

County Chief Adult Probation & Parole  
Officers' Association of Pennsylvania

General Business Meeting  
June 11, 2010  
Toftrees Golf Resort & Conference Center  
State College, PA

A. Presentations:

1. Bethesda Family Services

A presentation was made by Dominic Herbst, MS, MA, and Psychologist. Mr Herbst operates Bethesda Family Services Foundation. He presented material on his program "Relational Healing Webcast." It was explained how participants will be personally walked through a journey to heal their emotional wounds that lead to unresolved anger and created a path of denial and destruction.

2. Cognitive Behavioral Group Partnerships

Pennsylvania Board of Probation and Parole  
Gary Holland 717-787-5699 x-379

Mr. Holland explained that Cognitive Behavioral Group Partnerships Program could help change the way offenders think. Currently the PBPP uses this program for life skills training, anger management and drug and alcohol issues. The program is used for offenders with high risk/needs scores and as a sanction. Mr. Holland offered assistance with the collaboration between PBPP and county agencies to work together to run these groups. It is currently a twelve-week program, which meets one time per week.

B. State Agency Updates:

1. Todd Burns (Firearms Education and Training Commission)

Mr. Burns advised AFIS fingerprints are now acceptable for Basic Training. The commission strongly urges psychological evaluations be completed on officers who will be carrying firearms. Mr. Burns reported that the Commission would still train if the evaluation is not mandated. He also reported the Commission strongly urges the use of a JNET watch list for officers who are armed. A new test relating to the classroom portion of the basic training has been developed; it is a 70 question test and officers must score 80% or better to pass. If an officer fails they will have another chance to take the exam.

If a department is requesting in-house legal training, the department must have at least five officers for the Board attorney to attend.

7963b-Continuing education courses that are not already approved must be submitted for approval at-least 90 days prior to be considered for approval.

2. Amy Rehmeyer (CCAP) - Project Director for Phase II of the Data Quality Project reported on the progress of the project.

Mark Proper (CCAP) discussed data quality standards that relate to the National Information Exchange Model. The new pilot program was discussed which is an effort to standardize data and improve data quality by 85 %. The program kicks off on June 30, 2010 and training will begin in thirty-three counties. The benefits to this program are better data, less time spent on reports, and improved reports statewide.

3. Eric Webb (JNET)

Mr. Webb reviewed the newest JNET Updates,

- ER2P- Electronic Reporting of State Statistics and how JNET will begin updating those using DSI.
- CPIN (photos) and how Florida and Michigan photos are now available.
- Virtual notifications as it related to placing Probation/ Parole Officers on a watch list.

4. Carrie Peters (PCS)

Ms. Peters reviewed two new superior court cases.

- Harsley- Triple I (III) is appropriate on a case where there is a mandatory minimum.
- Catt- DUI recidivism provision, supports the HAGG decision, there must be a conviction on the first violation before any subsequent offenses.

In July, the 2009 annual statistical report will be available online only.

5. Bill McDevitt (PBPP)

- Advised that the county statistical reports will be available on the Board's website.
- Grant-in- Aid was discussed and information was provided via power point slides  
The 2010-2011 applications were emailed to the counties.
- Graduate school tuition reimbursement, please contact Tom Dougherty. If current paperwork is not in, get it in now.

6. Greg Young (PBPP)

- Advised the next BTA is scheduled for August 2,2010
- The new training calendar is currently being formalized.

7. Margaret Thompson (PBPP)

-Ms. Thompson discussed the current training program for Interstate transfers, the PBPP agents and that training will be completed by the end of 2010, except for Philadelphia and Chester District Offices.

-Act 100 fees and responses to the surveys that were sent out:

51 counties charge the fee

5 counties do not charge

48 Counties have added the fee on AOPC

Counties took into consideration federal poverty guidelines, student status, handicapped and those with excessive dependants when charging the fee.

- DNA should be completed before the transfer takes place.

- There are two proposed rule amendments

o Sex offender reporting instructions allow sex offenders to get reporting instructions as any other offender, if they can provide documentation of residence.

o If offender only owes cost and fees, the receiving state can close interest in the case.

## 8. Linda Laub (PBPP)

-Discussed the "Right to Know Law" and how the new changes affect the PBPP regarding requests for information, specifically grant-in-aid.

## C. Association Reports

### 1. Mike Potteiger

-Made a motion to adopt the prior meeting minutes;

-Discussed the use of community service and how the counties can reach out to State Parole to do collaborative work for offenders who are ordered to do community service;

-Review of Senate Bill 1275;

**-Jayne Small made a motion and it was seconded for a position paper to fund current unfounded position in county probation/ parole departments.**

-Mike discussed grant-in-aid funding and the increase demand on the services it provides.

- Association Website will be updated soon;

-Nick Honyara of Montgomery County is the new inter-county transfer coordinator for the Association.

### 2. Conway Bushey

-Reviewed the following

-Association Objectives as outlines in the slides;

-Top 8 Reasons to belong to the CCAPPOA;

-Reviewed the Grant-in-Aid from 06-07 thru 10-11;

-Reviewed Association finances through June 2010;

-Reviewed the recent Executive Director Activitie;s

- Discussed the 2010 Assessment and Membership fees;
- Reviewed the following
  - SB-1145, which directs the PCS to adopt a risk, needs instrument for sentencing purposes;
  - SB-1161- legislation that would allow short minimum sentences to be served at a CCC for community based treatment;
  - SB-1275-legislation to establish graduated sanctions for state parole violators;
  - SB-1298- Special funding for Prison and Parole Appropriation Act of 2010.
- Reviewed the "Hardcore Drunk Driving Supervision Guide";
- Reviewed the Calendar of Events.

**County Chief Adult Probation and Parole**

**Officers' Association of Pennsylvania**

**General Business Meeting**

**Toftrees Golf Resort & Conference Center**

**June 11, 2010**

**Roster**

<b>Name</b>	<b>Agency</b>	<b>Name</b>	<b>Agency</b>
<b>Chris Pawlowski</b>	Delaware County	<b>Dawn Blaska</b>	PBPP
<b>Mark Murray</b>	Delaware County	<b>Nick Loiacona</b>	Crawford County
<b>Melissa Repsher</b>	PBPP	<b>Trevor Oates</b>	Crawford County
<b>Greg Young</b>	PBPP	<b>Chris Murphy</b>	Chester County
<b>Lyle Herr</b>	Cumberland County	<b>Michael Gordon</b>	Montgomery County
<b>Dan Hoover</b>	Franklin County	<b>Jason Foltz</b>	Clinton County
<b>Adam Bickford</b>	McKean County	<b>Michelle Beaver</b>	Juniata County
<b>Jodi Tanner</b>	McKean County	<b>Jeff Shaw</b>	Erie County
<b>Carrie Peters</b>	PCS	<b>Charles Holt</b>	Philadelphia County
<b>Jim Chapman</b>	Wayne County	<b>Jayne Smail</b>	Clarion County
<b>Dan Blahusch</b>	Federal Probation	<b>Michael Vecchio</b>	Luzerne County
<b>Thomas Dougherty</b>	PBPP	<b>Andy Urban</b>	Westmoreland County
<b>William McDevitt, Jr.</b>	PBPP	<b>Joseph Mecca</b>	Lackawanna County
<b>Leslee Frymyer</b>	PBPP	<b>Mark Wilson</b>	Lancaster County
<b>Tom McCaffrey</b>	Allegheny County	<b>Kerri martin</b>	Lancaster County
<b>Al Sabol</b>	York County	<b>Thomas Shea</b>	Blair County
<b>Danny McIntyre</b>	Dauphin County	<b>Lisa Ozio</b>	Blair County
<b>Jim Gunderman</b>	Dauphin county	<b>Regina Himes</b>	Armstrong County
<b>Carmen Perfetta</b>	Schuylkill county	<b>Linda Laub</b>	PBPP
<b>Christopher Boyd</b>	Adams County	<b>Gary Holland</b>	PBPP
<b>Dave Stager</b>	Tioga County	<b>Amy Rehmeyer</b>	CCAP
<b>Luann Yohn</b>	Lycoming county	<b>Mark Proper</b>	CCAP
<b>Rich Kipp</b>	The Kipp Group	<b>Michael Potteiger</b>	Dauphin County
<b>Margaret Thompson</b>	PBPP	<b>Conway Bushey</b>	CCAPPOAP



County Chief Adult Probation and Parole Officers Association  
Profit & Loss 2010

	January-10	February-10	March-10	April-10	May-10	Jun-10	July-10	August-10	September-10	October-10	November-10	December-10	Y-T-D
<b>CASH BASIS</b>													
<b>Income/Expense</b>													
<b>Income</b>													
Assessments	11,110.00	25,210.00	4,910.00	3,680.00	0.00	1,830.00	0.00	3,095.00	0.00	0.00	0.00	0.00	48,835.00
Kroll Contribution	734.50	672.25	894.50	1,136.50	990.50	732.25	963.75	805.25	0.00	0.00	0.00	0.00	6,929.50
Medtox Contribution	212.50	0.00	0.00	0.00	0.00	0.00	0.00	731.25	0.00	0.00	0.00	0.00	943.75
Membership Dues	900.00	1,340.00	610.00	380.00	50.00	100.00	70.00	130.00	20.00	0.00	0.00	0.00	3,600.00
Miscellaneous Income	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
Conference/Vender Fees	0.00	0.00	0.00	0.00	0.00	2,400.00	3,950.00	10,950.00	4,000.00	0.00	0.00	0.00	21,300.00
<b>Total Income</b>	<b>12,957.00</b>	<b>27,222.25</b>	<b>6,614.50</b>	<b>5,196.50</b>	<b>1,040.50</b>	<b>5,062.25</b>	<b>4,983.75</b>	<b>15,711.50</b>	<b>4,020.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>82,808.25</b>
<b>Expense</b>													
Cell Phone/Internet	106.82	106.60	106.60	95.10	100.62	101.01	100.63	102.17	0.00	0.00	0.00	0.00	819.55
Liability Insurance	0.00	0.00	0.00	0.00	415.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	415.00
Conference (September)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	105.77	0.00	0.00	0.00	330.77
Meeting Expense	0.00	0.00	1,502.11	0.00	0.00	1,641.34	0.00	0.00	0.00	0.00	0.00	0.00	3,143.45
Miscellaneous	0.00	0.00	95.14	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	345.14
National Conference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,288.39	0.00	0.00	0.00	0.00	1,288.39
Office Supplies & Expenses	126.41	32.43	796.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	955.62
Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounting	0.00	0.00	0.00	595.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	595.00
Legal Fees	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	3,003.21	0.00	0.00	0.00	0.00	4,503.21
Travel	0.00	0.00	117.72	0.00	0.00	170.09	0.00	0.00	0.00	0.00	0.00	0.00	287.81
Web-site	0.00	0.00	0.00	0.00	0.00	0.00	810.00	0.00	0.00	0.00	0.00	0.00	810.00
Salary-Executive Director	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	0.00	0.00	0.00	37,499.94
<b>Total Expense</b>	<b>5,899.89</b>	<b>4,305.89</b>	<b>6,785.01</b>	<b>4,858.76</b>	<b>4,682.28</b>	<b>6,329.10</b>	<b>5,077.29</b>	<b>8,785.43</b>	<b>4,272.43</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,993.88</b>
<b>Net Ordinary Income</b>	<b>7,057.11</b>	<b>22,916.36</b>		<b>339.74</b>				<b>6,926.07</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31,814.37</b>
<b>Other Income/Expense</b>													
Interest Income	0.00	22.52	20.35	22.54	20.71	16.57	13.44	13.90	13.90	0.00	0.00	0.00	143.93
<b>Total Other Income</b>	<b>0.00</b>	<b>22.52</b>	<b>20.35</b>	<b>22.54</b>	<b>20.71</b>	<b>16.57</b>	<b>13.44</b>	<b>13.90</b>	<b>13.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>143.93</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>22.52</b>	<b>20.35</b>	<b>22.54</b>	<b>20.71</b>	<b>16.57</b>	<b>13.44</b>	<b>13.90</b>	<b>13.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>143.93</b>
<b>Net Income</b>	<b>7,057.11</b>	<b>22,938.88</b>		<b>362.28</b>				<b>6,939.97</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31,958.30</b>

Northwest Bus Insur Money Fund      40,935.12  
Northwest Checking                      65,680.87  
Total Cash                                      106,615.99