



TO: Board Members

FROM: Farrah M. Conjar
Executive Secretary

DATE: March 18, 2015

RE: Minutes-Board Meeting
February 11, 2015

In compliance with *Act 175*, known as the *Sunshine Law*, effective September 17, 1976, the Office of Chief Counsel has made notification to the public of the scheduled meeting on February 11, 2015, of the Pennsylvania Board of Probation and Parole.

The meeting convened at 10:05 AM with Acting Chairman John Tuttle presiding.

Board Members Edward Burke, Leslie Grey, Esq., Michael Green, Michael Potteiger, and Craig McKay were in attendance. Also in attendance were Michele Heister, Office of Statistical Analysis; Megan Dade, Executive Director of SOAB; Richard Dash, Director of the Office of Administrative Services; Alan Robinson, Office of Chief Counsel; Sherry Tate office of Communications, Leo Dunn Director of Policy and Planning, John Koontz, office of Board Secretary.

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 January 14, 2015

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

**ACTION
ITEM**

II. OFFICE OF THE VICTIM ADVOCATE

Ms. Storm had nothing to report; however is available to the Board as needed.

III. SEXUAL OFFENDERS' ASSESSMENT BOARD

Ms. Dade 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

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

VI. HEARING EXAMINER OFFICE

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

Ms. Hiester had nothing to report; however is available to the 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 reported there will be an OPPS meeting next week; also the resignation of Toni Dupont-Morales effective March 5, 2015 and the retirement of Colleen Fickel effective March 20, 2015.

X. OFFICE OF RE-ENTRY AND QUALITY ASSURANCE

Ms. Daub reported that with the retirement of Dennis Lauer, Elda Casillas is acting director in Bureau of Standards and Accreditations until the position is filled. The position has been posted.

XI. OFFICE OF COMMUNICATIONS'

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

XII. OFFICE OF POLICY AND LEGISLATIVE AFFAIRS

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

XIII. OLD BUSINESS or NEW BUSINESS

OLD BUSINESS: A Re-Entry memorial award was suggested by the board members in honor of the late Mr. Lloyd A. White. Mr. Green made a motion to approve and focus the award on Re-Entry, since Mr. White was so involved in the York Re-Entry Program.

Ms. Storm from OVA also would like to have a plaque made in Mr. White's memory. She will request the board's approval when everything is finalized.

NEW BUSINESS:

The meeting was adjourned at 10:10 a.m.

FMC