGD Chair) West Tennessee, Male, African American
- Malinda Davenport Crisp, Secretary, Middle Tennessee, Female, White
- Carole McDonald Middle Tennessee, Female, White
- Philip Fairchild (EGD Chair) East Tennessee, Male, White
- Tom Hallquist (MGD Chair/Treasurer) Middle Tennessee, Male, White
- Michael Rickenbaker (Chair) West Tennessee, Male, White

31. Please list all board contracts, detailing each contractor, the services provided, the amount of the contract, and the ethnicity of the contractor/business owner.

**Response:**

- The TCRB does not have any contracts.

# TCRB Membership Data

East Grand Division	Middle Grand Division	West Grand Division
<p><b>VACANT</b> (182)</p> <p>Term: 05/01/2013 - <b>4/30/2016</b> Mileage:</p>	<p><b>VACANT</b> (2228)</p> <p>Term: 05/01/2014 - <b>4/30/2017</b> Mileage:</p>	<p><b>Mario Allen (WGD Chair)</b> (917)</p> <p>3827 Annette Lane Memphis, TN 38127 <a href="mailto:mariopallen@yahoo.com">mariopallen@yahoo.com</a> (901) 331-6518 (C) (901) 354-0632 (H) (901) 357-2234 (W) Term: 05/01/2014 - <b>4/30/2017</b> Mileage: 426</p>
<p><b>VACANT</b> (176)</p> <p>Term: 05/01/2016 – <b>4/30/2019</b> Mileage:</p>	<p><b>Malinda Davenport Crisp, Secretary</b> (181)</p> <p>5601 California Avenue Nashville, TN 37209 <a href="mailto:malinda@familyreconciliationcenter.com">malinda@familyreconciliationcenter.com</a> (615) 292-6371 (615) 554-5075 Term: 05/01/2014 - <b>4/30/2017</b> Mileage: 0</p>	<p><b>VACANT</b> (56)</p> <p>Term: 05/01/2015 - <b>4/30/2018</b> Mileage: 420</p>
<p><b>VACANT</b> (185)</p> <p>Term: 05/01/2016 - <b>4/30/2019</b> Mileage:</p>	<p><b>VACANT</b> (57)</p> <p>Term: 05/01/2015 - <b>4/30/2018</b> Mileage:</p>	<p><b>VACANT</b> (177)</p> <p>Term: 05/01/2015 - <b>4/30/2018</b> Mileage:</p>
<p><b>VACANT</b> (184)</p> <p>Term: 05/01/2014 - <b>4/30/2017</b> Mileage:</p>	<p><b>Carole McDonald</b> (178)</p> <p>74 Erin Lane Nashville, TN 37221 <a href="mailto:cam3647@me.com">cam3647@me.com</a> <a href="mailto:Carole.McDonald@tn.gov">Carole.McDonald@tn.gov</a> (615) 300-2979 (C) Term: 05/01/2015 - <b>4/30/2018</b> Mileage:</p>	<p><b>VACANT</b> (183)</p> <p>Term: 05-01-2014 - <b>04/30/2017</b> Mileage:</p>
<p><b>Philip Fairchild (EGD Chair)</b> (180)</p> <p>181 Noya Way Loudon, TN 37774 865-408-1698 (H) 865-806-0730 (C) Email: <a href="mailto:pdfair@charter.net">pdfair@charter.net</a> Term: 05/01/2015 - <b>4/30/2018</b> Mileage:</p>	<p><b>Tom Hallquist (MGD Chair/Treasurer)</b> (1605)</p> <p>1301 Pemberton Heights Dr Franklin, TN 37067 (615) 790-1070 (H) (615) 299-6811 (C) <a href="mailto:thallquist@aol.com">thallquist@aol.com</a> Term: 05/01/2014 - <b>4/30/2017</b> Mileage:</p>	<p><b>Michael Rickenbaker (Chair)</b> (179)</p> <p>20 McAdams Loop Jacks Creek, TN 38347 (615) 969-3939 (C) <a href="mailto:cpfchaplain@aol.com">cpfchaplain@aol.com</a> Term: 05/01/2016 - <b>4/30/2019</b> Mileage:</p>
<b>DEPARTMENT OF CORRECTIONS</b>		<b>BOARD OF PAROLE</b>
<p><b>Deborah D. Thompson</b> Director of Religious and Social Services 5<sup>th</sup> Floor, Rachel Jackson Building 320 Sixth Avenue, North Nashville, TN 37243 <a href="mailto:Deborah.D.Thompson@tn.gov">Deborah.D.Thompson@tn.gov</a> (615) 253-8261 (W) (615) 519-6716 (C) (615) 741-1055 (F)</p>	<p><b>Ex-Officio</b></p>	<p><b>Rita Jorgensen</b> Legislative Liaison 404 James Robertson Pkwy Nashville, TN 37243 <a href="mailto:Rita.Jorgensen@tn.gov">Rita.Jorgensen@tn.gov</a> (615) 741-9265 (W) (615) 532-8581 (F)</p>
<b>HOUSE REPRESENTATIVE</b>		<b>SENATE REPRESENTATIVE</b>
<p><b>William Lamberth</b> (2229)</p> <p>District 44 – Sumner County 301 6<sup>th</sup> Avenue, North Nashville, TN 37243 <a href="mailto:Rep.William.Lamberth@capitol.tn.gov">Rep.William.Lamberth@capitol.tn.gov</a> (615) 741-1980 (O) (615) 308-5557 (C) (615) 253-0336</p>		<p>(2230)</p>