



**TO:** Pennsylvania Parole Board Members

**FROM:** Farrah Conjar  
Executive Secretary II to the Chairperson

**DATE:** April 15, 2022

**RE:** Board Meeting Minutes  
**February 16, 2022**

In compliance with *Act 175*, known as the *Sunshine Law*, effective September 17, 1976, the Office of Board Secretary provided notification to the public of the scheduled meeting on February 16, 2022 of the Pennsylvania Parole Board.

The public meeting convened at 9:00 AM at Riverfront Office Center in Harrisburg, PA with Chairperson Theodore Johnson presiding. A quorum of Board Members was present.

### **Attendance**

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Chairperson Ted Johnson                 | <input checked="" type="checkbox"/> BD Member Leo Dunn                                | <input checked="" type="checkbox"/> BD Member Tony Moscato    |
| <input checked="" type="checkbox"/> BD Member Marcus Brown                  | <input checked="" type="checkbox"/> BD Member Jim Fox                                 | <input checked="" type="checkbox"/> BD Member Linda Rosenberg |
| <input checked="" type="checkbox"/> BD Member Khadija Diggs                 | <input type="checkbox"/> BD Member Mark Koch  |   |
|   |   |   |
| <input checked="" type="checkbox"/> Alan Robinson, Chief Counsel            | <input checked="" type="checkbox"/> Deb Carpenter, Board Secretary                    |   |
| <input checked="" type="checkbox"/> Chad Allensworth, Chief Hearing Officer | <input checked="" type="checkbox"/> Scott Woolf, Director – Office of Board Secretary |   |
| <input checked="" type="checkbox"/> Neil Malady, Policy/Legislative Affairs | <input checked="" type="checkbox"/> Laura Treaster, Special Assistant                 |   |
| <input checked="" type="checkbox"/> Morgan Davis, Assistant Counsel         | <input type="checkbox"/> Meghan Dade, SOAB Executive Director                         |   |
| <input checked="" type="checkbox"/> Janaki Theivakumaran, SOAB Exec. Asst.  | <input type="checkbox"/> Suzanne Estrella, Office of Victim Advocate                  |   |
| <input checked="" type="checkbox"/> Tara Gross, Director of Victim Services | <input checked="" type="checkbox"/> John Manning, Deputy Chief Counsel DOC            |   |

Chairperson Johnson recognized public guests:  
Mark Bergstrom, Pennsylvania Sentencing Commission

### **APPROVAL OF FEBRUARY BOARD MEETING MINUTES**

Board Member Fox motioned to approve the January 19, 2022 Parole Board minutes. Board Member Diggs seconded the motion. The Parole Board unanimously approved the minutes.

## **OFFICE AND STAFF REPORTS**

### **Office of Victim Advocate (OVA) Report**

Director of Victim Services Tara Gross

- Nothing to report, successful F2F day yesterday.
- Ms. Gross reported there is only one scheduled in person for next month in Pittsburgh. Everyone else is virtual.

### **Sexual Offenders Assessment Board (SOAB)**

Executive Assistant Janaki Theivakumaran

- Nothing to report.

### **Communications/Media Report**

Special Assistant Laura Treaster

- Assisting different divisions with ongoing projects.

### **Policy and Legislative Affairs Report**

Policy and Legislative Affairs Director Neil Malady

- DOC budget hearing with the House is February 16, 2022.
- Parole/DOC budget hearing with the Senate is February 24, 2022.
- House comes in for voting session March 21, 2022.
- Senate comes in for voting session March 8, 2022.

### **Office of Chief Counsel Report**

Chief Counsel Alan Robinson

- Introduced legal intern Conner O'Boyle from Dickinson Law School
- Financial disclosures and Ethics are due May 1, 2022. Please reach out to Assistant Counsel Morgan Davis with any questions.

### **Office of Hearing Examiners Report**

Chief Hearing Examiner Chad Allensworth

- One Hearing Examiner position is posted for the specialized Hearing Examiner. One Hearing Examiner position is closed. We have a list and will conduct interviews as soon as arrangements have been made to do so.
- Selected a candidate for vacant Clerk Typist III position. Waiting on background check. The filled Clerk Typist III is still currently unavailable.

### **Board Secretary Report**

Board Secretary Deb Carpenter

- Senate budget hearing will be next week
  - February 24, 2022, the Senate budget hearing will be in person with Chairman Johnson and DOC.

- Governor's budget numbers are approximately \$300,000 less than we asked for. No concerns with that cut.
  - Participated in budget prep last week. No questions for Chairperson or myself.
- The joint retreat for the Board Members and Hearing Examiners is scheduled March 9 - 11, 2022. Tentative agenda starting afternoon on March 9<sup>th</sup> with the reentry simulation. March 10<sup>th</sup> will start out with break-out sessions with Board Members and Hearing Examiners discussing various case scenarios.
  - Afternoon of March 10<sup>th</sup> will be the trauma training, which is "Becoming Trauma Informed".
  - Morning of March 11<sup>th</sup> will be report out on various case scenarios and wrap up session.
- Kelly and Deb are working on taking a deeper look on those inmates unsuitable for treatment, and not just sex offender treatments, speaking about treatment in general.
  - If Board Members are seeing cases marked unsuitable for treatment, please advise me of the case numbers.
  - DOC has six facilities that are dedicated for inmates with various disabilities, which include intellectual disabilities. We can look at case specific to see if moving them would get them into treatment.

### **Board Secretary Office Report**

Board Secretary Office Director Scott Woolf

- The foundation upgrade is scheduled for the end of February 2022.
- Aggressively working on the 361-workflow enhancement. DOC is testing a solution called WorkView in OnBase.
  - Testing the solution within the next 30-60 days.
  - Parole Manager 1 vacancy has been posted Monday. It is Rachel MacNamara's former position as she has since transferred to the interstate division.

Mark Bergstrom reported the Commission is starting public hearings next week on proposals around the parole guidelines. They will be advertised for comment for two weeks.

Anticipate in May or June public hearings on parole guidelines and recommitment ranges. They will present to the Commission this March, then advertise for public comment. Anticipate submitting to general assembly for review and hope to be on target by the start of next year.

DOC moving from the LSI-R to Strong R caused the Commission to put the parole guidelines and recommitment ranges on hold. Due to the delay in the new assessment, they are moving forward. If all goes well the new parole guidelines and recommitment ranges could take effect by January 2023, with the understanding the need for change when the Strong R is ready, which will require a transition period.

- Board Secretary commented that DOC is committed to continue to run the LSI-R until the new tool has been validated.

**ADJOURNMENT**

At 9:20 AM Board Member Moscato made a motion to adjourn the public session. The motion was seconded by Board Member Diggs. The Board Members voted unanimously to adjourn the public session.