

PRISON BOARD MINUTES

July 14, 2021

Board Members Present:

Thomas C. Chernisky, President Commissioner
Scott W. Hunt, Commissioner
Edward Cernic, Jr., Controller

Others Present:

Chris Smith, Warden
William Patterson, First Deputy Warden
Craig Descavish, Second Deputy Warden
George Rozum, Security Captain
William Valko, Court Administrator

Pledge of Allegiance.

Commissioner Hunt called the meeting to order at 10:35 a.m., in the Jury Room of the Cambria County Courthouse, Ebensburg, Pennsylvania.

Motion was made by Commissioner Chernisky to approve the Minutes of the meeting held on June 9, 2021.

Motion was seconded by William Valko and passed unanimously.

Public Comment:

None.

Presentation and Approval of Invoices:

Controller Cernic presented the following bills and Invoice Status Report for approval:

Prison bills paid after the Meeting held June 9, 2021:

Retirement Fund	\$23,810.42
Retirement Fund	\$23,489.08
UPMC Health Plan	\$90,396.88
UPMC Dental	\$113.82
Symetra Life Insurance	\$452.72
Phoenix Rehab	\$150.00
CamTran	\$243.15
GC Pivotal	\$67.16
Axon Enterprises	\$1,125.00
Penelec	\$17,313.89
Ricoh	\$820.94
FNB Visa	\$644.59
Peoples	\$944.04
Pro Disposal	\$550.00
Ray Oil & Gas	\$150.90
Wells Fargo	\$150.20
Direct Energy	\$634.54
Mainline Newspaper	\$137.25
Total:	\$161,194.58

Invoice Status Report:

July 12, 2021, 126 Invoices Totaling	\$217,823.03
Canteen Fund bills paid after June, 2021, Meeting	\$4,028.64

Canteen Fund Bills to be Paid

\$49,582.02

Motion was made by Controller Cernic to approve the bills and the Invoice Status Report.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Warden's Report:

The Warden requested an Executive Session.

Motion was made by Controller Cernic to convene an Executive Session at 10:39 a.m.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Motion was made by Controller Cernic to reconvene the Public Meeting at 11:00 a.m.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Personnel:

1. Hire the following as Full-Time Correction Officers, effective August 8, 2021. (Employment is contingent on successful completion of the pre-employment screenings.)

**Jerrad Baker
Timothy Gutsky
Kimberly Peles
Darrin Smith
Jessica Kajka**

**Youssef El-Shawarby
Taylor Luther
Brad Rosemas
David Warner**

**Kristin Glavack
Dakota Houston
Courtney Sinclair
Tracy Vanosky**

2. Hire the following as Per-Diem Correction Officers, effective August 8, 2021. (Employment is contingent on successful completion of the pre-employment screenings.)

**Trey Kurfelt
Theodore Theys**

**Alexis Selapack
Benjamin Krumenaker**

Noah Sleasman

3. Matthew Hale, remove Full-Time Correctional Officer I from payroll, effective July 17, 2021.

4. Kristy Guillamod, remove Full-Time Correctional Officer I from payroll, effective July 11, 2021.

5. Jessica Greathouse, transfer from Full-Time Counselor to Full-Time Director of Training and Recruitment, effective July 11, 2021.

6. Create a Full-Time Director of Training and Recruitment position, effective July 11, 2021.

7. Abolish the Full-Time Counselor position, effective July 11, 2021.

Warden Smith reported:

1. To date, there have been three hundred and seventy-nine (379) positive Covid-19 cases at the Prison; seventy (70) staff members, seven (7) PrimeCare employees, and three hundred and two (302) inmates. This reflects absolutely no increase in numbers since last month's meeting. All

of the Facility's screening, testing, cleaning, social distancing, and quarantine practices remain in effect. Due to the decrease in cases within the community and within the Prison, the Facility is slowly beginning to implement some normal operating procedures. The quarantine period for new commitments has been reduced from ten (10) days to seven (7) days. However, testing upon entry and at seven (7) days continues. Some transports to court have resumed; medical co-pay fees have been reinstated; inmate visitors and religious volunteers will again be permitted to visit the institution on a modified schedule beginning on July 19, 2021; and other treatment programming is expected to resume on a limited basis in the near future.

2. As mentioned last month, the maintenance crew was working on restoring the exterior of the Prison. All of the blue stucco has been painted; all of the steel beams have been painted; the curbing has been painted; all window frames and trim around the building have been painted; new signage was hung; all overgrown shrubbery has been removed; and topsoil and grass have been planted in both the front and back of the Facility. This project turned out very well and was long overdue.

3. Due to the current staffing shortage, the Prison has been closing the lobby at 5:00 p.m. Once the new group of hires has completed training, the Facility will return to normal operating hours and stay open until 9:00 p.m.

4. The Prison recently received a 2014 Ford Expedition from the Coroner's Office that will be converted into an inmate transport vehicle. The security cages will be recycled from old Sheriff's vehicles in the auction lot, and the other equipment, (radio, etc.), will be transferred from vehicles the Facility is taking out of service. The Prison will be removing two (2) vehicles from service, a 2005 Ford Taurus and a 2007 F-350 Van, when the Expedition is ready for use.

5. The CERT (Correctional Emergency Response Team) gear that was received through the JAG grant has started to arrive and is being put into use. With the recent resignation of Training Officer Matt Hale, who was Co-Coordinator of the CERT Program, the Prison has moved Officer Brad Dugan into this Co-Coordinator role. Officer Hale held several of the instructor certifications needed to train other staff in CERT-related topics. The Prison is currently in the process of sending several other CERT officers to receive those instructor certifications.

Statistical Report:

Report is attached.

June, 2021

Average Daily Population for June, 2021	321
Housing Revenue for June, 2021	\$135,800.00
Year to Date Revenue as of June, 2021	\$789,250.00

Food Service Report:

During the month of June, the Prison worked on cleaning and sanitizing work areas along with the importance of knowing the difference between cleaning and sanitizing.

Jeff Callihan, Prison Food Service Director, also continued working with Megan Gervasi, of the Nutrition Group, on making changes to the menu and looking for new products to alleviate food costs.

Medical Report:

Report is attached.

Training:

1. On June 18, 2021, Lieutenant Mark Anderson and Officers David Leverknight and Bradley Dugan completed eight (8) hours of Taser Instructor training at East Freedom, Pennsylvania.
2. On June 22, 2021, Lieutenant Zacchary Nealen, Officers Matt Hale, Greg Ream, Cory Stormer, and Joseph Zachesky completed eight (8) hours of in-house CERT Leader training.

Misconduct Report:

There was no information to report.

Miscellaneous:

There was no information to report.

Motion was made by Controller Cernic to accept the Warden's Report.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Communications:

None.

Old Business:

None.

New Business:

None.

Adjournment:

Motion was made by Controller Cernic to adjourn the meeting.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Michael Gelles, IV, Chief Clerk