

TO: Board Members

FROM: Farrah M. Conjar
Executive Secretary

DATE: April 20, 2016

RE: Minutes-Board Meeting
March 14, 2016

In compliance with *Act 175*, known as the *Sunshine Law*, effective September 17, 1976, the Office of Chief Counsel provided notification to the public of the scheduled meeting on September 16, 2015, of the Pennsylvania Board of Probation and Parole.

The meeting convened at 9:02 AM with Chairman Green presiding.

Board members Leo Dunn Michael Potteiger, Craig McKay, Leslie Grey, John Tuttle, and Ed Burke were in attendance. Also in attendance were Fred Klunk, Office of Statistical Analysis; Richard Dash, Director of the Office of Administrative Services; Alan Robinson, Office of Chief Counsel; Sherry Tate Office of Communications, Mark Koch Director of Policy and Legislative Affairs, Kim Barkley, Office of Board Secretary and Jennifer Storm, Office of Victim Advocate.

All reports referenced in Public Session were previously disseminated to Board Members and Senior Staff for review and will be made available upon request.

I. APPROVAL OF BOARD MINUTES OF March 14, 2016

Motion was made by board member Dunn, seconded by board member Burke, and carried unanimously to approve the minutes.

*ACTION
ITEM*

II. OFFICE OF THE VICTIM ADVOCATE

Mr. Talaber had nothing to report, however, is available to the board as needed.

III. SEXUAL OFFENDERS' ASSESSMENT BOARD

Mr. Snell had nothing to report, however, is available to the board as needed.

IV. OFFICE OF CHIEF COUNSEL

Mr. Robinson had nothing to report, however, is available to the board as needed.

V. OFFICE OF BOARD SECRETARY

Ms. Barkley had nothing to report, however, is available to the board as needed.

VI. HEARING EXAMINER OFFICE

Mr. Fox had nothing to report, however, is available to the board as needed.

VII. OFFICE OF STATISTICAL REPORTING AND EVIDENCE-BASED PROGRAM EVALUATION

Mr. Klunk had nothing to report, however, is available to the board as needed.

VIII. OFFICE OF ADMINISTRATIVE SERVICES

Mr. Dash had nothing to report, however, is available to the board as needed.

IX. OFFICE OF FIELD PROBATION AND PAROLE SERVICES

Mr. McIntyre had nothing to report, however, is available to the board as needed.

X. OFFICE OF RE-ENTRY AND QUALITY ASSURANCE

Ms. Daub had nothing to report, however, is available to the board as needed.

XI. OFFICE OF COMMUNICATIONS'

Ms. Tate had nothing to report, however, is available to the board as needed.

XII. OFFICE OF POLICY AND LEGISLATIVE AFFAIRS

Mr. Koch had nothing to report, however is available to the board as needed.

XIII. OLD BUSINESS or NEW BUSINESS

OLD BUSINESS:

Board member Tuttle asked the chairman to put out a message to staff about the merger.

NEW BUSINESS:

Board member Dunn presented board member Tuttle and chairman Green with retirement plaques and proclamations from the House of Representatives and the Senate.

Executive session was at 9:10 a.m. with board members and chief counsel only.

The meeting was adjourned at 11:15 a.m.

FMC