

County Chief Adult Probation and Parole Officers Association of PA

General Business Meeting

Friday, March 27, 2026

The Hyatt Place, State College and Zoom

Chief POs in attendance in person: Alan Pelton (Allegheny), Regina Himes (Armstrong), Ian Thomson (Beaver), Dan Heydt (Berks), Scott Bailey (Blair), Steve FinGado (Cameron), Ryan Smeltzer (Centre), Chris Pawlowski (Chester), Jason Foltz (Clinton), Trevor Oates (Crawford), Darby Christlieb (Cumberland), Gretchen Anderson (Dauphin - Proxy), Chris Kessler (Erie), Mark Rhoads (Forest), Doug Wilburne (Franklin), Len Hahn (Huntingdon), Michelle Beaver (Juniata), Jennifer Luciano (Lancaster), Audrey Fortna (Lebanon), Pam Sheffer (Lehigh), Nick Wolfkiel (Mifflin), Bernie Sikora (Monroe), Timothy Heitzman (Northumberland), Michelle Orris (Perry), Jeff Angradi (Pike), Troy Freeman (Tioga), Scott Kerstetter (Union), Isaac Hastings (Venango), Keith Shaffer (Wayne), April Billet (York)

Chief POs in attendance via Zoom: Kristi Fields (Adams), Justin Popovich (Bradford), Mike Harrison (Bucks), Doug Ritson (Butler), Alane Policicchio (Carbon), Mike Blum (Clarion), Danielle Hibberd (Delaware), Derick Morey (Elk), LeRoy Townsend (Fayette), Dan Miller (Fulton), Craig Wise (Greene), Amanda Leonard (Indiana), Tracy Gordon (Jefferson), Megan Osborne (Lackawanna - Proxy), Kevin Perluk (Luzerne), Dave Goodwin (Lycoming), Kathy Subbio (Montgomery), Paul Singley (Northampton), Colin Devanney (Snyder), Dave Roman (Somerset), Joe Barry (Susquehanna), Mike Walters (Warren), Eric Leydig (Westmoreland)

Others in attendance in person: Nicholas Volo (Berks), Andrew Cooper (Dauphin), Kate Connelly (Dauphin), Abby Krepps (Juniata), Kristin Berke (Lehigh), Christine Darrah (Lehigh), Brian Updegrove (Northumberland), Saira Olson (Tioga), Lisa Salak (Wayne), Donald Overmoyer (York), Sarah VanScyoc (York)

Helene Placey (CCAPPOAP), Rick Parsons (Carey Group), Nevin Warner (AOPC)

Others in attendance via Zoom: Kim Smith (Adams), Ashley Lynn (Allegheny), Renawn Harris (Allegheny), Bryanna Davis (Berks), Amy Petricca (Butler), Kimberly Cooper (Carbon), Sandi Larson (Chester), Rebecca Showers (Chester), Craig Geisel (Chester), Kristy Shaffer (Clarion), Christine Katch (Delaware), Geoffrey Willett (Franklin), Dave Eckert (Franklin), Alfredo Pisa (Lackawanna), Jennifer Nissley (Lancaster), Joe Schauen (Lancaster), Chris Frye (Lebanon), Erik Fortin (Lycoming), Renee Ficzko (Montgomery), Jen Tamblyn (Pike), Carol Mullen (Somerset), Roger Vought (Somerset), Mike Stough (York), Jared Sechrist (York), Melissa Plotkin (York),

Kevin Griffin (Connectrex), Tristan Gardner (ezJustice), Brian Steuhl (GovAI), Jim Beck (GovAI), Michael Leister (PCCD), Angi Crater (PCCD), Nancy Heisler (PCCD), Frank Scherer (PCCD), Amelia Marsh (JNET), Tien Ho (DOC-Interstate Services), Matt Reed (DOC-Interstate Services), Robert

Sisock (PA Commission on Sentencing), Abbey Geffken (PATCP), Leo Hegarty (PA DUI Association), Aaron Gold (PA DUI Association)

Note: There may have been other individuals on Zoom that were not able to be identified.

Meeting called order: by President Doug Wilburne at 9:00 a.m. with the Pledge of Allegiance. Secretary Scott Bailey and Helene Placey took roll call of all county chiefs in attendance. It was determined a quorum had been established.

OFFICER REPORTS

President Doug Willburne

- The association has vacancies in the Communications Committee and the Policy and Legislation Committee. We need one or two more people to serve on the Communications Committee, and with Todd Bergman retiring today, a new Chair for the Policy and Legislation Committee will be needed. Candidates do not need to be a Chief but must have a willingness to put in the work. Please email Doug Willburne or Helene Placey if interested in volunteering to serve on a committee.
- Possible changes to the association's name are being considered due to the current name being so long. There would be a lot involved with the name change so consideration for a DBA (Doing Business As) change is also an option. Recommendations on the matter will be discussed at the next meeting.

Vice President Chris Pawlowski

- Recognized all the hard work that staff is doing to get ready for the upcoming Specialty Court certifications due to the new standards that are now in place. Counties will need to have the certification moving forward to run a Specialty Court program.
- BTA is going on now. Thank you to all the counties who have allowed staff to participate as instructors and to Dan Hoover.

Secretary Scott Bailey

- Action Item: Scott Bailey asked for approval of the December 5, 2025, membership meeting minutes. Motion to approve the minutes by Len Hahn (Huntingdon); seconded by April Billett (York). All voted in favor. Motion passed. Minutes approved.

Treasurer Audrey Fortna

- 2026 operating budget was approved via email by voting members (53-0)
- 2026 first Quarter beginning balance - \$204,154.97. Ending balance per report is \$250,927.29. This does not include two additional deposits that were received after the report was generated.

Executive Director Helene Placey

- Commonwealth's proposed \$57,702,000 budget for probation has not yet been approved, but per law it should be approved by June 30.
- Funding will be shown in a single line item, not three as in previous years (Grant in Aid, CIP and JRI II). PCCD will still be separating funds into three different funding announcements.
- EBP Implementation Grant set to expire in June, but an extension is going to be requested to be used for additional train the trainer classes.
- Completed an ORAS training of trainers; 12 newly certified instructors.
- Currently 10 trainer candidates in process to become certified MI instructors.
- Case Planning train the trainer class is upcoming (May).
- Women's Risk Need Assessment training pending. Candidates must complete end user prior to train the trainer.
- 4 Core Competencies pending. Candidates must complete end user prior to train the trainer.
- Please keep train the trainer candidates coming!!
- 89% of counties have paid their association dues so far this year. Assessment payments are down, with only 57 counties paid so far. Please make every effort to pay as soon as possible as we want to see the association continue to grow. Contact Helene if there is anything she can do to assist.
- Chief milestones were acknowledged. Congratulations on your accomplishments!
- Probation and Parole week will be July 19-25, 2026.

COMMITTEE REPORTS

Communications Committee Doug Willburne, chair

- 2026 Salary Survey has been completed with 100% completion rate. Survey is completed every 2 years. Adjustments to the survey continue to come in and updated results will be posted on the website.
- Annual Caseload Survey deadline has passed but there are still 4 counties that have not completed it. Please do your best to complete the survey as soon as possible. Results of the survey will be sent to Davis Consulting to analyze the data.
- Stakehold Survey – 108 total responses from 50 counties received which surpassed expectations. Results of the survey were reviewed.
- Rick Parsons added that the results of the survey show that there are other stakeholders out there that want to learn more about EBP. We are hoping to find opportunities to partner with other associations to provide training.

Diversity Committee – Renawn Harris, chair

- Formed as an Ad Hoc committee and there are currently no emerging tasks to be completed. As such, the committee will be on pause for now.
- To date, the committee has completed important work on numerous issues including completion of a resource guide, created educational materials, identified opportunities for job fairs and provided guidance on DEI modifications to existing mission statements. Special shout out to April Billet for her work on her county's mission statement!
- Renawn thanked everyone who had participated in the committee and expressed that the work done has created meaningful conversations that will continue to assist departments.

EBP Committee – Doug Wilburne, chair

- Still accepting train the trainer nominations for ORAS, MI, WRNA, and others.
- Possible webinar for the PD's Association related to risk assessments in the works.

EBP Committee's Data & Quality Assurance Workgroup – Pam Sheffer, co-chair

- Held meetings with all three case management vendors to create uniform data definitions. This could take 12 months to accomplish.

Intercounty Affairs Committee – Pam Sheffer, chair

- Intercounty transfer guidelines have been updated.
 - Added the unhoused population into extenuating circumstances for transferring a case.
 - Decision on who will supervise a case between the time that a closing summary is sent from the receiving county until the actual max date is left to the receiving county.
- Regional intercounty meetings have started and are receiving good feedback. The meetings usually occur every 3-4 months. Please contact Pam if you need additional information.
- Reminder to notify Pam of any changes/additions with staff related to intercounty transfers so the website can be updated.

Policy and Legislative Committee – Helene Placey (chair vacancy)

- Committee tracks enacted legislation and will send summaries at end of year.
- Discussion on Seals and Goodwin decisions. It seems that the court understands the challenges to APO caused by Act 44, but they are bound by the law.
 - Monroe Co is appealing the Goodwin decision.
 - Doug Wilburne encouraged everyone to let Helene, Chris or him know of any procedures that have been put in place by counties that seem to be working.

- HB 2299 Body Worn Cameras – The House introduced legislation to amend the wiretap law that would allow APO and JPO officers to wear body cameras. Please speak with your PJ to get their stance on the subject and the topic will be discussed further to try to establish an official stance from the association if asked.

Training and Education Committee – Chris Pawlowski, Chair

- “Internal Trainers: A Smart Decision” and “Incentivizing Staff to Become a Trainer” handouts were passed out.
- Consider utilizing JRI II grant funding to incentivize in-house trainers with bonuses – not withstanding any union concerns. JRI II funds could also be used to pay for training, travel, hotels, etc.
- Committee is discussing the question on if there should be mandatory training for staff and what time frame should that training be completed.
- Several upcoming webinars are anticipated: Interstate series, Search and Seizure, Credit Time, Confidential Informants, Privacy and Information and Drug Recognition.
- Looking for presenters for this year’s association conference.

CAPPAC AND CAPPAC SUBCOMMITTEE UPDATES

County Adult Probation and Parole Advisory Committee – Chris Pawlowski, member

- April Billet concluded her term as the Chief PO representative. Thank you for her efforts!
- Chris Pawloski was recently appointment by the Chief Justice as our new representative.

Funding Subcommittee – April Billet, Chair

- Make sure to look at the data collection metric in the JRI II funding solicitation related to Act 44 statistics and other metric. The metrics are required for JRI II funding now but will likely be made requirements for Grant in Aid funding in the future.
- There is a lot of money to be spent in a short amount of time. Be thoughtful on how to spend it.

Standard Subcommittee – Scott Kerstetter, vice-chair

- Subcommittee currently discussing new standard requiring a move to person first standard language. Departments will be given until 2027 to allow time to update current policies.
- 2nd round of PCCD standards audits will be conducted by PCCD this year.
- Currently reviewing which standards should be mandatory or weighted more than others. Additionally, what will the scoring metrics be and what score will constitute a passing grade.

Training Subcommittee – Chris Pawlowski, chair

- There is currently a BTA class in session.
- Relationship between the association and PCCD is very good. Dan Hoover is doing a great job with BTA and Dan and Michael Liester have demonstrated a commitment to work with departments.
- DT train the trainer and end user trainings are coming up in June. See the Penn State Jazzy website for more information and to register. Classes are free and hotel is included.

Firearms Subcommittee - No updates

STATE AGENCY UPDATES

PCCD – Michael Leister

- JRI II funding announcement has been released in eGrants. Funds are not to be used to supplant existing state or county funds and reporting metrics related to EBP and Act 44 are required. Grant does allow for 12-, 24- or 36-month projects. The new performance measures will eventually be included in Grant in Aid.
 - The new performance measure will be used to produce new definitions. PCCD asks that the reporting be consistent, but there is a process for situation when inconsistent data exists.
 - This is a non-competitive grant, so reach out to your regional CAPPA if you have any questions.
- Standards site visits will begin this spring
- CJAB conference to be held April 21-22. Please contact PCCD if you registered and are unable to attend as there is currently a wait list.
- There are currently four BTA classes scheduled for 2026. The next class is scheduled for June 1 –22, 2026.
- The BTA curriculum has been updated and now includes on-line pre-work.
- FEC website is in the process of being updated.
- There are four scheduled basic firearms classes scheduled for 2026. Next class is scheduled for April 21 –24, 2026. Start dates for the remaining classes are May 6, September 1 and September 29.

AOPC – Nevin Warner

- First phase of the DUI Court certifications is complete. Second phase is ongoing now. Reach out to your analyst if you have any questions.

DOC Interstate Services – Tien Ho

- There are currently 4063 current out of state offenders.
- Overall compliance with the compact is very high and above the national average.

- 20 new amendments to the compact are set to take effect on April 1.
- The first lunch and learn for 2026 was conducted last week and was successful.
- Currently working on a new checklist which will be rolled out in the next few weeks.

DOC Probation & Parole Field Services (no update)

JNET – Amelia Marsh

- Active user audits about to re-commence.
- Annual conference has been scheduled for December 1-2, 2026, at the Penn Stater Hotel. They are looking at a new location, but the search has been difficult.
- Bucks County is testing a new recidivism dashboard with Connectrex. Please advise you vendors that this will be a requirement in the future.

PA Commission on Sentencing – Robert Sisock

- Annual report was just released a few days ago and they can be found in the data section of their website.
- Their website data dashboard has been restructured.
- 8th addition guidelines compendium is now available on their website.
- A replacement for SGS Web is in the works. Counties will be contacted in next several weeks regarding pilot programs.
- Counties will be receiving their SGS statistics next Wednesday, April 1, 2026. There will be a one-month time period to review the files and work through any issues.

PA Association of Court Management (no update)

PA Association of Treatment Court Professionals – Abby Geffken

- Collaboration with Carey Group is in process in order to develop a new strategic plan.
- Website is in the process of being updated.
- Capitol Day in May is not happening this year. A virtual roundtable will be set up in its place. Information regarding the roundtable will be announced at a later time.
- PATCP Conference is scheduled for 12/07-12/09/2026. Rooms are currently available, but the conference registration has not yet been posted. 12.5 hours of con-ed will be available through the conference.

PA DUI Association (no update)

OLD BUSINESS

- Chris Pawloski reminded everyone that the current DT class does not include OC certifications.
- No member comments

NEW BUSINESS

- Over 100 participants attended today's meeting. Thank you to all who attended.
- Mike Harrison was just appointed Chief in Bucks Co. Congrats Mike!
- Current chief vacancies: Cambria County (Corey Hale, acting chief)
- Probation and Parole Week is July 19-25, 2026
- General membership meetings: June 26 at Hyatt; September 23 at Penn Stater; December 4 at Hyatt
- 2026 conference: September 21-22 at Penn Stater

Action item: Motion to adjourn by April Billet (York) and seconded by Chris Pawlowski (Chester). All voted in favor to adjourn.

Meeting adjourned

Respectfully submitted,

Scott Bailey, Secretary