

TO: Board Members

FROM: Farrah M. Conjar
Executive Secretary

DATE: October 19, 2016

RE: Minutes-Board Meeting
September 21, 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 June 28, 2016, of the Pennsylvania Board of Probation and Parole.

The meeting convened at 9:05 AM with Chairman Dunn presiding.

Board members Craig McKay, Ed Burke, Linda Rosenberg, Ted Johnson, Everett Gillison, Leslie Grey, Mark Koch, were in attendance. Also in attendance were Edie Letherby, Director of the Office of Administrative Services; Alan Robinson, Office of Chief Counsel; Laura Treaster, Director, Office of Communications, Victor Wills Director of Policy and Legislative Affairs, George Koontz, Acting Board Secretary, Office of Board Secretary and Jennifer Storm, Office of Victim Advocate, Director Christian Stephens, Probation and Parole Services, Director Luis Rosa, Re-entry and Quality Assurance.

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 September 21, 2016

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

*ACTION
ITEM*

II. OFFICE OF THE VICTIM ADVOCATE

Ms. Storm thanked Chairman Dunn for speaking at the National Center for Victim Crime in Philadelphia on September 19, 2016.

III. SEXUAL OFFENDERS' ASSESSMENT BOARD

Ms. Dade reported that Janaki Theivakumaran is the executive assistant for SOAB. Janaki will be in charge of all sexually violent predators monitoring and tracking their treatment and working closely with PSP.

IV. OFFICE OF CHIEF COUNSEL

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

V. OFFICE OF BOARD SECRETARY

Acting board secretary Mr. Kootnz reported that we will be sending a return envelope for board members to send VC packets back to central office.

VI. HEARING EXAMINER OFFICE

Mr. Allensworth reported it is his hope that board members are seeing legible writing in their notes. Also, we are down two hearing coordinators we are managing the best we can, one will be starting next week.

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

Ms. O'Neil had nothing to report, however, is available to the board as needed.

VIII. OFFICE OF ADMINISTRATIVE SERVICES

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

IX. OFFICE OF FIELD PROBATION AND PAROLE SERVICES

Mr. Stephens reported the next OPPS meeting will be held October 11 and 12, 2016 at the Radison hotel Camp Hill, PA.

X. OFFICE OF RE-ENTRY AND QUALITY ASSURANCE

Mr. Rosa reported that he made a selection for the western regional director but it has not made public yet.

XI. OFFICE OF COMMUNICATIONS

Ms. Treaster reported Janaki will no longer be handling procedures, Steven Pollard will be handling procedures.

XII. OFFICE OF POLICY AND LEGISLATIVE AFFAIRS

Mr. Wills reported that the budget passed and our budget is 150 million dollars.

XIII. OLD BUSINESS or NEW BUSINESS

OLD BUSINESS NEW BUSINESS

The meeting was adjourned at 10:09 a.m.

FMC