

General Business Meeting
March 13, 2009
Toftrees Golf Resort & Conference Center
State College, PA

I. Introduction

The March 13, 2009, Business Meeting of the County Chief Adult Probation and Parole Officers' Association of Pennsylvania was called to order at 9:02 a.m. by Executive Director, W. Conway Bushey.

II. Presentation

Judy Hogaboom and Tracey Allshouse, Internet Probation and Parole Control, Inc. spoke about their program as a tool to assist Probation Departments. Rick Parsons spoke of how useful they have been in Montgomery County. The cost of the program is \$24.00 per defendant.

Gary Holland provided a DACUM overview. He discussed trainings for job functions. During the sessions every piece of a probation officer's job is analyzed using the Story Boarding process and focus groups. They are now looking to hear from management level and use the information to revise and train the right material for BTA. Motivational Interviewing was brought up and led to a lively discussion. It may be added to the 4th week of BTA.

III. Agency Updates

AOPC-no report

CCAP – The County Commissioner's Association is in the process of seeking funds from PCCD for a data quality study.

PCCD-no report

Sentencing Commission – Carrie Peters discussed the 6th Edition Revised Guidelines. She provided an updated list of training dates. March 15th is the deadline for 2008 sentencing data going into SGS web. Carl McKee asked about how to get data on defendant's prior arrests. Carrie replied that since it is new it would be difficult but may be able to be provided on a future date.

PBPP – Probation Services – Bill McDevitt – Bill updated on the Governor's Advisory Committee on Probation, specifically on Destruction of Property. The 4th Edition is currently on hold in Appropriations. There are currently only (5) counties not providing data to the Board electronically. Bill also informed the Chiefs that there

is a reduction in training funds this year. The Grant-In-Aid for 2009-2010 of \$19,028,000.00 should not be reduced due to increased caseloads. Mike Pottieger asked about information on fines and costs be provided by CPCMS. Bill advised that the AOPC was unable to provide this information at this time.

Interstate – Margaret Thompson – Margaret reported on ICOTS and that there are now 34 counties under the new system. Their training scheduled for end of February was filled in two (2) days requiring a second day. There will be an additional training April 27th or 29th in Mercer County. Margaret reported that Webex might be possible in six (6) months. She also stated that the BTA Interstate training is still available. There will be a second Legacy data dump into the system. Gary Holland reported that video conferencing/Webex for ICOTS training. He also reported that Motivational Interviewing Training would not be disturbed by lack of funding. Gary stated that back time and credit time might become available with John Holt.

FETC – Todd Burns – Todd announced that it was ok to take repeated in-service courses if necessary. They are in the process of reviewing Basic Training Courses for 2010. They may expand to two (2) full weeks and asked for any recommendations. Todd announced that there would be an in-service in Fort Indiantown Gap April 6-10th and will continue through October. Todd reported that they have 30 days to work out regulations (17 differences) or they will have to start over. Todd reported that Requalifications Failures Policy to follow.

IV. Officers Report

- **President** – no report
- **Vice President** – no report
- **Secretary** – The minutes were sent out by e-mail from the last General Business Meeting and accepted as circulated.
- **Treasurer's Report** – The Association has \$91,909.89 in the account, including \$40,536.92 in the Northwest Business Insurance Money Fund \$51,372.97 in the Northwest Checking Account.
- **Executive Director's Report** – Conway reported that 38 counties have paid Assessments and several memberships have been paid as well. Conway recognized John Roller, Rob Williams, Theresa Reichard and Bob Kelsey. All members who have retired or will retire by June 6, 2009. Conway announced that Daniel Hoover, Franklin County; James Chapman, Wayne County; John Moschetta, Washington County; Lisa Salek, Wayne County and Jonathon Dunsinger, Wayne County are all new Administrators. Conway showed all chiefs by length of service. Conway asked Mark Wilson to discuss his county's Collection Enforcement Unit. Conway discussed the Pew Study, One in 31-Long Reach of American Corrections. Also, the calendar of events was reported.

V. Committee Reports

- **Firearms** – no report
- **Training** - Rich Kipp reported that an e-mail would be sent to all chiefs in regards to an on-line survey for possible Chief's Trainings. Hope to set up Modules for annual conference and regional trainings.
- **Legislation** – no report
- **Intercounty** – It was discussed and agreed that any case three (3) months or over must be accepted for supervision. There was a discussion about the Southeast 10 County Region and the success in opening regular lines of communications and that counties need to work together.
- **Program** – Mike Potteiger discussed having 90-minute training segments as opposed to 1½-day segments. Ted Johnson reported that there will be a National Reentry Conference in Pittsburgh on April 5-8, 2009. Ethics was discussed as possible training topic for the annual conference. Also, discussed were fishing, golf, massages and the traditional ideas for entertainment at the conference. Chris Murphy briefly reported on the Parole Guidelines Committee.

Unfinished Business

The salary disparity between line staff and supervisors was revisited. Conway stated that he would conduct a survey and submit his findings to Bill McDevitt. It was discussed to ask the Board for assistance in regards to Salary disparity and Grant-In-Aid.

New Business

None

Attendance Roster

Name	County	Name	County
Chris Boyd	Adams	Sally Barry	Lebanon
Ron Seyko	Allegheny	Mike Vecchio	Luzerne
Regina Himes	Armstrong	Luann Yohn	Lycoming
Nancy Xavios	Berks	Rick Parsons	Montgomery
Jim Sweitzer	Berks	Jim Miller	Montour
Jeff Brown	Berks	Dave Wondoloski	Northumberland
Tom Shea	Blair	Kim McLaughlin	Somerset
Doug Weaver	Blair	Dave Stager	Tioga
Scott Shultz	Blair	Rob Repard	Tioga
Sean Ryan	Bucks	Bob Daugherty	Venango
Pamela Scoran	Cambria	Carl McKee	Warren
Chris Murphy	Chester	Andy Urban	Westmoreland
Jennifer Lopez	Chester	Al Sabol	York

Mike Blum	Clarion	Rich Kipp	The Kipp Group
John Holt	Crawford	Bill McDevitt	PBPP
Trevor Oates	Crawford	Leslee Magulick	PBPP
Lyle Herr	Cumberland	Tom Dougherty	PBPP
Mike Potteiger	Dauphin	Craig Williams	PBPP
Jim Gunderman	Dauphin	Margaret Thompson	PBPP
Mike Raith	Delaware	Gary Holland	PBPP
Mark Murray	Delaware	Todd Burns	FETC
Ray Reade	Erie	Dan Blahusch	US Probation
Steve Barnett	Forest	Ted Johnson	US Probation
Craig Wise	Greene	Carrie Peters	Sent. Commission
Larry Straitiff	Jefferson	Eric Webb	JNET
Michele Beaver	Juniata	Tom Robinson	DSI
Mark Wilson	Lancaster	Tom Green	JCJC
Kerri Martin	Lancaster	Conway Bushey	CCAPPOAP

Adjournment

The meeting was adjourned at approximately 2:00.