



TO: Board Members

FROM: Farrah M. Conjar
Executive Secretary

DATE: January 13, 2016

RE: Minutes-Board Meeting
December 16, 2015

In compliance with *Act 175*, known as the *Sunshine Law*, effective September 17, 1976, the Office of Chief Counsel provided notification to the public of the scheduled meeting on September 16, 2015, of the Pennsylvania Board of Probation and Parole.

The meeting convened at 9:02 AM with Chairman Green presiding.

Board Members Michael Potteiger, Craig McKay, Leslie Grey, John Tuttle, and Ed Burke were in attendance. Also in attendance were Fred Klunk, Office of Statistical Analysis; Richard Dash, Director of the Office of Administrative Services; Alan Robinson, Office of Chief Counsel; Laura Treaster Office of Communications, Mark Koch Director of Policy and Legislative Affairs, Kim Barkley, Office of Board Secretary and Jennifer Storm, Office of Victim Advocate.

All reports referenced in Public Session were previously disseminated to Board Members and Senior Staff for review and will be made available upon request.

I. APPROVAL OF BOARD MINUTES OF December 16, 2015

Motion was made by Board Member Burke, seconded by Board Member Grey, and carried unanimously to approve the minutes.

*ACTION
ITEM*

II. OFFICE OF THE VICTIM ADVOCATE

Ms. Storm reported the OVA staff from DOC relocated to Central Office.

III. SEXUAL OFFENDERS' ASSESSMENT BOARD

Mr. Snell had nothing to report, however, is available to the Board as needed.

IV. OFFICE OF CHIEF COUNSEL

Mr. Robinson had nothing to report, however, is available to the Board as needed.

V. OFFICE OF BOARD SECRETARY

Ms. Barkley had nothing to report, however, is available to the Board as needed.

VI. HEARING EXAMINER OFFICE

Mr. Fox had nothing to report, however, is available to the Board as needed.

VII. OFFICE OF STATISTICAL REPORTING AND EVIDENCE-BASED PROGRAM EVALUATION

Mr. Klunk had nothing to report, however, is available to Board as needed.

VIII. OFFICE OF ADMINISTRATIVE SERVICES

Mr. Dash had nothing to report, however, is available to the Board as needed.

IX. OFFICE OF FIELD PROBATION AND PAROLE SERVICES

Mr. McIntyre new promotions in the Harrisburg DO Angela Kassab is the new Deputy District Director and Eric Pennypacker is the Deputy District Director in Allentown.

X. OFFICE OF RE-ENTRY AND QUALITY ASSURANCE

Ms. Daub reported that effective December 24, 2015 Sam Amadello will be retiring, if anyone would like to reach out to him and congratulate him please do so.

XI. OFFICE OF COMMUNICATIONS'

Ms. Treaster had nothing to report, however, is available to the Board as needed.

XII. OFFICE OF POLICY AND LEGISLATIVE AFFAIRS

Mr. Koch reported two new Board Members were confirmed by the Senate on December 14, 2015 Mr. Leo Dunn and Judge Lydia Kirkland.

XIII. OLD BUSINESS or NEW BUSINESS

OLD BUSINESS:

Two agents, Agent Milliron, and Agent Constantine, did an amazing job of saving the life of one of our parolees, this individual was in the process of committing suicide at one our half way houses, had the razor blade to her left arm and blood was spurting out on the agents and all over. The agents stepped in and saved that women's life talked her down intervened got her the appropriate medical help as well as the mental health treatment she needed. An amazing job these two agents did, and all our agents continue to do.

NEW BUSINESS:

During the Executive Session, the Board went back into Public Session to vote on a motion. At 11:42 a.m., they reconvened the Public Session. Board Member Dunn made the motion to provide authority to allow the Hearing Examiner votes to parole count on two vote violent cases. The Chairman has the authority to set the date of implementation. Board Member McKay seconded the motion and all agreed. They returned to executive session at 11:43 a.m.

In honor of the late Lloyd A. White, the Board and Agency has decided to create an award for Excellence in Re-Entry. Nominations and details will be handled by Human Resources and the first award will be awarded in June 2016.

The meeting was adjourned at 9:12 a.m.

FMC