



MEMO

TO: Board Members

FROM: Farrah M. Conjar
Executive Secretary

DATE: November 18, 2015

RE: Minutes-Board Meeting
October 21, 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, Jeffrey Imboden, 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; Sherry Tate Office of Communications, Leo Dunn 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 October 21, 2015

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

*ACTION
ITEM*

II. OFFICE OF THE VICTIM ADVOCATE

Ms. Storm reported that October is National Domestic Violence Month, asking staff on October 22, 2015 to wear purple. On October 26, 2015 OVA will host a speaker who is a survivor of Domestic Violence and will be in the training room.

III. SEXUAL OFFENDERS' ASSESSMENT BOARD

There was no report from SOAB.

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 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 the District Director position has been filled in Altoona by Tammy Macun. Interviews for the Deputy District Director for Harrisburg and Allentown are being conducted.

X. OFFICE OF RE-ENTRY AND QUALITY ASSURANCE

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

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 reported that the two Board Members nominees were resubmitted.

XIII. OLD BUSINESS or NEW BUSINESS

OLD BUSINESS:

Dates for the 2016 Board meetings date were proposed, motion was made by Board Member Burke and seconded by Board Member McKay.

Dr. Robert Marsh presented updates in the DOC to the mental health population.

Richard Stroker from the Center for Effective Public Policy will be attending the October Board Meeting to continue the discussion on the Agency's Strategic Plan.

NEW BUSINESS:

The meeting was adjourned at 10:17 a.m.

FMC