

**General Business Meeting**  
**December 13, 2013**  
**Toftrees Golf Resort and Conference Center**  
**State College, Pa**

**I. Introduction**

The December 13, 2013 Business Meeting of the County Chief Adult Probation and Parole Officers' Association of Pennsylvania was called to order at 9:05 am by President Sally Barry. All attendees stood and recited the Pledge of Allegiance before the American Flag. Sally recognized Jim Gunderman from Dauphin County Adult Probation Department who announced his retirement after 41 years, effective January 3, 2014. Additionally, Chief J. David Hartman of Armstrong County Adult Probation Department announced his retirement, after 36 years.

**II. Officer's Report**

- **President-** Sally indicated that the Executive Board was trying to shorten the General Membership Meetings and cut costs by eliminating the luncheon. She announced that the Chiefs Only (Deputies and supervisors included) meeting held on Thursday December 12, 2013, had a good start. There were 16 individuals who attended the first meeting. There were other various conversations regarding this change and it was agreed to continue with this meeting structure for the March meetings. Sally indicated that she contacted her locate representative concerning House Bill 1779. She indicated that one of the supporters of the Bill removed their name from this piece of legislation, after receiving Sally's letter. Sally announced that a contract was received from Premier Bio Tech to pay the Association a fee for use of drug testing services. A motion was made to sign a contract with Premier Bio Tech by Steve Barnett and seconded by Carl McKee. Motion approved.

- **Vice President-** Nothing to report.
- **Secretary-** President Barry asked for a motion to accept the Minute as circulated from the September 18, 2013 General Membership meeting. A motion was made, seconded and approved.
- **Treasurer-** Chad Libby stated that 53 counties paid their annual assessment fees, totaling 60,215.00. There were 114 who registered for the conference totaling 17,100. 00. There were 23 vendors totaling 20,500.00. Total revenue received from the conference was 37,600.00. There were refunds in the amount of 600.00 for members who were not able to make the conference. Total revenue received in 2013, was 112,240.00 and expenditures were 101,747.00, with a total net income of 10,493.00. The Associations current budget balance is 77,993.93.
- **Executive Director-** Bob McCullough reviewed the 2013 Associations accomplishments. He indicated that Captain Scott Price contacted him and indicated that the Chiefs were doing an outstanding job with the implementation of the Adam Walsh Act.

### III. Presentation

Cpl. Jason M. Winkowski from the Pennsylvania State Police led a discussion regarding the PSP Clean PortalXL system. There was a lot of discuss by the membership regarding the updates of the system.

### IV. Committee Reports

**Program-** Cory Seymour asked for any ideas for next year's conference.

**Training-** Dave Stager has been working with Greg Young, of the PBPP, on the supervisor training program. He indicated that the Association was invited to serve as a founding member of the

advisory board for the newly established Mid-Atlantic Center for Law and Public Safety. The Center will serve the needs of organizations, instructors, and students in the areas of law enforcement, security, corrections, fire and emergency services, and related areas within the Mid-Atlantic States.

**Inter-county-** It was announced that Chris Murphy and some of the Southeastern counties are transferring cases electronically.

**By-Laws-** David Hartman conducted the Associations elections by paper ballot. The results were Sally Barry (President), Mark Wilson (Vice President), Paul Ruffner ( Secretary), Chad Libby (Treasurer), and Chris Murphy ( Member AT-Large).

**Technology-** No further business to report.

**Firearms-** Michelle Beaver stated that the Firearms Commission is looking for ways to cut costs. If anyone has ideas, please let Michelle know.

**Legislative-** Carl McKee made the membership aware of House Bill 1779, which is currently before the House Judiciary Committee. The Association is opposed to this bill and a letter was sent to the Chairman of the House Judiciary Committee, Honorable Ron Marsico.

**Grant-In-Aid-** President Sally Barry read a committee report from Chairman Sean Ryan. The following individuals are on the committee Marie Bartosh, Ron Seyko, Charlie Hoyt, Tom Young, Jayne Smail, Chris Murphy and Mike Gordon. Sean indicated that Marie Bartosh has been instrumental in engaging Northampton County Judge Dally (previously a Pa. House of Representative) in our Grant-In-Aid dilemma. Judge Dally agreed to arrange meetings in Harrisburg with Representatives that he has known for years. On November 12, 2013, some of the committee members,

met with Republican Appropriations and Judiciary leadership Rep. Donna Oberlander and Rep. Michael Pifer (both on the House Appropriations Committee). While the committee was presenting to the group, Rep. Marsico (Chairman of the Committee on Judiciary) joined the discussion and expressed his support for reopening the 1999 Legislative Study. Sean indicated that they had a clear understanding of the connection between GIA(or the lack of it) and JRI. After the meeting, Judge Dally arranged a meeting with Rep. Joe Turzi (Majority Whip) and his Chief of Staff and mapped out a possible strategy for both arguing for an increase in GIA as well as reopening the 1999 Legislative Study. At the end of the day, Judge Dally arranged for the committee members to meet with Katie True (Secretary of Legislative Affairs, Governor's office) and Rene Diehl (Deputy Secretary for law enforcement, Governor's Office). They were noncommittal but indicated that they understood the issues. Judge Dally expressed a willingness to arrange for similar meetings on the Senate side. Sean encourages all chiefs to meet with their local representatives/Senators about these issues. Meetings with representatives are scheduled for January 2014.

**Evidence Based Practice-** Chad Libby made a recommendation to have Bob McCullough write a concept paper and RFP to PCCD. The concept paper would request the hiring of a consultant to guide the Association with the implementation of Evidence Based Practices for county adult probation departments throughout the state. Motion was made by Luann Yohn and seconded by David Hartman. Motion was approved.

## **V. Agency Reports**

**PBPP-** Greg Young presented the PBPP Basic Training Academy classroom schedule for January 6, to February 21, 2014, and May 5, to June 20, 2014.

**CCAP-** Rita Reynolds reported that eight county adult probation departments installed the Unified Case Management System in their counties to date. On November 25, 2013, Lebanon County District Attorney's Office is now online in a combined Unified Case Management system with the adult probation office. She indicated that Dauphin County adult probation department is scheduled to install the software program in late January 2014. Additionally, Westmoreland County is schedule for roll out in March 2014.

**Sentencing Commission-** Carrie Peters reported that the Commission is working on the risk assessment for sentencing. Carrie stated that the 7<sup>th</sup> Edition started in September 2013.

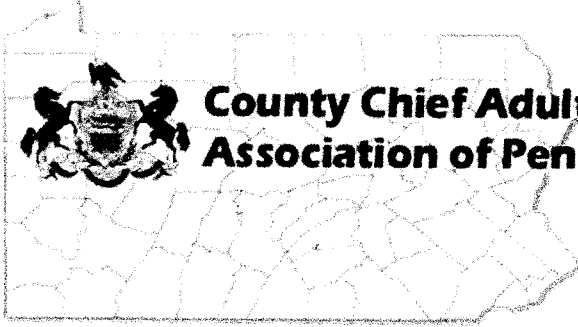
**Interstate-** Margaret Thompson informed the membership that Mike Potteiger is the ERM Chairman. She reported that the Compact Offices were all trained the first week in December 2013. Margaret stated that Web-Ex training will be set up for PBPP field staff and county personnel.

**VI. Old Business-** None

**VII. New Business-** None

**Adjournment**

**Attendance Roster- See attached.**



**County Chief Adult Probation and Parole Officers  
Association of Pennsylvania**

**December 13, 2013**

**Sign- Up Sheet**

<u>Name</u>	<u>Agency</u>	<u>Email address</u>
<u>David Harmon</u>	<u>Armstrong Co Prob.</u>	<u>dharmon@co.armstrong.pa.us</u>
<u>Regina Himes</u>	<u>Armstrong Co Prob.</u>	<u>rbhimes@co.armstrong.pa.us</u>
<u>Tom Shea</u>	<u>Blair</u>	<u><del>TShea</del> TShea@blairco.org</u>
<u>Cory Seymour</u>	<u>Blair</u>	<u>cseymour@blairco.org</u>
<u>Ron Seyko</u>	<u>Allegheny</u>	<u>ronald.seyko@allegheny courts.us</u>
<u>Jayne Smail</u>	<u>Clarion</u>	<u>jsmail@co.clarion.pa.us</u>
<u>Lisa Redden</u>	<u>Clearfield</u>	<u>probadsv@clearfieldco.org</u>
<u>Kerni Kneisley</u>	<u>Lancaster</u>	<u>kkneisley@co.lancaster.pa.us</u>

Iwan John Lycoming County Iwan.john@lyco.org

DAWN BLASIA PBPP

Margaret Thompson PBPP mthompson@pa.gov

Tom Dougherty PBPP tdoughert@pa.gov

DAVE STAGER Tioga dstager@tiogacountypa.us

JEFF SHAW ERIS JSHAW@ERISCOUNTYPA.ORG

Michael Gordon Montco mgordon@montcopa.org

J. J. Sikora Lehigh johnsikora@lehighcounty.org

James Raulul Adams jrowland@adamscounty.us

Michelle Beaver Juniata mbeaver@juniataco.org

Paul Ruffner Jefferson pruffner@jeffersoncountypa.com

Bruce Mediate Westmoreland bmediate@co.westmoreland-pa.us

NICK LOIACONA CRAWFORD naloiaconaco.crawford.pa.us

MIKE HANSBERRY LANCASTER HANSBERM@CO.LANCASTER.PA.US

Carrie Peters PCS carriep@psu.edu

Ehud Libby Dauphin Co. elibby@dauphinc.org

Jim Gunderman " " jgunder@dauphinc.org

Gretchen Anderson " ganderson@dauphinc.org

MIKE SHRAUDER " mshrauder@dauphinc.org

Bob Williams Berks Co. rwilliams@countyofberks.com

Sally A Berry Lebanon Co. sberry@lebanonco.org

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