

GENERAL BUSINESS MEETING MINUTES

September 20, 2017

WELCOME AND INTRODUCTIONS

The meeting began at 9:06 with the pledge of allegiance and introductions.

MEMBERS IN ATTENDANCE:

Laura Rowland (Adams), Frank Scherer (Allegheny), Regina Himes (Armstrong), Don Neill (Beaver), Keith Bowser (Bedford), Bob Williams (Berks), Cory Seymour (Blair), Justin Popovich (Bradford), Sean Ryan (Bucks), Mark Ledford (Cambria), Rick Parsons (Carbon), Tom Backenstoe (Centre), Chris Murphy (Chester), Jayne Smail (Clarion), Darby Christlieb (Cumberland), Chad Libby (Dauphin), Michael Raith (Delaware), Andy Hathorn (Elk), Paul Markiewicz (Erie), James Caccimelio (Fayette), Steve Barnett (Forest), Dan Hoover (Franklin), Dan Miller (Fulton), Leonard Hahn (Huntingdon), Paul Ruffner (Jefferson), Michelle Beaver (Juniata), Mark Wilson (Lancaster), Jamie Jendrysik (Lawrence), Sally Barry (Lebanon), Ann Marie Egizio (Lehigh), Gary Seefeldt (McKean), Todd Harpster (Mifflin), Steve Houloose (Monroe), Mike Gordon (Montgomery), Jim Miller (Montour), Tim Heitzman (Northumberland), Roger Miller (Perry), Jeff Angradi (Pike), Bo Trawitz (Snyder), Vicki Rascona-Saylor (Somerset), Dave Stager (Tioga), Bob Daugherty (Venango), Carl McKee (Warren), Jon Ridge (Washington), Jim Chapman (Wayne), Sharon Bold (Westmoreland), April Billet-Barclay (York)

OTHERS ATTENDEES:

Helene Placey, Bill Burrell, Amanda Moore (Blair), Ryan Meyers (PCS), Ronnie Millward (Centre), Jennifer Rager (Erie), Stan Cioccio (Erie), Rick Wiewczkowski (Erie), Daniel Heydt (Berks), Brendan Harker (Berks), Jon Dunsinger (Wayne), Dennis Hoerner (PBPP), Jessica Arnold (Warren), Carrie Peters (PCS), Beth Bryant (Fulton), Drew Washabaugh (Fulton), Gretchen Anderson (Dauphin), Meredith Zurin (Dauphin), Margaret Thompson (PBPP), Thomas Dougherty (PBPP), Richard Marinari (Chester), Donna Brown (Chester), Christine Shenk (Bucks), Lisa Redden (Clearfield), Scott Gillespie (Carbon), Todd Bergman (Montgomery), Nick Honyara (Montgomery), JD Maga (Montgomery), Audrey Rakow (Lebanon), Troy Freeman (Tioga), Eric Leydig (Westmoreland), Eric Alwine (Westmoreland), Sandy Halicki (PBPP), Michelle Hair (PBPP), Danielle Hibberd (Delaware), Scott Metzger (Lycoming), Brian Updegrove (Northumberland), Melissa Turner (York), Laura Westover (York), Jamie Forry (York), Michael Stough (York), Carley Sterner (Adams), Geoffrey Willett (Adams), Grace Kendall (Adams), Kelly Ross (York), Joe MacLaughlin (FETC), Paul Singley (Northampton), Roseann Mohn (Northampton), Mark Surovy (Lehigh), Carol Braceland (Huntingdon), Michelle Orris (Perry), Vicki Builisco (Lawrence), Bruno Mediate (Allegheny), Steve Esswein (Allegheny), Donald Overmoyer (York), Rhys Kershaw (York), Joe Dagher (Elk), Karen Lebar (Washington), Douglas Wilburne (Franklin), Dan Prichard (Venango)

Welcome Mark Ledford new Chief of Cambria County!

OFFICER'S REPORTS:

- **PRESIDENT** – We had another successful conference. A huge shout out to Helene who did an excellent job organizing the conference this year!!!
- **VICE PRESIDENT** – Attended APPA in NY. It will be in Philadelphia next summer starting July 29th. They are asking for organizations to help with the conference and Chris feels this would be an

GENERAL BUSINESS MEETING MINUTES

excellent opportunity for our organization to help. It is an excellent conference and Chris highly recommends people attend.

New Chiefs – A lot of new chiefs with the association. Would a mentorship program be beneficial for new Chiefs? The executive committee is considering developing a mentor program. If you are interested in being a mentor or are a new Chief who would like a mentor, please email Chris Murphy and Helene Placey.

- **SECRETARY**- The minutes for the last two meeting minutes went to the association. A motion was made to approve them. Motion was seconded and all voted in favor.
- **TREASURER**- Total balance currently is \$143,156.13. 54 Counties paid full assessments, 1 paid partial and 11 counties have not paid assessments. Some discussion was held about County Controller's that refuse to pay the assessments because they feel it violates the County Code. The association will reach out to our solicitor to research this issue for a response to these Controllers. 59 Counties paid full membership dues, 1 county paid partial and there are 83 associate members. Motion was made to accept the treasurers report, it was seconded and all voted in favor to accept the report.
- **EXECUTIVE DIRECTOR** – Helene thanked everyone for their patience with her as she transitions into this position. Please complete the blue conference evaluation form with your feedback on the speakers, topics, facility location, etc. Helene put out an RFP for hotels. 6 have submitted a proposal so far.

All conference materials will be on the Association website. Some will be on the public portion; others will be on the restricted portion.

Some counties still owe money for conference fees and dues. Helene will contact these counties directly.

Marie Bartosh, chief of Northumberland County was in a serious car accident. Helene passed a card around for her.

Executive board positions are coming up for reelection. If you are interested, please notify Helene.

Helene is maintaining the website; however, it needs to be upgraded. If you have suggestions for improvements, please notify Helene.

Mark discussed getting interns from local college that may be interested in working with Helene.

COMMITTEE REPORTS:

- **STATEWIDE EBP COMMITTEE** – Please review the EBP Blueprint for the December meeting when the association is hoping to get it adopted. The association may be setting up regional meetings to role this out to Chiefs.

JRI II recommendation for a JCJC like entity for adult probation; however, JRI II has not moved, possibly in the fall. There is some possibility of separating out piece from JRI II and moving forward separately. There are positives and negatives to both ways of proceeding. Currently, JRI II is being held up by the DA's Association. Last meeting was with Rep Marsico, but it felt unproductive.

MI Instructors are needed across the state. PBPP is looking for grant funding from a group in NY to bring MI Instructor training to PA. Mark asked for a show of hands to see who is interested in participating in this training. A significant number raised hands.

GENERAL BUSINESS MEETING MINUTES

- **FIREARMS COMMITTEE** – Chairman Graybill asked for endorsement of Michelle Beaver and Eric Christenson as both of their terms are about to expire. Before we do so, the association should be given the opportunity to nominate others. We will need to do this electronically as their terms expire before the next meeting.
Another basic training academy coming up this year. There will be no TTT courses this year, but it will be a focus for next year.
They are testing the new course of fire and are seeking feedback from County CFIs.
- **TRAINING COMMITTEE** – Counties are sharing regional training information to maximize training opportunities and resources.
- **LEGISLATIVE COMMITTEE**- Ignition Interlock piece passed with a few changes. Please see Carl McKee for more details. ARDs are not eligible for Ignition Interlock. Lots and lots of fees and the individual must be current with their payment agreement with COC to be eligible. www.DMV.pa.gov has information for defendants to understand the new law. Carl will send the specifics of where the information is located on the website to Helene who will forward it to the association. All necessary forms are on PennDot's website.
New SORNA law is being monitored by Helene and she will send updates as developments occur.
- **GRANT-IN-AID COMMITTEE** – No updates from Sean Ryan. HB 218 was discussed in depth by the association. Chris is still hearing that cuts are coming. While the budget has passed there is still no funding for the state budget. The budget did not restore JRI funding in the budget though. Hopefully JRI II money will be in the budget to help with cuts in GIA over the years. Chiefs should take the opportunity to educate legislators on the effects of cuts to GIA.
Tom Daugherty indicates GIA remains flat but it is still there.
- **INTER-COUNTY COMMITTEE** – Only one issue with supervision of low risk offenders. Some counties are not accepting low risk offenders. Just be aware of this and work with each other. This information is on the website.
- **PROGRAM COMMITTEE** – No Updates
- **TECHNOLOGY COMMITTEE** – No updates
- **BY-LAWS COMMITTEE** – Nominations for each office must be sent to the membership 30 days prior to the election and must give the membership 30 days to make nominations. Darby Christlieb has agreed to be the Chairman of the Nomination Committee. If anyone has nominations, please email Darby. He will send an email to the membership seeking nominations as well.

STATE AGENCY UPDATES

- **PBPP- PROBATION SERVICES** – No updates
- **PBPP- TRAINING DIVISION** – Greg reports not many updates. PBPP is currently in the middle of a county only BTA. The next County only BTA will be in the beginning of March. Lou will get the information out ASAP. Additionally, the training catalog will be out soon. They are looking for new trainers and topic.
Sally raised that It has been 10 years since County only BTA has been revised. It really needs to be overhauled to include more EBP information. The Training Committee will need to look into this.
If Counties are interested in sending people just for portions of the training, such as MI, they may do so. Just contact Greg.

GENERAL BUSINESS MEETING MINUTES

- **PBPP-INTERSTATE SERVICES** – Margaret reports restrictions from the Interstate Office saying the notices do not limit Counties from sending people, these offenders should be vetted thoroughly though.

Counties can send staff to the interstate office for training. They just presented at BTA. Margaret and her office will also travel to Counties to provide training. Some of these trainings are for Judges and Attorneys.

Staffing changes – They are a bit short staffed right now so please be patient with them.

Margaret is presenting at an extradition training for DA's Offices.

ICOTS National Business meeting is in Pittsburg in two weeks.

- **PA COMMISSION ON SENTENCING** – Ryan Myers provided updates amendment 4 was adopted in June and published already. It will be effective for offenses on or after January 1, 2018 if passed by the general assembly. Proposed amendment 5, is related to increase OGS scores for Fentanyl. Public hearings will be held in Harrisburg in December. The proposal is to increase the score by three times. The commissioner voted to remove arrest as a risk factor on their Risk Tool. It will be replaced with conviction. The tool is still being piloted by 4 counties. These will go into effect in July 2018. The purpose is to use the information to gather more information when necessary such as a PSI or a 4th generation tool. There will be phased role out of the tool. Possible regional meetings will be arranged to help Counties with implementation of the new Risk tool. Fall seminars are scheduled on sentencing. Three are scheduled in October across the state at some differing locations.

- **J-NET** – Web CPIN and facial recognition software but must be a CH user. Kicked off the enhancement for the new password process. They are adding an option to add a phone number for a text. They will be putting more of JNET (probably all of JNet) between two factor authentications for security purposes. JNet added LLEAP information to enhance access to information. This is a role you must request. Federated search will be adding gang information probably by the end of the year. JNet will also be used to add information regarding medical marijuana into Federated search. The deadline will be November 1st. There is pending legal action that may slow down the process though. ODIN is a federal data base to track overdose/naloxone information to track where overdoses are occurring as well as the product used. You will be able to search demographics and physical areas as well as packaging and reporting Naloxone saves.

JNet is able to do intercounty transfer of cases but they need a vendors.

If anyone requests services through JNET, in the next couple of months this will be moving through a new platform so Counties can track where the request is in the process

Dec 13 and 14 is the JNet conference in State College.

Eric Webb reports the Commonwealth is consolidating IT resources. The governor ordered consolidation of IT and HR resources into delivery centers. There will be one for Delivery Center for Criminal Justice IT services. JNet will still exist but the organizational structure will change. Hopefully, this will save money and concentrate knowledge and skill sets under one structure. These changes will begin in January. There will be a steering committee in place. Mark Wilson was invited to be a part of this steering committee of the Delivery Center which gives the Counties a voice in the changes and better coordination of services and a better working relationship. A new organizational chart will be available by March 2018. AOPC is not involved in the Delivery Center as they are not under the Governor. The plan is to invite AOPC and the Sentencing Commission as well to participate.

GENERAL BUSINESS MEETING MINUTES

- **PCCD** – Bob was unable to be here but sent an update. The commission meeting was held last week and the 2016 JAG grant plan. JAG single solicitation grant was awarded for \$7 million over two years. It is scheduled to open in October. Specific objectives and activities are identified in the announcement. The JAG also included \$1 million to support adult probation EBP implementation efforts to offset the loss of JRI money that was not restored in the budget. PCCD will work with the EBP team on the recommendation for use of these funds. County IP grants 2017-18 funds are still up in the air. Emails are going to project directors today. Multiple funding announcements are open currently. Please check the website. PCCD has not received any of the applications they submitted to the Feds.
- **AOPC** – No updates

OLD/NEW BUSINESS

Old Business – None

New Business – Governor’s Advisory Committee is a statutorily created committee to provide recommendations and guidance to the PBPP about County Probation. Rick Parsons has been chairing the committee for 17 years and has been the chairman for 8 years. Rick is stepping down. Mark is finishing his second 4 year term and will be chairing the committee at least for the next year. It is important for the Association to have a strong voice for this committee. There are a number of vacancies on the committee....senator, representative, Judge, and county commissioner. Please get any recommendations to Mark and Rick for these positions. 4 meetings per year and are held at the Parole Board. Sometime the committee is more active than others. Depending on recommendations of JRI II, the Governor’s advisory committee may no longer exist. It may be rolled into the new oversight committee that is created. It is crucial to have the right people at the table.

December General Membership meeting is December 8th

ADJOURNMENT – adjourned at 11:14.