

3/14/2014

General Business Meeting
March 14, 2014
Toftrees Conference Center
State College, PA

Attendance: Bob McCullough, Sally Barry, Mark Wilson, Chad Libby, Paul Ruffner, Regina Himes, Heather Hiester, David Stager, Carrie Peters, Michelle Beaver, Todd Harpster, Steve Houloose, Ed Joyce, John Sikora, Jim Miller, Laura Rowland, Jeff Shaw, Doug Ritson, Ryan Meyers, Jason Foltz, Tom Dougherty, John Yarnell, Todd Burns, Andy Novak, Bob Williams, Tim Guisler, Chris Murphy, Sean Ryan, Michael Gordon, Margaret Thompson, Dawn Blaska, Rebecca Hudoba, Luann Yohn, Ron Seyko, Bruno Mediate, Vicki Saylor, Jayne Smail, Cory Semour, Tom Shea, Amy Coleman, Kerri Kreisley, Carl McKee, Audrey Rakow, Stephen Tone, William McDevitte, Jr.

Meeting called to order by President Sally Barry at 9:05 a.m. Welcome newly appointed Chief of Armstrong County, Regina Himes. Welcome to newly appointed Chief of Mifflin County, Todd Harpster.

Motion made by Jayne Smail, seconded by John Sikora to approve minutes of December 2013 meeting. Motion passed.

Paid Memberships Chad Libby indicated that as of today there are 44 paid members with a total membership fee collection of \$4,040.00. Last YTD was 53 members. Members were to pay by March 3, 2014.

IRS Tax Return: Bob McCullough stated that Bill Shideleff (Bucks County) will be preparing the tax return for this year at a cost of \$475. Form 1099 has been sent to Bob.

Motion made by Carl McKee and seconded by Vicki Saylor to Modify Budget to approve reimbursement of Committee Chair's Meeting Expenses for relevant expenses (i.e. meals, mileage, tolls, parking fees). Motion passed.

Committee Reports

- **EBP** report from Chad Libby that meetings have taken place from November through February. PCCD funding for Grant has increased from \$20,000 to \$30,000. The Request for Proposal (RFP) is in finishing stages and will be submitted after the EBP meeting this afternoon. It will be published in required journals next week (APPA website in Harrisburg). Proposal calls for \$15,000 for EBP Consultant/Planner and \$15,000 for Workload Analysis. Plan is to start work on this project on July 1, 2014 for six (6) months. Chad expressed appreciation for assistance received from PCCD and JCJC.

- **Grant-In-Aid:** report from Chris Murphy. Committee has had a series of meetings including an October 2013 meeting with State Legislatures and House Appropriations Committee. Northampton County Judge was very involved in the early stages of the process to pass HR 619. Chris also extended thanks to Judge from Lehigh County who also hosted a meeting with committee members in Harrisburg discussing the Justice Reinvestment Initiative and GIA. At the Budget Meeting on Feb. 12, 2014 Clarion Representative Donna Oberlander was an advocate for Probation (her husband is a State Parole Agent). Additionally, DOC Secretary John Wetzel seems to be advocating for County Probation as well. Committee members and Executive Board Director McCullough, Barry, and Wilson met with Brinda Penyak, Deputy Director of CCAP in efforts to make Chief's Association more proactive to issues.

Bob McCullough noted that Ms. Penyak has 16 full-time employees and 2 lobbyists at her disposal. Bob sent thank you letters to Senator Jake Corman and Representative Joseph Markosek for their assistance in meetings with committee members. A suggestion was made to send plaques to them for their support.
There was no formal motion or second.

- **Other:** David Stager (Tioga County) led discussion of PBPP Supervision Fee issue being considered State Revenue that is generated back to the county. He reports that this issue is on the agenda for CCAP in August. Also, described how counties may generate reimbursement for costs of operations (heat, electric, etc). Ed Joyce from Pike County noted that direct/indirect costs for Domestic Relations and CYs are doable for Probation Departments. Indirect costs centers include payroll, personnel affiliated cost centers, sheriff's costs, etc.
- **Legislative:** Carl McKee reported on HB 1347 of 2013- in House Judiciary Committee provides that in excess of \$2,500 in Lottery winnings and Tax Refunds can be intercepted for Fines, Costs, and Restitution to Probation.
 - HB 1985 of 2013- Reinstated retroactive legislation to fill gaps in Megan's Law registrations. This HB passed on March 12, 2014 under Commonwealth vs. Neeman.
 - HB 1779- PFA violators require GPS services. Chief's association wrote letter opposing this objective due to lack of a funding source.
 - HB 1036- Ignition Interlock/Fed requirements on 1st offense DUI. Carl questioned who oversees this project and what is funding stream.
- **Program:** Cory Seymour reported that Chief's Conference will be from September 14th through September 17th. Plan is for three trainings running ½ day each. Workload Analysis, Trauma Informed Care and Ethics and Leadership will be focus groups.

- **Technology:** Bruno Mediate reported on Conference Call with UCM scheduled for Westmoreland County on 4/14/14. There is Technology Tab on Website that users can share thoughts on how equipment functions. There is Job Posting Site, and the inter-county transfer subcommittee is working to add a site as well. Members' area can be accessed by: username:chiefs and password: Chiefs11.

Bob McCullough noted that Rita Reynolds will be allotted time from 8:00a.m. - 9:00 a.m. on June 27 prior to the General Business Meeting to provide updated information on UCM system.

- **Training:** Dave Stager reports that training aimed specifically for supervisors will be forthcoming, along with EBP training in-line with JCJC and MI booster trainings. Also Cory Seymour applied for Executive Excellence Training at Sam Houston State University. Past graduates describe this training as excellent.

Bob McCullough presented informational flyer on PBPP training featuring Lt.Col David Grossman – The Bulletproof Mind. Also, there will be Basic Training Academies on May 19-30, 2014 and Defensive Tactics June 2-6 and another BTA on September 22- October 3, 2014 with Defensive Tactics on October 6-10, 2014.

Todd Burns reported classes for Course #8 (Marksmanship) will be in Erie Area. The firearms courses are posted for this year.

- **Bylaws:** No report
- **Inter county Transfer:** Reported change in notification form for nontransferable cases: PCCD to let Probation Officers know of offenders living in their county. This gives receiving county probation departments the opportunity to accept supervision.

Guest Speaker: Rebecca Hudoba from Premier Biotech Inc. gave presentation on the drug testing devices available through her company. K-2 is “second most popular” drug among juvenile abusers and there is now an effective and reliable instant screen available. Also, Pennsylvania leads the nation in amount of buprenorphine prescribed by physicians. There is better technology for screening for pain medications. There are also a lot of changes in oral fluid testing. Premier Biotech Inc. has an agreement with CCAPPOAP with preferred pricing and proceeds are donated back to the Association.

PBPP Agency Update: Bill McDevitt reported 2014-2015 funding at \$16,222,000. This represents a flat rate of 30.5% which is 0.5% less than 13-14 figures. GIA made 1st payment to counties and the 2nd payment is invoiced for 3/21/2014. Supervision Funds have received 1st payment, with 2nd payment scheduled for June/July, 2014.

PBPP-Interstate Services: Margaret Thompson reports that 3/1/14 amendments are in effect. 1) Transfer from VA hospital to hospital is now a mandatory transfer. 2) Detainers to another state, if a valid parole plan is in place, do not need to return to PA to sign paperwork. Can remain in receiving state and ask reciprocal state to do reporting. 3) Receiving state will not take parolee if there is a pending Felony or new violent crime in initiating state. If bail is made, then issue warrant after resolution of case. 4) There is no longer a definition of “violent offender” in ICOTS. Margaret reminded those in attendance that there are WebEx trainings generally one time per month. Bucks County came to PBPP to learn the system, and staff will come to individual offices to train as needed.

PBPP –Firearms Commission: Todd Burns reports that Basic Firearms courses will be held in April and September. The focus this year for in-service is a new live fire Course 8 which requires 272 rounds of ammunition. It will be offered in Erie on August 12 and 13th, 2014. It is described as Advanced Fundamentals of Handgun Marksmanship.

PA Sentencing Commission: Carrie Peters reports that the reisk assessment tool the Commission is working on defines risk as “risk of rearrest. A preliminary study is underway in Allegheny, Philadelphia, Westmoreland and Blair Counties. This study will look at eight (8) factors: Gender, Age, County of Arrest, Prior Drug Arrest, Offense Gravity Score, # of prior arrests, Current Property Offense, Prior Property Offense. There is potential for revision in Sentencing Guidelines based upon this study in the future (1-2 years).

Act 105 of 2013 provides for enhancement of sexual abuse of children based upon number of pornographic images related to the offense. The Pa Crimes Code would be enhanced by adding 6 months, 12 months or 18 months to current sentencing structure. The time-frame is public hearings in May, 2014 and Sentencing Commission meeting in June, 2014 and changes may be adopted.

If adopted, the new amendments to 7th edition would be effective this fall.

SGS Web has annual report from 2013 data. System needs SID/OTN numbers to be effective. In May, users can run status reports to find cases with missing information.

Sentencing Commission has seminars posted on their website for 6 hours and 2 hours. Trainings will be offered for 6 hours on April 18th in Clarion, May 6th in Mars and June 13 in Malvern. 2 hour sessions will be offered on April 10 in Somerset, April 6th in Williamsport, June 12 in State College and June 25 in Clarks Summit.

CCAP: Heather Hiester reported on Quarter 7 as challenging. Discussion about user-interface with Westmoreland and Dauphin Counties stating there was no direct interface with data works.

Forms standardization is being addressed as well, with each County user having the option to customize reports. The interface with JNET is complete; CJIP was also fed into UCM. AOPC is looking at fines, costs and restitution data. Analytical data (such as #DUI's, #IP sentences) are being customized for sort/tracking functions. There are some charge codes that are not matching with State Statistical Reports. Data conversion is very time consuming with data cleanup taking an average of 6 months to get system running. Cleanup of legacy data is key to make effort less cumbersome in future and suggestion made to limit the number of personnel entering data into the system so that information received is consistent.

UCM has a meeting next week, and Sally is meeting with Bob McCullough on seven (7) pages of concerns with UCM.

JNET : No Report

Unfinished Business: Extra jackets in limited sizes are available

New Business: Conference ideas presented: 1) Leadership and Ethics
2) Trauma Informed Care with Jennifer Lopez
3) Work Load Analysis

Day Three agenda will include Open Forum

Chief's forum went well last night with 22 in attendance. The next Chief's/Supervisor's forum is scheduled for June 26, 2014 and it will be poolside, weather permitting.

EBP will have a meeting today at 12:45.

2014 CCAPPOAP Budget Report
General Membership Meeting
(March 14, 2014)

The below 2014 CCAPPOAP Budget Report as of March 13th 2014:

1. 2014 CCAPPOAP Assessment Fees

- a. 41 Counties paid their assessment fee
- b. Total 2014 assessment fees received = \$51,230*

* This total also reflects 2014 assessment fees paid in December 2013.

2. 2014 CCAPPOAP Membership Fees

- a. 48 Counties paid for Full Membership = \$2,400
- b. 82 Associate Memberships = \$1,640
- c. Total Membership Fees collected = \$4,040

3. Total Revenue Received

- a. \$43,180 #

This total includes revenue received in 2014. Remember, we received 2014 assessments and membership dues in December 2013 (\$12,090)

4. Total Expenditures

- a. \$27,187

5. Total Net Income

- a. +\$15,993

6. Current Budget Balance

- a. \$101,774.84