



TO: Pennsylvania Parole Board Members

FROM: Farrah Conjar
Executive Secretary II

DATE: August 8, 2023

RE: Board Meeting Minutes
July 20, 2023

In compliance with *Act 175*, known as the *Sunshine Law*, effective September 17, 1976, the Pennsylvania Parole Board provided notification to the public of the scheduled meeting on November 14, 2022.

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

Attendance

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Chairperson Jim Fox | <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 Ted Johnson | <input checked="" type="checkbox"/> BD Member Linda Rosenberg |
| <input checked="" type="checkbox"/> BD Member Khadija Diggs | <input checked="" type="checkbox"/> BD Member Jack Daneri | <input checked="" type="checkbox"/> BD Member Elizabeth Bolton Penna |
| <input checked="" type="checkbox"/> Alan Robinson, Chief Counsel | <input checked="" type="checkbox"/> Deb Carpenter, Board Secretary | |
| <input type="checkbox"/> Neil Malady, Policy/Legislative Affairs | <input checked="" type="checkbox"/> Scott Woolf, Director – RAO | |
| <input checked="" type="checkbox"/> Michael Potteiger, Chief Hearing Examiner | <input checked="" type="checkbox"/> Janaki Theivakumaran, Special Assistant | |
| <input type="checkbox"/> Meghan Dade, SOAB Executive Director | <input type="checkbox"/> Suzanne Estrella, Victim Advocate | |
| <input checked="" type="checkbox"/> Jason Lambrino, Assistant Counsel | <input type="checkbox"/> Morgan Davis, Assistant Counsel | |

Chairperson Fox recognized public guests:

Mark Bergstrom, Executive Director, Pennsylvania Sentencing Commission

John Manning, Deputy Chief Counsel, Department of Corrections (DOC)

APPROVAL OF MAY BOARD MEETING MINUTES

Board Member Anthony Moscato motioned to approve the June 21, 2023 Parole Board minutes. Board Member Elizabeth Bolton-Penna seconded the motion. The Parole Board unanimously approved the minutes.

OFFICE AND STAFF REPORTS

Office of Victim Advocate (OVA)

- Victim Advocate, Suzanne Estrella Nothing to report.

Sexual Offenders Assessment Board (SOAB)

Executive Director, Meghan Dade

- John Manning presented on behalf of Executive Director Dade
- SOAB will be hosting upcoming trainings at the Eden Resort, Lancaster, PA
 - Alex Rodriguez will be presenting on Technology and Sexual Offending on September 8, 2023.
 - Robin Wilson will be presenting on the Static 99 on November 17, 2023.

Communications/Media Report

Special Assistant, Janaki Theivakumaran

- Working on the Fall Retreat in October at the Sheraton Station Square in Pittsburgh.
 - 2.5 CLE credits will be offered for attorneys.
- Documentary inquiry is cancelled for the Parole Board.

Policy and Legislative Affairs Report

Policy and Legislative Affairs Director, Neil Malady

- The Budget for FY 2023 has not passed

Office of Chief Counsel Report

Chief Counsel, Alan Robinson

- Karen's Law challenges are increasing. This law states the Board does not have to act on applications of parole for 3 or 5 years, depending on the convicted offense.
- For awareness, there is statute that allows the Board to parole an inmate to a Federal deportation order prior to the expiration of the inmate's minimum. There are specific requirements regarding this process.
- Carissa Morales has started with the Office of Chief Counsel as a legal analyst.

Office of Hearing Examiners Report

Chief Hearing Examiner, Michael Potteiger

- Jeremy Stewart will be starting as the newest hearing examiner on Monday July 31, 2023.

Records and Administration Office Report

Records and Administration Office Director, Scott Woolf

- The feedback on the OnBase 361 process has been very helpful and the feedback on the enhancements will make the system even more efficient.

Board Secretary Report

Board Secretary, Deb Carpenter

- Along with Chief Counsel Robinson, we presented at the District Attorney's conference on the importance of completing the parole recommendation letters.
- SCI Albion recently opened a Neuro Cognitive Care unit. A committee will be established and Department of Corrections would like board representation.
- In regards to the new parole guidelines:
 - If the pre-interview questions are not answered accurately and it cannot be corrected prior to the interview, DOC is requesting those cases not be interviewed and placed on a future docket date to ensure that a new guideline score can be ran correctly.
 - If the inmate has an old TCU score and there is inconsistency with drug and alcohol dependencies then DOC will administer the Strong-R for an updated assessment.

PA Sentencing Commission

Board had an open discussion on the new parole guidelines with Mark Bergstrom on some items that may need to be considered when moving from the interim to final guidelines.

ADJOURNMENT

At 10:15 a.m. Board Member Moscato made a motion to adjourn the public session. The motion was seconded by Board Member Brown. The Board Members voted unanimously to adjourn the public session.