

County Chief Adult Probation and Parole Officers Association of PA
General Business Meeting
Tuesday, September 17, 2024
The Penn Stater Hotel & Conference Center, State College and Zoom

Chief POs in attendance in person: Alan Pelton (Allegheny), Regina Himes (Armstrong), Ian Thompson (Beaver), Bernard Smith (Bedford), Dan Heydt (Berks), Scott Bailey (Blair), Christine Shenk (Bucks), Toni White (Cambria), Janene Holter (Carbon), Ryan Smeltzer (Centre), Chris Pawlowski (Chester), Mike Blum (Clarion), Trevor Oates (Crawford), Darby Christlieb (Cumberland), Chad Libby (Dauphin), Danielle Hibberd (Delaware), Derick Morey (Elk), Chris Kessler (Erie), James Caccimelio (Fayette), Mark Rhoads (Forest), Doug Wilburne (Franklin), Dan Miller (Fulton), Len Hahn (Huntingdon), Amanda Yurky (Indiana), Tracy Gordon (Jefferson), Michelle Beaver (Juniata), Gene Eiden (Lackawanna), Jen Luciano (Lancaster), Audrey Fortna (Lebanon), Pam Sheffer (Lehigh), Kevin Perluk (Luzerne), Bernie Sikora (Monroe), Kathy Subbio (Montgomery), Paul Singley (Northampton), Michelle Orris (Perry), Jeffery Angradi (Pike), Colin Devanney (Snyder), Krystle Kowalczyk (Sullivan/Wyoming), Joe Barry (Susquehanna), Scott Kerstetter (Union), Jon Ridge (Washington), Keith Shaffer (Wayne), Eric Leydig (Westmorland), and April Billet (York)

Chief POs in attendance via Zoom: Kristi Fields (Adams), Douglas Ritson (Butler), Dave Roman (Somerset), Mike Walters (Warren)

Others in attendance in person: Renawn Harris (Allegheny), Richard Jopek (Beaver), John Scolastico (Berks), Brendan Harker (Berks), Jessica Bodor (Berks), Bryanna Davis (Berks), Marlena Ohlinger (Berks), Adam Bechdel (Berks), Nick Volo (Berks), Jennifer Walters (Blair), Amanda Jackson (Butler), Amy Petricca (Butler), Sandi Larson (Chester), Nicci Snow (Chester), Jessica Vanderzille (Chester), Kristine Shaffer (Clarion), Gretchen Anderson (Dauphin), Meredith Zurin (Dauphin), Christine Katch (Delaware), Joeff Roney (Delaware), Paul Foltz (Erie), Thom Miller (Erie), Craig Montgomery (Erie), Kevin Zoom (Franklin), Kayla Stoner (Franklin), Amber Snedeker (Huntingdon), Jim Decker (Indiana), AJ Smeltz (Indiana), Adam Oakes (Jefferson), Abby Krepps (Juniata), Meghan Osborne (Lackawanna), Alfredo Pisa (Lackawanna), Jen Nissley (Lancaster), Joseph Schauen (Lancaster), Katlyn Wildberger (Lancaster), Chris Frye (Lebanon), Emily Maenza (Lebanon), Kristin Berke (Lehigh), Claudia Fisher (Luzerne), Carmen Lopresto (Luzerne), John Stahl (Lycoming), Erick Fortin (Lycoming), Colton Spade (Mifflin), Megan Morrison (Montgomery), Stephanie Landes (Montgomery), Todd Bergman (Montgomery), Renee Ficzk (Montgomery), Amy Moss (Northampton), Brian Weidow (Perry), Rob Wolff (Pike), Jennifer Tamblyn (Pike), Joseph Eck (Snyder), Heather Finnegan (Sullivan), Steve Daugherty (Tioga), Saira Olson (Tioga), Naaman Morris (Union), Steven Russell (Union), Karen Lebar (Washington), Randy Jackson (Washington), Erik Parks (Washington), Jordan Sweany (Washington), Lisa Salak (Wayne), Dana Brienza (York), Sue Claytor (York), Zaria Emswiler (York), Jamie Forry (York), Katherine Gruver (York), Rhys Kershaw (York), Train Linton (York), Melanie Martz (York), Donald Overmoyer (York), Jared Sechrist (York), Michael Stough (York), Melissa Turner (York), Sarah VanScyoc (York), Holly Wise (York), Amy Evans (York), Melissa Plotkin (York)

Helene Placey (CCAPPOAP), Nancy Heisler (PCCD), Vance VanOrder (PCCD), Chad Weaver (PACM)

Others in attendance via Zoom: Jen Tamblyn (Pike), Bobby Siscock (PA Commission on Sentencing)

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

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

President's Welcome:

Doug Wilburne welcomed all those attending the meeting. Pledge of Allegiance.

OFFICER'S REPORTS

President

Doug reported there are some preliminary discussions with the Executive Committee having Chiefs Association awards as part of 2025 conference. Considering 2-3 awards (e.g. chief, probation professional, EBP champion).

Vice President

Chris- Discussed ideas other associations conduct regarding fundraising to provide financial help to Probation Officers in times of crisis (selling tee shirts)

Secretary

Toni White reminded members that the June 21, 2024 quarterly meeting minutes were emailed for review. She asked for a motion to approve minutes. A motion was made by Leonard Hahn and 2nd by April Billet. A vote was taken and the motion passed unanimously.

Treasurer

Len Hahn reviewed the 3rd quarter Treasurer's report for 2024 showing an ending balance of (as of 8/30/2024) \$259,156.05. Ending balance will change due to invoices paid after report was completed. Conference invoices still to come.

Executive Director

Helene Placey reported the following:

- 100% Chiefs memberships are paid
- Assessments- 64 counites are paid (98%)
- Held MI booster training for current 38 certified trainers with new MI curriculum
- MI train-the-trainer with two cohorts currently in process
- ORAS- booster training-3 classes complete; plan to schedule additional booster classes
- ORAS train-the-trainer with two cohorts currently in process

COMMITTEE REPORTS

Chiefs EBP Committee Report

- BJA Smart probation grant is ending September 30

Implementation Workgroup

Co-chairs: Doug Ritson & Ashlee Lynn

- Webinar: Effective Responses to Behaviors of those under community supervision (June 27). Documents are posted on the chiefs' website
- Quarterly chiefs meetings for adult probation to mirror juvenile probation quarterly meetings. Looking for volunteers to help get started. If interested email Doug, Rick or Helene
- Informational document on implementing EBP - Stage 2 is posted on website; contains:
 - implementation plan template;
 - cost-benefit analysis worksheet;
 - fidelity and quality assurance checklist
- Working on risk needs assessment templates

Training Workgroup

Co-Chairs: Scott Kerstetter & Jessica Vanderzille

- EBP Overview e-learning course is up and running. Staff can register on chief's website.
- 7 Counties are requiring all staff to complete the eLearning course
- Still accepting TTT nominations for various curriculums
- Quarterly trainer forums continue for: MI, ORAS and EBP Overview certified trainers

Effective Interventions Workgroup

Co- Chairs: April Billet & Jenn Wright

- Case planning virtual training – 2 classes (September & October)
- Future plans to hold training of trainer for case plan curriculum
- Working on a coaching toolkit - webinar being planned

Communications Workgroup

Co-Chairs: Doug Wilbure & Darby Christleib

- New Voices from the Field posted on the website
- New EBP briefs posted
- PO videos include Building Relationships, Overcoming Resistance to Change, and Developing a Professional Alliance
- Reminder- Sign up for PPCJ monthly emails, also on the website

Data & Quality Assurance Workgroup

Co-Chair: Pam Sheffer & Bryanna Davis

- Webinar held Sept 10 on results from caseload survey - 34 counties participated
- Caseload size survey data are posted on website
- JNet dashboard - continues

Communications Committee Report

Report from Doug Wilburne, Chair

- Salary Study Completed: To help get increased salary for staff. Study is on the website

Inter-County Affairs Committee Report

Report from Pam Sheffer, Chair

- Reminder: current transfer guidelines posted on members webpage
- New recommendations for early termination and probation status report; effective 6/11/2024 (related to probation reform)
- Continue to send updates regarding county point of contacts to Pam and Helene

Policy & Legislative Committee Report

Report from Todd Bergman, Chair

- No updates

Racial Diversity Committee Report

Report from Renawn Harris, Chair

- No updates

Training & Education Committee Report

Report from Chris Pawlowski, Chair

- Lunch and learn webinars continue; Upcoming topics: diversity, credit time, sovereign citizens, outlaw motorcycle gangs
- If staff cannot attend, please cancel in advance (some have waitlist)
- BTA survey complete; Discussing results and recommendations with Executive Committee

CAPPAC & CAPPAC SUBCOMMITTEE UPDATES

Report from April Billet, Chief PO representative

- CAPPAC quarterly meetings; if chiefs are available, encourage you to attend meetings
- ORAS was validated by PCCD

Funding Subcommittee – Chair, April Billet

- No updates; next Funding Subcommittee meeting in October

Standards Subcommittee – Vice Chair, Scott Kerstetter

- No updates; next meeting in October

Firearms Subcommittee – Members Tim Heitzman, Michelle Beaver or Chad Libby

- No updates

Training Subcommittee –Chair, Dan Heydt

- Training- No Update

STATE AGENCY UPDATES

PCCD

Nancy Heisler reported the following:

- FY 2024-25 Continuing County Adult Probation and Parole Grant (a/k/a GIA) released September 19 and will remain open until October 31, 2024. Per the FY 2024-25 Funding Framework, the gradual implementation of the PCCD approved funding formula for this funding stream will begin with this funding cycle. Actual awards for FY 2024-25 are based on the most current data available to PCCD. Award projections for FYs 2025-26, 2026-27, 2027-28 are also based on the most current data available. However, future awards may vary as data is updated.
- PCCD will host a webinar on September 23, 2024 to review the FY 2024 -25 noncompetitive CCAPPG funding announcement and the County Adult Probation and Parole Supervision Fund Annual Financial Report.
- 2024 CIT Symposium will be held on September 25, 2024, in State College. Registration is closed with a record number of registrations.
- PCCD continues to work with AOPC in planning for the Behavioral Health & Recovery Summit that will be held on October 29-30, 2024, in Hershey.
- New Generations: How to Recruit, Retain, and Motivate Workshop will be held on November 20th and 21. Space for this workshop is limited to 100 participants. If this workshop is well received, we will most likely offer a second workshop in early 2025.
- PCCD is working with Penn State to identify Dates, times, and locations for the Defensive Tactics Course, based on the responses we have received from the County Probation Departments. As soon as they are identified we will be reaching out to let everyone know. Planning is underway to have the first course up and running in November. Registration will be coordinated by PSU.
- PCCD will soon begin working with Temple and Subject Matter Experts to develop the Train the Trainer course. We hope this will be an expedient process, as the Defensive Tactics course is already developed.
- PCCD continues to make headway with the development of the CAPPS system and are putting data into the test environment. It is still our goal to bring a few Counties on board to "Beta Test" the system before the full roll out.
- PCCD is running the 14th BTA Academy – and are gearing up for the last BTA of the year in November.
- PCCD is working on the contract for and identifying Dates for the 2025 BTA Academy. All Chief's are encouraged to email Dan Hoover with their new officers information – So they can be placed on the enrollment list. If you have any questions on the training updates, please reach out to Dan Hoover.

AOPC

No Update

DOC - Interstate Services

No Update

JNET

No update

Commission on Sentencing

Report from Robert Siscok

- Case Report & Summary to help evaluate sentencing
- E-learning module to be released in 2025: Policy Videos
- PCS to study justice involved veterans per Senate Resolution 196

PA Association of Treatment Court Professionals

Report from Abbey Gefken (via Helene Placey)

- Association conference Oct 9 – Oct 11 at Penn Stater; see link on chiefs' website

PA DUI Association

No updates

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

- Retirement Jen Quagliani, Elk County (July)
- New Appointments Jen Luciano, Lancaster County (July)
Derick Morey, Elk County (August)

OTHER BUSINESS

- 2024 quarterly membership meeting
 - December 6th at Hyatt Place (December 5th at 5:00pm-Cheifs only meeting)
- 2025 meeting dates & locations -coming soon

Motion to Adjourn by Chris Pawlowski; 2nd by Chad Libby; Meeting adjourned

Respectfully submitted,
Toni White, Secretary