

TO: Board Members

FROM: Farrah M. Conjar
Executive Secretary

DATE: April 20, 2016

RE: Minutes-Board Meeting
April 20, 2016

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 9:04 AM with Chairman Dunn presiding.

Board members Leo Dunn Michael Potteiger, Craig McKay, Leslie Grey, Ed Burke were in attendance. Also in attendance were Fred Klunk, Office of Statistical Analysis; Deborah Carpenter, Acting Director of the Office of Administrative Services; Alan Robinson, Office of Chief Counsel; Laura Treaster, Director, 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 April 20, 2016

Motion was made by board member Potteiger, seconded by board member Burke, and carried unanimously to approve the minutes.

**ACTION
ITEM**

II. OFFICE OF THE VICTIM ADVOCATE

Crimes Victim Right Rally held last week at Capitol. April 22, 2016 OVA is hosting a speaker downstairs in Transportation University. May F2F all day Tuesday and ½ day Wednesday.

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 reminded staff the statement of financial interest is due 5-1-2016.

V. OFFICE OF BOARD SECRETARY

Ms. Barkley reported Marci Johnson is the Director of Case Analysis.

VI. HEARING EXAMINER OFFICE

Mr. Allensworth reported that Mary Pratt from the west is retiring.

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

Ms. Carpenter had nothing to report, however, is available to the board as needed.

IX. OFFICE OF FIELD PROBATION AND PAROLE SERVICES

Ms. Daub reported that Larry Ludwig retired April 15, 2016.

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

XII. OFFICE OF POLICY AND LEGISLATIVE AFFAIRS

Mr. Koch reported Senate Bill 3 Medical Marijuana Act passed. Executive Staff may not hold a financial interest in the sale of marijuana. Offenders will not be violated if they have a prescription. Four board member nominees best case scenario will be mid-June and on board July 2016.

XIII. OLD BUSINESS or NEW BUSINESS

OLD BUSINESS:

Board member Dunn presented board member Tuttle and chairman Green with retirement plaques and proclamations from the House of Representatives and the Senate.

NEW BUSINESS:

Chairman Dunn presented Cyndi Daub with a proclamation for her retirement on April 29, 2016

There will be new chairs purchased for the board room.

The meeting was adjourned at 11:15 a.m.

FMC