

**County Chief Adult Probation and Parole Officers Association of PA**  
**General Business Meeting**  
**Thursday, June 21, 2024**  
**The Graduate Hotel & Conference Center, State College and Zoom**

**Chief POs in attendance in person:** Renawn Harris (Allegheny - Proxy), Dan Heydt (Berks), Scott Bailey (Blair), Toni White (Cambria), Steve Fingado (Cameron), Kristen Berke (Carbon - Proxy), Ryan Smeltzer (Centre), Chris Pawlowski (Chester), Mike Blum (Clarion), Trevor Oates (Crawford), Doug Wilburne (Cumberland - Proxy), Chad Libby (Dauphin), Chris Kessler (Erie), Trevor Oats (Forest - Proxy), Doug Wilburne (Franklin), Len Hahn (Huntingdon), Tracy Gordon (Jefferson), Michelle Beaver (Juniata), Audrey Fortna (Lebanon), Pam Sheffer (Lehigh), Nick Wolfkiel (Mifflin), Bernie Sikora (Monroe), Kathy Subbio (Montgomery), Tim Heitzman (Northumberland), Michelle Orris (Perry), Jeffery Angradi (Pike), Steve Daugherty (Tioga - Proxy), Scott Kerstetter (Union), and April Billet (York)

**Chief POs in attendance via Zoom:** Krisiti Fields (Adams), Ian Thompson (Beaver), Bernard Smith (Bedford), Justin Popivoch (Bradford), Michael Harrison (Bucks - proxy), Douglas Ritson (Butler), Shawn Burkhardt (Clearfield), Jason Foltz (Clinton), Donald Coleman (Columbia/Montour), Christine Katch (Delaware - Proxy), Jen Quagliani (Elk), James Caccimelio (Fayette), Dan Miller (Fulton), James Decker (Indiana - Proxy), Meghan Osborne (Lackawanna - Proxy), Jen Nissley (Lancaster), James Jendrysik (Lawrence), Kevin Perlake (Luzerne), Brian Abel (Potter), CJ Begansky (Schuylkill), Colin Devaney (Snyder), Dave Roman (Somerset), Julie Bullard (Venango), Lisa Salak (Wayne - Proxy) and Eric Leydig (Westmorland)

**Others in attendance in person:**

Brendan Harker (Berks), Bryanna Davis (Berks), William Mann (Chester), Meredith Zurin (Dauphin), Andrew Cooper (Dauphin), Adam Oakes (Jefferson), Colton Spade (Mifflin), Steph Landes (Montgomery), Brian Updegrove (Northumberland), Jared Sechrist (York), Mike Stough (York)

Helene Placey (CCAPPOAP), Abbey Geffken (PA Assoc Treatment Court Professionals), Rick Parsons (Carey Group)

**Others in attendance via Zoom:** Karly Sterner (Adams), Amanda Jackson (Butler), Amy Petricca (Butler), Rebecca Showers (Chester), Sandi Larsen (Chester), Kristine Shaffer (Clarion), Derek Morey (Elk), Jen Luciano (Lancaster), Katlyn Wildberger (Lancaster), Chris Frye (Lebanon), Renee Ficzkowicz (Montgomery), Carol Mullen (Somerset), Roger Voight (Somerset)

Owen Kelly (AOPC), Robert Sisock (PA Commission on Sentencing), Dan Hoover (PCCD), Joe MacLaughlin (PCCD), Nancy Heisler (PCCD), Frank Scherer (PCCD), Tristan Gardner (ezJustice), Brian Stuehl (CDI BTM), Kevin Griffin (Connectrex)

*Note: There were other individuals on zoom that were not able to be identified.*

**Meeting called to order:** by President Doug Wilburne at 9:00 am and started with the Pledge of Allegiance.

Secretary Toni White and Helene Placey took roll call of all county chiefs in attendance. It was determined a quorum had been established.

## **OFFICER'S REPORTS**

### **President**

Doug Wilburne welcomed all those attending the meeting. He attended the recent PJ-PACM conference as an invited representative of the Chiefs Association. One of the interesting conference sessions was on Act 57-2020 relating to the hiring/separation database for law enforcement and peace officers. Doug said the panel presentation included two probation representatives (Danielle Hibbert, Chief, Delaware County and Jen Nissley, Deputy Chief, Lancaster) as well as the court administrator in Lycoming County. It was an interesting discussion and AOPC confirmed that there are still a small number of county court departments using the MPOETC database. The panel relayed numerous advantages of using the system.

### **Vice President**

Chris Pawlowski shared to the members there was good, informal discussion as the previous evening chiefs' meeting related to Act 44 of 2024. The new legislation will continue to be revisited as we anticipate possible appeals to some counties and courts varying interpretations.

### **Secretary**

Toni White asked for approval of March 28, 2024 minutes

A motion was made by April Billet to approve the minutes. Second by Len Hahn. A vote was taken and the motion passed unanimously.

### **Treasurer**

Len Hahn reviewed the 2<sup>nd</sup> quarter Treasurer's report for 2024 showing an ending balance of (as of 4/1/24) \$227,111.44

### **Executive Director Report:**

Helene Placey reported the following:

- 100% Chiefs memberships are paid
- Associate memberships (non-chiefs) 158 paid which is a 3% decrease from 2023
- Assessments- 64 counties are paid (98%)
- PA State budget is still pending
- MI booster training for 38 certified trainers was held
- MI train the trainer cohorts to be scheduled
- ORAS booster training scheduled, 3 classes currently scheduled
- ORAS train the trainer to be scheduled
- Reminder: CCAPPOAP annual conference is September 16 & 17 at the Penn State Hotel

## **COMMITTEE REPORTS**

### **EBP Committee Report**

Doug Wilburne, Chair

- BJA grant is ending
- Held 8-week virtual leadership academy for demonstration & learning site counties
- PA team will be attending BJA convening meeting September in Virginia
- Still accepting TTT nominees

### **Implementation Workgroup**

Co-chairs: Doug Ritson & Ashlee Lynn

- Held webinar on caseload size April 18
- Upcoming webinar on *Effective Responses to Behaviors of those under community supervision* scheduled June 27. Supporting documents will be on website
- Trying to promote regional quarterly Chiefs meetings for adult probation to mirror the Juvenile probation regional meetings (not create separate meetings, but to piggy back). Looking for volunteers to help get started. If interested email Doug or Rick

### **Training Workgroup**

Co-Chairs: Scott Kerstetter & Jessica Vanderzille

- The EBP Overview E-learning is up and running. Staff can find the link to register on chief's website. The course is free to all county probation staff
- New videos posted on the chiefs EBP webpage including Probation Officers Building Relationships, Overcoming Resistance to Change, and Developing Professional Alliance
- Still needing additional candidates to become trainers in EBP, MI, and ORAS

### **Effective Interventions Workgroup**

Co-Chairs: April Billet & Jenn Wright

- Held webinar on Effective Correctional Programs on May 23
- Completed the Success Plan (case plan) training curriculum
  - Encouraged counties to participate in training
  - Initial training in 3 pilot counties scheduled in July
  - statewide training rollout will begin in September
  - Additional training will include Train the Trainer

### **Communications Workgroup**

Co-Chairs: Doug Wilburne & Darby Christlieb

- Continue holding monthly meetings
- PPCJI monthly email/newsletter has seen an increase with signups for email newsletter
- Encourage chiefs to staff to sign up all their staff
- New EBP briefs posted on the Stakeholder webpage
- New Voices from the Field posted on the Stakeholder webpage

## **Data & Quality Assurance Workgroup**

Co-Chair: Chris Pawlowski & Pam Sheffer

- Completed review data from the Caseload survey. Webinar to be held July 11 on survey results
- Continue to work on uniform data and definitions
- JNet recidivism dashboard update

## **Communications Committee Report**

Report from Doug Wilburne, Chair

- Salary survey completed and posted on the chief's members webpage. It could be used to help get increases staff salaries.

## **Inter-County Affairs Committee Report**

Report from Pam Sheffer, Chair

- Posted updated intercounty transfer guidelines
- Included new recommendations for early termination and probation status report; effective 6/11/2024
- Continue to send updates regarding county point of contacts to Pam and Helene

## **Policy & Legislative Committee Report**

Report from Todd Bergman, Chair

- Act 44 of 2023-probation reform; early termination of supervision
  - Effective 6/11/2024 sentences and resentences imposed
- Other recently enacted legislation
  - ACT 16 of 2024-amends Megan's Law
  - ACT 17 of 2024-amends title 35: Xylazine becomes schedule III
  - ACT 18 of 2024-creates distracted driving

## **Racial Diversity Committee Report**

Report from Renawn Harris, Chair

- Mission Statement project completed; need counties to look at their mission statement
- Working on survey addressing county needs for this committee
- Some departments/officers getting more involved in the community (volunteering)

## **Training & Education Committee Report**

Report from Chris Pawlowski, Chair

- Lunch and learn webinars continue in 2024
- Conference
  - Registration announced to all members
  - Finalizing speakers and session topics
  - Offsite member social will be back
  - New - Sunday evening welcome reception (for those in town)

## **CAPPAC & CAPPAC SUBCOMMITTEE UPDATES**

### **Funding Subcommittee** – Vice Chair, April Billet

- There is no increase to grant and aid funds; new GIA funding formula will be phased in over next couple years

### **Standards Subcommittee** – Chairman, Scott Kerstetter

- Recommended additional of one new standard related to Act 44 of 2024
- Next meeting in October; no new standards on the horizon

### **Firearms Subcommittee** – Members Tim Heitzman, Michelle Beaver, Chad Libby - no report

### **Training Subcommittee** –Chair, Dan Heydt

- Looking to review and possibly refresh BTA curriculum
- The Chiefs will be surveyed for input
- Still a need for certain certified trainers at BTA

## **STATE AGENCY UPDATES**

### **PCCD**

Dan Hoover & Joe MacLaughlin

- Racial and ethnic disparity project was conducted; pilot counties asked to complete survey sent out from Temple University
- PCCD approved updated language related to four of the training standards
- PCCD approved new standard related to Accelerated Early Review Conference (B.26)
- New 3<sup>rd</sup> edition Operating Standards will be posted on PCCD website
- Waiting for PA State budget to pass (hoping to see the \$4 million increase pass)
- PCCD finalizing the Defensive Training tactics course for delivery
- Anticipate a train-the-trainer DT course (depending on budget)
- Will be sending out save the date on workshop “New Generations – How to Recruit, Retain, and Motivate the New Generation”; will be held November 21-22 in State College; target audience is courts and corrections
- BTA – completed the 3<sup>rd</sup> BTA of 2024 last week
- Next BTA will start September 9; followed by final BTA November 5

### **AOPC**

No Updates

### **DOC - Interstate Services**

Report from Matt Reed, Director & Deputy Compact Administrator

### **JNET**

No update

## **Commission on Sentencing**

Report from Robert Siscok

- SGS web updates to include Act 44 provisions
- PRS training coming
- All PCS trainings are found on website under Education & Outreach

## **PA Association of Treatment Court Professionals**

Report from Abbey Gefken

- Senate Bill 453 DUI reform - still pending in legislature
- PATCP Conference October 9-11, 2024 at Penn Stater Hotel

## **PA DUI Association**

Report from Leo Hegarty

- PA DUI annual meeting November 20-22 at Seven Spring Resort

## **DOC - Court Services**

No update

## **DOC-Field Services**

No update

## **DOC-Reentry**

No update

## **DOC - Interstate Services**

No update

## **PA Association of Case Management**

No update

## **OLD BUSINESS**

None

## **NEW BUSINESS**

- FBI's Treat Assessment and Mitigation Teams - Information shared by Mike Stough, York County. Special Agent Eric Patterson coordinator was supposed to be in attendance but due to a last-minute conflict, couldn't make it. He will be presenting a breakout at the upcoming September conference
- Chief PO retirements:
  - Roger Miller, Perry County (May)
  - Mark Surovy, Lehigh County (May)
  - Andy Hathorn, Cameron County (May)
  - Mark Wilson, Lancaster County (May)

- New Chief appointments:
  - Janene Holter, Carbon County (April)
  - Pam Sheffer, Lehigh County (May)
  - Steve Fingado, Cameron County (June)
  - Michelle Orris, Perry County (June)
- Chief vacancy – Lancaster County
- Remaining 2024 quarterly membership meetings
  - September 17 at Penn Stater (no chiefs only meeting)
  - December 6 at Hyatt Place (December 5 @ 5:00 p.m. chiefs only meeting)
- Annual conference: September 16-17 at Penn Stater Hotel

Meeting adjourned

Respectfully submitted,  
Toni White, Secretary