

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
CONSTABLES' EDUCATION AND TRAINING BOARD

Minutes of the May 14, 2015 Meeting

Members Present

Major Adam Kisthardt, PA State Police
Harry Walsh, Constable, Allegheny Co.
Honorable William Wenner, MDJ, Dauphin Co.
Julie Sokoloff, Constable, Montgomery Co
Fred Contino, Constable, Delaware Co.

Members Absent

Honorable Rodney Ruddock, Indiana Co.
Rich DeFilippi, Beaver County

Visitors

Garry Kimmel, IUP
Deidre Beiter, Temple University
Todd Brothers, Penn State Fayette
Ronald Quinn, PAFOC
Ted Mellors, Penn state Fayette
Thomas Impink, PSCA
Clint Davis, Allegheny County
Deb Williams, PCCD

Commission Staff Present

Kathy Clarke, Bureau of Training Services
Norma Hartman, OFMA
Wayne Hower, Bureau of Training Services
Robert Merwine, PCCD
John Pfau, PCCD
Sherry Leffler, Bureau of Training Services
Carolyn DeLaurentis, PCCD

Barry Betz, Constable, Lehigh County
Carol Betz, Lehigh County
Anthony Luongo, Temple University
Daniel Watkins, Adams Co., PAFOC
Paul Pape, Constable, Jefferson Co.
John Pisano, Constable, Indiana Co.

I. Call to Order

The Constables' Education and Training Board (Board) meeting was held at 10:00 a.m. on Thursday, May 14, 2015 at the Pennsylvania Commission on Crime and Delinquency (PCCD), 3101 N. Front Street, Harrisburg, Pennsylvania.

Chairman Fred Contino called the meeting to order at 10:00 a.m. and asked all to join him in the Pledge of Allegiance. Board and staff introductions were then made to the audience members.

II. Election of Officers:

Ms. Sherry Leffler stated that since Chairman Contino and she were unable to attend the February 19, 2015 Board meeting, the annual Elections of Officers did not take place. Therefore, the first item on the Agenda would be the Elections of Officers for 2015. Ms. Leffler asked for nominations for Board Chairman. Major Kisthardt made a motion to nominate Fred Contino as the Board Chair and Constable Harry Walsh seconded the motion.

There were no other nominations.

A Roll Call Vote was taken:

VOTING AYE: Kisthardt, Sokoloff, Wenner, Walsh
VOTING NAY: None
ABSTAINING: None

The motion carried unanimously.

Ms. Leffler then asked for nominations for Board Vice-Chair. Constable Harry Walsh made a motion to nominate Adam Kisthardt as Vice-Chair of the Board and Constable Julie Sokoloff seconded the motion.

There were no other nominations.

A Roll Call vote was taken:

VOTING AYE: Contino, Sokoloff, Wenner, Walsh
VOTING NAY: None
ABSTAINING: None

The motion carried unanimously.

III. Action Items:

Chairman Contino moved to the first Action Item on the Agenda, **Minutes of the February 19, 2015, Meeting**, pages 1-6 of the Board Packet. Chairman Contino asked if there are any questions on the Meeting Minutes. He said on page three under the Discussion Items it indicates there was a meeting with Representative Caltagirone with regards to possible new legislation. Chairman Contino stated that he knew nothing about this meeting. As Chairman of the Board, the Board needs to know what is being discussed. He would appreciate it if the staff who met with Representative Caltagirone would share what transpired at the meeting. Mr. Merwine advised Chairman Contino that he was present at this meeting. The meeting specifically focused on the fee increase surcharge. It was discussed with Representative Caltagirone about the recommendations that have been made and to garner support for the fee increase. Chairman Contino asked that for the benefit of the constables that are out on the streets, the ones who generate this money for our training and education, were they contacted? Or was there any input from any constables, the Board or any staff recommendations? Chairman Contino stated that he felt slighted that he and the Board were not notified of this meeting. Chairman Contino stated that is the Board's job to watch the spending and expenditures. Chairman Contino asked Mr. Merwine if the fee increase was the only item discussed and that nothing else that would have an impact on the constables who are currently working was discussed. Mr. Merwine advised that the purpose of the meeting he attended was to discuss the fee increase and it focused on the recommendations that were in the Study that had been done. This was the only information that was presented. The purpose of the meeting was to specifically focus on the fee increase. Mr. Merwine further stated that the funds you indicated are manned by the Commission itself. The Commission felt a need to discuss this with the Representative because he had proposed legislation the prior year for the surcharge fee increase. Chairman Contino expressed a concern that in the past it has been the position of PCCD not to get involved with legislation. Now, that the Board needs funds for education, PCCD will fight to obtain the necessary legislation. Chairman Contino requests that in the future when meetings are to be held with Legislators that the Board be advised of these meetings. Chairman Contino advised that if he would not have reviewed the Board Minutes he would not have been

aware of the meeting. Chairman Contino advised that this needs to be more open. Mr. Merwine stated that this was fine and Chairman Contino stated he would appreciate it.

There was no other discussion. Constable Julie Sokoloff made a motion to accept the Board Meeting Minutes of February 19, 2015 and the motion was seconded by the Honorable William Wenner.

VOTING AYE: Contino, Sokoloff, Walsh, Wenner and Kisthardt
VOTING NAY: None
ABSTAINING: None

The motion carried unanimously.

Chairman Fred Contino moved to the second Action Item on the Agenda, **Financial Report for May 14, 2015**. Ms. Hartman reported the fiscal report beginning on page seven is for the third quarter of the 2014-15 State Fiscal Year (SFY) that ended March 31, 2015. Under Receipts, the balance carried forward from the previous year was \$4,807,975.38. The fees collected during the third quarter were \$416,472.28. The Total Funds available as of June 30 and are projected to be \$6,740,475.38. Under Expenditures & Commitments, the total accumulative expenditures as of March 31, 2015 were \$1,894,717.41. The Accumulative Expenditures & Commitments as of March 31, 2015 were \$10,580,100.22 which includes \$631,216.68 of Administrative Expenditures & Commitments. The breakdown of these costs can be found on page nine. The Total Committed Funds as of March 31, 2015 were a negative \$3,839,624.84. The negative balance is primarily due to the commitments of \$7.8 million for the three education and training delivery programs for the period that started on January 31, 2015 through December 31, 2017. Liquidations from both Indiana University of Pennsylvania and Penn State-Fayette did not post to the account until May 1, 2015. Also Temple has not submitted any invoices since June of 2014. Ms. Hartman asked if there are any questions.

Constable Sokoloff asked if it is common at this time of year to have a negative balance? Ms. Hartman indicated because this is a contract year and when we are starting new contracts, we have to add the new money committed for whatever time period the contracts are for. Ms. Leffler mentioned the contracts will run through December 31, 2017. Chairman Contino had a few questions regarding page nine. He questioned as to why is there a charge \$111,600.69 for IT Consulting – Computer Aid. Chairman Contino asked why we are still paying it and Ms. Leffler replied that Eric Hockensmith is still on staff as the Program’s primary IT support person that works on the CCETS system. Mr. Merwine mentioned that is the nine month figure which was shortly after deployment. Ms. Leffler said CCETS went live on July 22, 2014. In the months of July and August, we would have had dedicated IT service after the go live date. Chairman Contino said in November he asked when we would be done with this line item. Will we be carrying \$174,443.15 each year? Ms. Leffler mentioned we won’t lose Eric, he will be on staff with us and his time will be split between Constables’ Program and the Sheriffs’ and Deputy Sheriffs’ Program. The \$174,443.15 was from July 1, 2014 through March 31, 2015. She can’t speak to what that all involves but she knows Computer Aid is the company that Eric is employed through as an IT person. Mr. Merwine mentioned that during July and August, Eric was not the only IT resource. So that expenditure of details of all of that time as well as the \$111,086 was because of spending more time on Deputy Sheriffs. Currently, we won’t spend the full amount during this fiscal year. Eric will go back to his normal traditional role of 50% support for each of these two systems. Mr. Merwine said he could pull those financial numbers but that would be somewhat influx due to the staff augmentation contract that we procure that resource through the Commonwealth had a competitive bid and a new contract provider will take over October 1, 2015. Mr. Merwine could project the first three months costs because he knows

what the rates are with the existing contract. The new contract begins on October 1, 2015, the last nine months of the contract will be under contract with the new vendor, he doesn't know if that would have an impact on that or not. Chairman Contino mentioned to the Board Members that one of our biggest jobs is to watch the money. We question the schools relative to their expenses and now we need to start with PCCD. In November of 2014, Chairman Contino asked for a list of personnel services and the cost attributed to these expenses. Mr. Merwine sent the Chairman a list of hours and an expense in the amount of \$308,458.53. However, this information failed to detail what the expenses were for. The Chairman sent an additional email to Mr. Merwine asking for more specific details, such as names of the employees and the amount they were paid. Mr. Merwine stated that there are administrative assistants that work within the Office of Criminal Justice System Improvements that provide clerical type support, as well as clerical staff within the Office of Financial Management which is in the office where Ms. Hartman works. Ms. Hartman is a full-time employee that has a supervisor that provides time and some of the clerical staff within that office handles all the invoice processes that come out of that office. The documents you have in front of you are the hour's response to the email that was received from Chairman Contino requesting positions and hours. Mr. Merwine stated that he did receive the email requesting additional information but did not have time to prepare the information.

Chairman Contino advised the Board that his predecessor, Judge Richard Opiela, has been trying to figure out what money is actually being spent since 2009. Ms. Hartman said she could give them a breakdown of the \$308,458.53 that is listed for the nine month quarter for the three full time staff employees as well as the additional staff members who are billing to the Program. Ms. Hartman said the staff expenditures are \$223,170.83. The transfers that we do are based on timesheets and the amount of time different people spend on work for the Program for this nine month period was \$85,287.70. Last fall, Ms. Hartman spent more than average time on the contracts because of the budget renewals for the training delivery contracts. Chairman Contino asked would that be Specialized Services (Comptroller's Office charges), Ms. Hartman said no that would be different, those are charges for processing and paying invoices as well as other services that the Comptroller's Office provides to the Program. Ms. Leffler gave an example to the Board, when one of the schools submits an invoice it goes to Program Staff, who review and approve or staff may contact the school with additional questions. Once the invoice is approved by Program Staff, it is forwarded onto Ms. Hartman. Ms. Hartman reviews and approves the invoice and staff will then contact the school to forward the invoice to the Comptroller's Office. The Comptroller's Office has to process that invoice through their office as well and this is where the Specialized Services come into consideration. Staff only looks at the invoice for programmatic billings, i.e., are they billing us for 40 students in a classroom and they only had ten, etc. Chairman Contino just wanted to make sure no one is padding the bill for PCCD. Chairman Contino would like to examine this further, one the additional information is provided by Mr. Merwine. Chairman Contino also discussed issues with Real Estate-building rental of \$14,202.00. Chairman Contino shared with the other Board Members a website called Penn Watch. Penn Watch is a public website whereby you can look up various organizations and look at the appropriations of that particular agency. The Constables' Education and Training Program shows that \$2 million were spent in 2012-13, \$3 million in 2013-14, and \$1.9 in 2014-15. Chairman Contino advised these numbers are not matching up as the Program usually spends approximately \$2 million to run the Program. If you look at the fees collected, we collect about \$2 million a year and we spend approximately \$2.4 million. Major Kisthardt said they wouldn't have the same numbers as the Commonwealth has and there would not be the detail that the individual organizations would have. Chairman Contino stated that every year it shows a miscellaneous expense transfer line item, meaning that \$138,000 is being transferred. Chairman Contino questioned what this expense is for? He indicated that there is a breakdown of the employee health insurance, health benefits, leave payout, Medicare, overtime, salaries, telecom communications, IT Consultant, manage services, application maintenance for IT,

application development, but what is miscellaneous expense transfer? If that is \$138,000 last year and \$137,000 for 2012 and for 2014 we are at \$85,000, we need to know what that is for. Ms. Hartman said the \$85,000 is for a nine-month period, the hours you have is only for a six-month period. Mr. Merwine said we will break it down to a nine-month period to match this report. Ms. Hartman indicated the 2013-14 would reflect on page nine for the period ending June 30, which is a 12-month period. Ms. Lisa Osman said \$85,000 is for the period from July to December and the period January through March has not been posted as of March 31. She also indicated the miscellaneous transfer cost has not been included on this fiscal report because the transfer was just made last week. Chairman Contino stated that he is seeing too many numbers that do not match up and I'm not saying that anything is wrong, but we need to get our ducks in a row. He also stated that the Board needs to find out what is going on before we go any further with cuts to training. He stated the Board needs to take a much longer and harder look at all the numbers. Major Kisthardt said he understands the Chairman's concern and he also knows the State Police has ten clerks at the academy for a 6,000 person agency. This is a 200 person agency and look at the clerical support needed. Major Kisthardt stated that you are not going to have just three people doing all the work; there will have to be support staff. Major Kisthardt is not defending the numbers, just trying to relate them to his agency's structure. Judge William Wenner also explained how the county structure works. Chairman Contino stated that he will stay on top of this and start reaching out to the other Board Members. He feels that it is a lot of money being spent to educate 1,200 Constables. Mr. Merwine wanted to follow up with what Ms. Hartman indicated that the transfers are based on time sheeting. All staff, like himself, split their time on the various programs and must submit a time sheet. The time sheet must then be approved by a supervisor before any transfer can be made. Chairman Contino wants to make sure the numbers are true and not being rounded up. Chairman Contino wanted to say he is sorry if he insulted anyone but when things come to his attention he speaks up for the constables.

Ms. Leffler wanted to clarify that we are not currently short staffed in the Constables' Program and she indicated that she does not feel that she gets 40 hours of clerical support a week. She indicated that the three Program Staff do more than other planner positions, such as typing their own letters and mailing them, because we do not have dedicated clerical support. The three full-time staff get the job accomplished and we are not currently short staffed.

There was no other discussion and Major Kisthardt made a motion to accept the Financial Report of May 14, 2015. The motion was seconded by Constable Julie Sokoloff.

VOTING AYE: Contino, Sokoloff, Walsh, Wenner and Kisthardt
VOTING NAY: None
ABSTAINING: None

The motion carried unanimously.

Ms Hartman mentioned that on page ten of the Financial Report it shows the breakdown of the fees collected in this quarter. The first and second quarter of the year was almost identical in the fees collected. This quarter it illustrates that the collections are down. Ms Hartman is not sure if this depends on when the Counties submits the monies or not to the Commonwealth. Chairman Contino said he brought this up at the November meeting. A lot of the decrease in revenue occurred in 2013. The Constables used to get paid first. If a person came in and paid \$50 on a warrant \$32.50 went to the Constable first. The State and the District Judge got their little bits until the bill is paid off. When the Administrative Office of Pennsylvania Courts (AOPC)'s new computer program went live, the Constables became third in line to be paid. The magic number right now is \$75 per citation for the Constables to get paid and for the

training program to receive it is \$5. So if the person puts \$30 down and makes partial payments of \$10 a week, it might take four or five months to realize the error. Is there any way to find out why that was changed and why we could not be put first in order to be paid. Mr. Merwine indicated he's not sure if they can be put back as receiving the first payment but he could certainly talk to them and discuss this issue. He indicated that PCCD does not have a liaison per se with AOPC but we do have contacts over at AOPC. We can reach out to them about the process and what the priority is for reimbursement. Ms. Leffler interjected that when AOPC went live with the online payments, the issue of the \$5.00 fees became an issue. Chairman Contino said originally the \$5.00 fee was not there if you paid online. Judge Wenner said it is such an easy fix on the AOPC side but when they issue a warrant the \$5.00 fee should be automatically included. Chairman Contino asked Mr. Merwine if he could look into this issue with AOPC. Mr. Merwine said he has a meeting with Tom Darr from AOPC scheduled in June and he will put this on the Agenda.

Ms. Hartman was asked to talk about the projections on page 11. Ms. Hartman indicated the numbers in the second column match what is in the previous column. The ending balance for year 2013-14 whereby the revenues were added and the expenditures were subtracted, so we are looking to be solvent by 2018-19 if there are no increases.

Chairman Contino moved to the next Action Item on the Agenda, **Instructor Certifications**. Ms. Leffler wanted to mention that on page 12 of your packet, we recently had three instructors who were currently certified and successfully completed the Pressure Point Control Tactics (PPCT) Course held here at PCCD in February. Previously, they were certified under Physical Skills, however, when the Subjects were changed to Topics, there are different qualifications required to teach Defensive Tactics under the Physical Skills Topic that didn't exist under the individual subjects. The instructors who were affected by this change were given the opportunity to attend the PPCT training held here at PCCD in February. We had 13 individuals successfully complete the training. The three instructors who are coming before the Board were not previously certified for the Physical Skills Topic but now have the required qualifications to be certified by the Board. They are Jason Cox, Scott Steva, and Cliff Standard. Ms. Kathy Clarke asked the Board Members to turn to page 13 of the Board Packet and also to reference Addendum 1. Ms. Clarke reviewed the applications and gave staff recommendations, as follows:

Penn State Fayette:

Anthony Mucha, Jr.

Requested Topic Certifications:

General, Communications, Physical Skill, and Firearms

Joseph Popielarcheck

Requested Topic Certifications:

General, Communications, and Firearms

Jason Cox

Requested Topic Certifications

Physical Skills

Scott Steva

Requested Topic Certifications

Physical Skills

Cliff Standard
Requested Topic Certifications
Physical Skills

Indiana University of PA

Matthew Bryner
Requested Topic Certifications:
General, Physical Skills, and Firearms

Ronald Quinn
Requested Topic Certifications:
Firearms

Jeanne Fleming
Requested Topic Certifications:
Firearms

Brian Gates
Requested Topic Certifications:
Firearms

Program staff recommended Board certification for each instructor for the topics listed above. The Board was advised that Anthony Mucha, Jr., Joseph Popielarcheck, and Matthew Bryner will be new instructors for the program.

A Motion made by Constable Harry Walsh to accept the candidates for Instructor Certifications and seconded by Major Adam Kisthardt.

VOTING AYE: Contino, Kisthardt, Sokoloff, Walsh, and Wenner
VOTING NAY: None
ABSTAINING: None

The motion carried unanimously.

IV. Discussion Items:

There were no discussion items.

V. Informational Items:

Ms. Leffler provided the Board with an update on the Status of Certifications for the Program. She indicated that as of April 20, 2015, there were 1,157 Constables and Deputy Constables who were currently active and certified. Of these, 904 or 78% were also certified to carry a firearm in the performance of their constable duties. Since the inception of the Program in 1996, there have been a total of 4,096 individuals who have successfully completed basic training or taken the waiver examination and were certified by the Board.

Next Ms. Leffler provided the Board with an update on the Constables' Certification, Education and Training System (CCETS). As of April 20, 2015, there are 969 certified Constables and Deputy Constables who have registered as CCETS users (85% usage). There are currently 48 registered users from 30 County Clerk of Courts Offices.

Ms. Leffler advised the Board that included in the Board Packet are the course evaluations update for the first quarter of 2015. Ms. Leffler also advised that Penn State-Fayette, conducted a "Use of Force Survey" which was distributed in a recent training bulletin. The results of the survey are summarized in your Board Packet as well. The Program had 171 completed surveys returned for data collection. Ms. Leffler wanted to point out that information garnered from the surveys indicated that everyone who has ever had to use force in a situation always used verbal commands. Ms. Leffler indicated that the course, Management of Aggressive Behavior (MOAB), is the training currently utilized by the schools in the Basic Training. All Constables received this training in the 2009 Continuing Education training course. Ms. Leffler added that MOAB will be included as a mandatory module for Continuing Education in 2016.

Ms. Leffler also mentioned that the Annual Instructor Updates session will be held at the Penn Stater Conference Center in State College on June 17-19, 2015. If anyone is interested in attending the Instructor Updates please let her know.

At the February 2015 Board meeting, an issue was raised in Public Voice relative to possible training for patrol rifles. Wayne Hower gave a brief synopsis of the costs attributed to this type of training. Mr. Hower contacted the Pennsylvania Sheriffs' and Deputy Sheriffs' Program as well as the Pennsylvania State Police (PSP). Mr. Hower advised that as of this meeting date, he had not received any information from PSP. The average cost to train sheriffs and deputy sheriffs on patrol rifle was approximately \$33,000 per class of approximately 20 students. Each instructor will be required to requalify every 2-3 years at an expense of approximately \$22,000. Currently, the Municipal Police Officers' Education and Training Commission (MPOETC) offers a patrol rifle familiarization course; however, it does not certify you to carry the weapon. Furthermore, most of the NRA Patrol Rifle Courses expend approximately 1,200 rounds of ammunition over 40 hours of instruction.

Chairman Contino thanked Program Staff for the training bulletin that went out recently that listed insurance agencies and producers for our Constables. Mr. Pfau said it stated in the bulletin that these were the agencies and producers were identified the most in CCETS. Mr. Pfau wanted to clarify the Act states PCCD works with the Insurance Commission to make sure of the availability of liability insurance in the State.

Ms. Leffler announced to the Board that Kathy Clarke will be transferring to the Sheriffs' and Deputy Sheriffs' Training Program. Ms. Leffler thanked Kathy for her dedication and service to the Board and Constables' Education and Training Program for the last four years. Ms. Clarke was a Cumberland County Deputy Sheriff prior to working at PCCD. Ms. Leffler also stated Ms. Clark was critical in helping to get the CCETS system launched and helping all the Constables with their registrations while Ms. Leffler was out of the office on medical leave.

Ms. Leffler mentioned to the Board that two Board Members have utilized the WebEx system to remotely attend Board meetings. Constable Julie Sokoloff during the November 2014 Board meeting and Mr. Rich DeFilippi at the February 2015 Board meeting. However, there were several issues relative to using the WebEx system. The major problem centered on the use of the microphones and the inability of the

participants to hear the proceedings. There were also several issues with the camera as well. Ms. Leffler stated until we obtain an upgrade to the existing technology, it is counter-productive to continue utilizing the existing WebEx capabilities. Ms. Leffler further stated that Board Members can call into the Commission Room and listen to the proceedings if they cannot physically make it to a meeting. Chairman Contino stated that this does need to be worked on as Constables are very interested in utilizing the WebEx technology remotely.

VI. Public Voice:

Constable Ronald Quinn from Centre County and Regional Director for the Pennsylvania Fraternal Order of Constables (PAFOC), wanted to know if there is any way the recordings of the Board meetings can be posted on PCCD's website. Ms. Leffler indicated that staff do post the approved Meeting Minutes on the website, however, the minutes cannot be posted until after they have been approved by the Board. Chairman Contino said as far as the Meeting Minutes are concerned, they are summarized and then posted on the website after the fact. The February Meeting Minutes will be posted in May and the May Meeting Minutes would be posted after the August meeting. Mr. Merwine said they would need to discuss whether the actual board Meeting Minutes recording could be posted on the website. Constable Quinn stated the second issue he would like to discuss centers around the liability insurance in regards to moonlighting. He stated that some of his Constables have stated that Program Staff have been telling the insurance companies that any work done outside the scope of the training is considered moonlighting. Many Constables are being charged at a higher rate due to the moonlighting charges. Mr. Pfau said he is not touching the moonlighting issue but the fact is we are to train and certify you to work for the judicial courts. Mr. Pfau said anything outside of judicial duties, what you do off duty is not of our concern. We are mandated to train and certify you for judicial duties only, that is our main focus. Ms. Leffler indicated she has never used the word moonlighting with any constable or insurance company she has spoken to. She would like to know what insurance companies and what Constables have indicated Program Staff used the word moonlighting. Mr. Quinn said he could send Ms. Leffler a couple of them.

Constable Barry Betz from Lehigh County stated that he felt several Counties are not including the \$5.00 fee in the Constables' Fund. Judge Wenner feels it is just laziness on the counties part for not assessing the \$5.00 surcharge when work is done by constables or deputy constables.

Constable Daniel Watkins from Adams County and Vice President of the PAFOC stated that he was approached by one of his members trying to register his weapon in his agency's name. The Constable contacted PSP but they were unable to advise him on how to proceed. This Constable owns a business and he wants to register the weapon in the agency's name so as to minimize his liability. Mr. Pfau stated there is a firearms section at PSP who can answer this question and this issue should be directed to them.

Constable Thomas Impink from Berks County and President of the Pennsylvania State Constable's Association (PSCA) expressed his concerns that not all sections of the Joint State Government Commission's recommendations were taken into consideration. He feels it would be a disservice to the Constables of Pennsylvania to ignore the rest of this report and only have the surcharge fee increased.

VII. Adjournment

Chairman Contino asked for a motion to adjourn the meeting, which was made by the Honorable William Wenner and the motion was seconded by Constable Julie Sokoloff.

VOTING AYE: Contino, Kisthardt, Sokoloff, Walsh, and Wenner
VOTING NAY: None
ABSTAINING: None

The motion carried unanimously and the meeting was adjourned at 11:35 a.m.

The next Board meeting will be held on August 13, 2015 at PCCD's Office in Harrisburg.