

Lebanon County Criminal Justice Advisory Board
Minutes of the Meeting of March 23, 2021

Time: 11:00 a.m.

Place: Second Floor Conference Room, MH/ID/EI, 220 East Lehman St., Lebanon

Present

Pier Hess Graf, District Attorney and CJAB Chair; Holly Leahy, MH/ID/EI Administrator and CJAB Vice-Chair; Honorable John C. Tylwalk, President Judge; Audrey Rakow, Director of Probation Services; Bruce Klingler, Sheriff; Brian Deiderick, Chief Public Defender; Tina Litz, LCCF Warden; Karen Hess, Director of Domestic Relations; Brandon Smith, Commission on Drug and Alcohol Abuse; and, John P. Shott, CJAB Planner.

Absent

Robert J. Phillips, County Commissioner; Jamie Wolgemuth, County Administrator; Stephanie Axarlis, Court Administrator; Erin Moyer, Director of Children and Youth; Carla Cyr, Veterans Justice Outreach; and, Kim Mackey, PCCD Regional Representative

Guest

I. CALL TO ORDER

District Attorney and CJAB Chair Pier Hess Graf called the meeting to order at 11:00 a.m. The Chair welcomed and thanked everyone for attending this special session.

Noted for the record: Brandon Smith attended as proxy for James Donmoyer, Executive Director of Commission on Drug and Alcohol Abuse; District Attorney Hess Graf had proxy for County Chiefs of Police Representative.

II. CORE MEMBERSHIP AND MINIMUM OPERATING STANDARDS

The purpose of the meeting was to discuss the CJAB's compliance with Minimum Operating Standards with respect to core membership. The Minimum Operating Standards developed by PCCD require a county CJAB to have a "Local Victims Organization" as a core member. Lebanon's CJAB has not had such an organization on the Board, though the District Attorney's Office has an active Crime Victim/Witness Program. SARCC has requested membership on the CJAB. On March 5, PCCD notified Mr. Shott that the CJAB's failure to comply with the Minimum Operating Standards could jeopardize grant funding.

Adding a core member to the Board requires an amendment to the CJAB bylaws, which also state that "there must be an advance written notice—electronic or paper mail—of the intent to amend these Bylaws to each LCCJAB member at least two (2) weeks prior to the meeting at which the notion to modify this document is to be presented." The next regular CJAB meeting takes place on April 13; Mr. Shott would have to notify the members about any proposed amendment no later than March 30.

Members discussed possible wording of a proposed amendment to the Bylaws. Main issue is which Victim Service Organization to invite to become a core member of the CJAB. Agreement that only one organization, as opposed to multiple organizations dealing with victims, should be on the Board. Mr. Shott noted that the Bylaws list specific titles and departments/agencies as core members. Further agreement that either SARCC or

Domestic Violence Intervention (DVI) should join the Board, though DVI had not actually inquired about Board membership. Consensus of the members was that the officers should extend the invitation to Domestic Violence Intervention, which the members view as a more inclusive and encompassing organization than SARCC. Ms. Leahy will contact Mike Ritter, DVI Executive Director, to inquire about his interest in joining the Board. Officers will extend the invitation to SARCC if DVI declines the offer.

Mr. Deiderick moved, and Ms. Rakow seconded the motion, that Mr. Shott prepare a proposed amendment to the CJAB Bylaws expanding the core membership to include a Local Victims Organization, with the name of the organization to be specified in the proposed language when Mr. Shott provides the members with the required notice at least two weeks prior to the April 13 CJAB meeting. Motion carried.

III. OTHER BUSINESS

The Organizing Committee of the Lebanon Chapter of the NAACP has also requested consideration for core membership to the CJAB. Members reaffirmed that the organization is welcome to attend a future CJAB meeting and make a presentation; however, no plans to add the organization to the core membership. Concern that having too many individuals on the Board will reduce productivity.

ADJOURNMENT—With no further business to conduct, the Chair declared the meeting adjourned at 11:20 a.m. on a motion by Sheriff Klingler, seconded by Ms. Hess.

NEXT CJAB MEETING: Tuesday, April 13, 2021, 11:00 a.m., MH/ID/EI