



TO: Pennsylvania Parole Board Members

FROM: Farrah Conjar
Executive Secretary II

DATE: January 11, 2023

RE: Board Meeting Minutes
December 14, 2022

In compliance with *Act 175*, known as the *Sunshine Law*, effective September 17, 1976, the Pennsylvania Parole Board provided notification to the public of the scheduled meeting on October 28, 2021 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 checked="" type="checkbox"/> BD Member Jack Daneri | <input checked="" type="checkbox"/> BD Member Elizabeth Bolton-Penna |
| <input checked="" type="checkbox"/> Alan Robinson, Chief Counsel | <input type="checkbox"/> Deb Carpenter, Board Secretary | |
| <input checked="" type="checkbox"/> Neil Malady, Policy/Legislative Affairs | <input checked="" type="checkbox"/> Scott Woolf, Director – Office of Board Secretary | |
| <input checked="" type="checkbox"/> Michael Potteiger, Chief Hearing Examiner | <input checked="" type="checkbox"/> Janaki Theivakumaran, Special Assistant | |
| <input checked="" type="checkbox"/> Morgan Davis, Assistant Counsel | <input checked="" type="checkbox"/> Suzanne Estrella, Victim Advocate | |
| <input type="checkbox"/> Meghan Dade, SOAB Executive Director | <input checked="" type="checkbox"/> Tara Gross, Office of Victim Advocate | |
| <input checked="" type="checkbox"/> Timothy Keating, Assistant Counsel | | |

Chairperson Johnson recognized public guests:
John Manning, Deputy Chief Counsel DOC

APPROVAL OF DECEMBER BOARD MEETING MINUTES

Board Member Moscato motioned to approve the November 16, 2022 Parole Board minutes. Board Member Fox seconded the motion. The Parole Board unanimously approved the minutes.

OFFICE AND STAFF REPORTS

Office of Victim Advocate (OVA)

Victim Advocate Suzanne Estrella and Victim Advocate Supervisor, Tara Gross,

- This month we had the most amount of in-person victim testimony since 2019.
- Our office continues to work on deleting duplicates from OnBase.
- Our office received feedback on possible changes to the victim summary sheets. Any additional comment can be provided to Deb Carpenter, together we will review and implement any changes, as needed.

Sexual Offenders Assessment Board (SOAB)

- Executive Director Meghan Dade was unable to attend but did advise she had no updates.

Board Secretary Office Report

Board Secretary Office Director, Scott Woolf

- Update on new E361 – presentation to the Decision Makers will occur later today.

Communications/Media Report

Special Assistant Janaki Theivakumaran

- Actively working on planning the 2023 Spring retreat.

Board Secretary Report

- Board Secretary Deb Carpenter was not in attendance but did advise she had no updates.

Policy and Legislative Affairs Report

Policy and Legislative Affairs Director Neil Malady

- House Bill 146, known as Markie's Law, was vetoed. They will try again in January 2023 to introduce Markie's Law.

Office of Chief Counsel Report

Chief Counsel Alan Robinson

- Attorney Tim Keating will be retiring January 3, 2023.

Office of Hearing Examiners Report

Chief Hearing Examiner Michael Potteiger

- Maria Hower's, Administrative Officer, last day with the Board will be December 16, 2022. Thomas Williams will be Acting Administrative Officer until the position is filled.

Board Vote:

- Voting Rules – Parole Decisions
 - If a panel agrees on grant/deny and the release/review date, the decision is recorded accordingly. Vote – Unanimous
 - If a panel agrees to grant and disagrees on the release date, apply the most restrictive release date. Vote - 8:1
 - Any delayed release in excess of one year requires a review of the entire Board. Vote – Unanimous
 - If a panel agrees to deny and disagrees to the review date, apply the least restrictive review date. Vote – Unanimous
 - If a panel disagrees on grant/deny, the case is voted by another Board Member who adopts a panel member's decision, in toto. Vote – Unanimous
 - If the case requires a majority vote, and the decision is to grant parole, apply the most restrictive release date set by a Board Member. Vote - 8:1
 - If the case requires a majority vote, and the decision is to deny parole, apply the least restrictive review date set by a Board Member. Vote – Unanimous
- Voting Rules – Revocation Decisions
 - If a panel agrees on the revocation decision and the review date, the decision is recorded accordingly. Vote – Unanimous
 - If a panel agrees on the revocation decision and disagrees on the review date, apply the Board Member's review date. Vote – Unanimous
 - If a panel disagrees on the revocation decision, the case proceeds to three Board Members who vote to adopt a panel member's decision, in toto. Two of which are not the original Board Member. Vote – Unanimous
- Majority Vote Chart
 - Board adopted the new majority offense listing. Please note this update did not add or delete any new offenses it simply corrected the citations to align with statute. Vote – Unanimous

ADJOURNMENT

At 9:35 AM Board Member Moscato made a motion to adjourn the public session. The motion was seconded by Board Member Fox. The Board Members voted unanimously to adjourn the public session.