



TO: Pennsylvania Parole Board Members

FROM: Farrah Conjar
Executive Secretary II

DATE: May 4, 2023

RE: Board Meeting Minutes
March 15, 2023

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 November 14, 2022.

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 checked="" 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"/> Meghan Dade, SOAB Executive Director | <input checked="" type="checkbox"/> Suzanne Estrella, Victim Advocate | |
| <input checked="" type="checkbox"/> Jason Lambrino, Assistant Counsel | <input checked="" type="checkbox"/> Morgan Davis, Assistant Counsel | |

Chairperson Johnson recognized public guests:

Mark Bergstrom, Pennsylvania Sentencing Commission
Mike Pipe, Deputy Chief of Staff Public Safety Governor's Office
Steve D'Ettorre, Executive Deputy Secretary of Policy, Governor's Office
Anne Cornick, Deputy Chief Counsel, Governor's Office General Counsel
Kayla Anderson, Deputy Press Secretary, Governor's Office
Kelly Sekula, Executive Deputy General Counsel, Governor's Office General Counsel
Gavin Lichtenstein, Digital Director, Governor's Office

APPROVAL OF MARCH BOARD MEETING MINUTES

Board Member Moscato motioned to approve the January 18, 2023 Parole Board minutes. Board Member Brown seconded the motion. The Parole Board unanimously approved the minutes.

OFFICE AND STAFF REPORTS

Office of Victim Advocate (OVA)

Victim Advocate Suzanne Estrella

- Thank you to Board Member Fox for participating on the Monday night meetup. We received a positive response from survivors and staff members, who will be utilizing the program to assist survivors in preparing for victim comment. A link of the program will be sent out, which may be helpful for new Decision Makers.

Sexual Offenders Assessment Board (SOAB)

Executive Director Meghan Dade

- A training will take place on March 24, 2023, at the Eden Resort Lancaster. Andrew Houvouras, IV, PH.D. will present on Behavioral Psychology Concepts.
- A training will take place on May 19, 2023, in Pittsburgh. Kim Spence will speak on impact of autism on offending and offending behaviors.

Board Secretary Office Report

Board Secretary Office Director, Scott Woolf

- An update was provided on the new Parole Decisional Instrument (PDI) E361.
 - Board Member Fox asked if there would be an IT solution in place when the recommitment guidelines go into effect. An IT solution will be in place, a project timeline has not been established but all entities are aware of the IT need.
- David Butts will be retiring in April 2023.
- Announced the hiring of Lacey Crane, Parole Manager, she will start in April 2023.

Communications/Media Report

Special Assistant Janaki Theivakumaran

- Special thank you to Board Member Diggs, Chief Counsel Robinson and Board Secretary Carpenter for presenting at the Trial Judges Conference in Pittsburgh. We received positive feedback. The District Attorney's Association asked for a Board presentation at their conference in July.
- Continued to work on the Spring retreat.

Board Secretary Report

Board Secretary Deb Carpenter

- Board Member Brown and Board Secretary Carpenter will be attending the last session at the Villanova Sentencing Workshop. This is a very informative program and highly recommend for any Board Members to attend.

- In May 2023, Deputy Secretary Evans from DOC, who is in charge of Reentry Services, will be coming to the Board meeting to present on various programs, along with her, will be Michael Carrington, who is in charge of Veterans housing units in DOC.

Policy and Legislative Affairs Report

Policy and Legislative Affairs Director Neil Malady

- The Legislature is in recess until April 24, 2023.
 - The Budget hearings will be combined with Department of Corrections. The House Hearing will be March 30, 2023 at 10:00 a.m and Senate Hearing will be April 11, 2023 at 1:00 p.m.
 - Budget Prep with the Governor's Budget office will be March 16, 2023.

Office of Chief Counsel Report

Chief Counsel Alan Robinson

- Announced the hiring of Jason Lambrino, Attorney, he started in February 2023.
- A reminder that financial disclosures are due on May 1, 2023. Electronic completion is a requirement.
 - Attorney Morgan Davis is available to assist if needed.

Office of Hearing Examiners Report

Chief Hearing Examiner Michael Potteiger

- Announced the hiring of C. William Fritz, Specialized Hearing Examiner, he started in February 2023.
- Kym Heflybower, Hearing Coordinator, retired on Friday March 10, 2023 with 22 years of service.
- The GoLive date for the 340A is April 3, 2023, which will be put in the new OnBase WorkView process.
 - Rescission report will be going in WorkView next.
- The Deputy Chief Hearing Examiner position will be posted internally and externally.

Board Member Announcement

- Board Member Leo Dunn announce his retirement for December 2023, this will be prior to his term expiring on October 17, 2024.

Comment from Mark Bergstrom, Executive Director – PCS

- On Thursday March 9, 2023, the Commission adopted the new recommitment ranges with modification and will be submitting to the General Assembly for the 90-day review. Also adopted was the new sentencing guidelines and the new re-sentencing guidelines.
- Thank you to Chairperson Johnson, Chief Counsel Robinson and the other staff regarding the parole recommitment ranges, the changes recommended in Chairperson Johnson's letter were implemented. If there is no opposition from the General Assembly, the new ranges will go into effect on January 1, 2024.

ADJOURNMENT

At 10:00 a.m. Board Member Moscato made a motion to adjourn the public session. The motion was seconded by Board Member Brown. The Board Members voted unanimously to adjourn the public session.