



TO: Pennsylvania Parole Board Members

FROM: Farrah Conjar
Executive Secretary II to the Chairperson

DATE: November 15, 2021

RE: Board Meeting Minutes
October 20, 2021

In compliance with *Act 175*, known as the *Sunshine Law*, effective September 17, 1976, the Office of Board Secretary provided notification to the public of the scheduled meeting on October 20, 2021 of the Pennsylvania Parole Board.

The public meeting convened at 9:00 AM at Riverfront Office Center in Harrisburg, PA with Chairperson Theodore Johnson presiding. A quorum of Board Members was present.

Attendance

- | | | |
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| <input checked="" type="checkbox"/> Chairperson Ted Johnson | <input checked="" type="checkbox"/> BD Member Leo Dunn | <input checked="" type="checkbox"/> BD Member Tony Moscato |
| <input checked="" type="checkbox"/> BD Member Marcus Brown | <input checked="" type="checkbox"/> BD Member Jim Fox | <input checked="" type="checkbox"/> BD Member Linda Rosenberg |
| <input checked="" type="checkbox"/> BD Member Khadija Diggs | <input checked="" type="checkbox"/> BD Member Mark Koch | |
| | | |
| <input checked="" type="checkbox"/> Alan Robinson, Chief Counsel | <input checked="" type="checkbox"/> Deb Carpenter, Board Secretary | |
| <input checked="" type="checkbox"/> Chad Allensworth, Chief Hearing Officer | <input checked="" type="checkbox"/> Scott Woolf, Director – Office of Board Secretary | |
| <input checked="" type="checkbox"/> Neil Malady, Policy/Legislative Affairs | <input checked="" type="checkbox"/> Laura Treaster, Special Assistant | |
| <input checked="" type="checkbox"/> Morgan Davis, Assistant Counsel | <input checked="" type="checkbox"/> Meghan Dade, SOAB Executive Director | |
| <input checked="" type="checkbox"/> Megan Isherwood, Legal Intern | <input checked="" type="checkbox"/> Suzanne Estrella, Office of Victim Advocate | |
| <input checked="" type="checkbox"/> Janaki Theivakumaran, SOAB Exec. Asst. | <input checked="" type="checkbox"/> John Manning, Deputy Chief Counsel | |
| <input checked="" type="checkbox"/> Tara Gross, OVA Director-Victim Services | | |

Chairperson Johnson recognized public guests:
Mark Bergstrom, Pennsylvania Sentencing Commission

APPROVAL OF SEPTEMBER BOARD MEETING MINUTES

Board Member Fox motioned to approve the September 2021 Parole Board minutes. Board Member Brown seconded the motion. The Parole Board unanimously approved the minutes.

Department of Corrections – Bureau of Treatment Services

The Department of Corrections (DOC) provided an update on treatment services within the DOC; focusing on Thinking for a Change and Violence Prevention.

OFFICE AND STAFF REPORTS

Office of Victim Advocate (OVA) Report

Suzanne Estrella, Victim Advocate

- Office of Victim Advocate provided an overview of victim wraparound services.

Sexual Offenders Assessment Board (SOAB)

Meghan Dade, Executive Director

- Sexually violent predator reports are now available in OnBase for Board Members. If you are having any issues please reach out to Janaki or Meghan
- A new clerk typist II/receptionist has been hired. Her name is Rochelle Goshorn.

Communications/Media Report

Special Assistant Laura Treaster

- After the passage of Act 59 of 2021, work has been ongoing with the Department of Corrections (DOC) to rebrand all of the parole forms that will be under the administration of the DOC along with other projects that are within the scope of the rebranding project. The anticipated completion date is end of November 2021.

Policy and Legislative Affairs Report

Policy and Legislative Affairs Director Neil Malady

- No update on the final Board Member vacancy from the Governor's office.
- Nine session days left for the year in the Senate: three for October, three for November and three in December.
- House session days will be as follows, three in October, six in November and three in December. Judiciary committee moved out a number of probation reform proposals including one that was a reintroduction from the last legislative session by the criminal justice caucus that had support of the administration. The legislation progress will be tracked.
- Discussions with Senator Baker's office on Medical Parole took place. The bill is not close to being introduced any time soon. She is looking to do a pilot project; Senator Baker toured SCI Laurel Highlands and was impressed on how the DOC is handling the aging and medical populations.

Office of Chief Counsel Report

Chief Counsel Alan Robinson

- Awaiting outcome of a reprieve case argued last month. A reprieve offender was brought back to an SCI; the Board rescinded an unexecuted grant of parole. Offender wants a

parole violation hearing. The Board argued he does not get one because he was not on parole.

- Decision was issued on the Anderson case. He was a person who violated parole as a TPV, received a misconduct for assaultive behavior in an SCI. He went through DOC's misconduct's process. Commonwealth Court upheld the Board's process to remove from automatic re-parole without a hearing.

Office of Hearing Examiners Report

Chief Hearing Examiner Chad Allensworth

- Deputy position posted and interview are being conducting on Friday and Monday. Hoping to make selection as soon as possible.
- Hearing Examiner's office is under-staffed administratively. There are three people scheduling for the entire state. Reposted a Clerk Typist III position.
- CHE Allensworth reviewed the new 340A process with the Board Members.

Board Secretary Report

Board Secretary Deb Carpenter

- Kelly Evans and I met to discuss the ICSA. Her staff assistant Melissa Reed is going to conduct ICSA workshops. If decision makers come across any ICSAs with issues, please email examples and I will work with Kelly to resolve any issues.
- Board Member Fox and Deb Carpenter are going down to meet with SCI Supervisors and RIPD's at their quarterly meeting in Elizabethtown in November. If anyone has issues please send me an email to Deb Carpenter and we will add these concerns to the discussion.
- Chairman Johnson requested decision makers to provide specific information on what the problem is so Kelly Evans can address the situation.
- There are three additions to the 361s under the conditions:
 1. The "Barden Amendment" where a decision maker enters the establishment and it serves as the primary purpose to dispense alcohol.
 2. Remove condition under Electronic Monitoring that ends at detainer status, remove the part where it says ends during periods of unemployment.
 3. Removing the condition all above previous imposed parole conditions apply.
 4. Additional items under parole factors were discussed for updates. A draft will be provided.
- Spoke to Kelly Evans. The SCIs will put as much information on the max out memo as they have available. The information is also available on the ICSAs for Board Members to access. The SCIs will ensure the new max out request form is used, which includes the max out date.
- BM Rosenberg brought up not reviewing the same case multiple times. The decision was for two consecutive refusals for offenders in a row, the decision maker will recuse themselves and the case will be rescheduled or reviewed by a new panel.
- Homicide Review Committee will be meeting at the academy in December 2021. Chairperson Johnson, Alan Robinson and Deb will be attending.

Board Secretary Office Report

Board Secretary Office Director Scott Woolf

- Questions about the quality when 361s are merged in OnBase.
 - Presently working with OnBase developers to make the 361 inside the OnBase application itself.
 - The solution for now is if you come across a 361 which is not informative enough, please advise and staff will work to break documents back out in a better format for decision makers to read/review.

Board Vote – Vote to Adopt the 2022 Board Meeting and Victim Testimony Dates

- *Board Member Moscato made a motion to adopt the Board Meeting and Victim Testimony dates scheduled for 2022. Board Member Fox seconded and motion passed unanimously.*

Board Vote – Vote to Adopt Resolution for Board Majority Cases

- *Board Member Fox made a motion to adopt resolution for Board Majority Vote Cases. Board Member Rosenberg seconded motion passed unanimously.*
- *Board Member Fox made a motion to adopt the Violent/Sexual Crimes Chart effective October 2021 with the Board Designated Majority Vote Cases. BM Moscato seconded and motion passed unanimously.*

Board Vote – Final Case Processing for Inmates Who Refuse Parole

- *No Board vote taken, process will remain the same.*

ADJOURNMENT

At 11:00 AM Board Member Moscato made a motion to adjourn the public session. The motion was seconded by Board Member Fox. The Board Members voted unanimously to adjourn the public session.