

PRISON BOARD MINUTES

August 11, 2021

Board Members Present:

Thomas C. Chernisky, President Commissioner
William J. Smith, Commissioner
Scott W. Hunt, Commissioner
Don Robertson, Acting Sheriff
Gregory Neugebauer, District Attorney
Dana Descavish, 2nd Deputy to the Controller

Others Present:

Chris Smith, Warden
William Patterson, First Deputy Warden
Craig Descavish, Second Deputy Warden
William Valko, Court Administrator

Pledge of Allegiance.

Commissioner Smith called the Meeting to order at 10:30 a.m., in the Jury Room of the Cambria County Courthouse, Ebensburg, Pennsylvania.

Motion was made by Commissioner Hunt to approve the Minutes of the Meeting held on July 14, 2021.

Motion was seconded by Acting Sheriff Robertson and passed. District Attorney Neugebauer abstained.

Public Comment:

None.

Presentation and Approval of Invoices:

Dana Descavish presented the following bills and Invoice Status Report for approval:

Prison bills paid after the Meeting held July 14, 2021:

| | |
|-------------------|--------------|
| Retirement Fund | \$24,557.83 |
| Retirement Fund | \$23,951.32 |
| UPMC Health Plan | \$88,108.66 |
| Altoona Mirror | \$766.00 |
| Ebensburg Borough | \$31,117.30 |
| Ricoh | \$209.00 |
| Wells Fargo | \$150.20 |
| FNB Credit Card | \$1,178.90 |
| Penelec | \$19,519.19 |
| Peoples | \$825.58 |
| Ricoh | \$349.86 |
| Total: | \$190,733.84 |

Invoice Status Report:

| | |
|---|--------------|
| August 9, 2021, 104 Invoices Totaling | \$197,091.43 |
| Canteen Fund bills paid after July, 2021, Meeting | \$4,822.86 |
| Canteen Fund Bills to be Paid | \$35,870.07 |

Motion was made by Dana Descavish to approve the bills and the Invoice Status Report.

Motion was seconded by District Attorney Neugebauer and passed unanimously.

Warden's Report:

The Warden requested an Executive Session.

Motion was made by District Attorney Neugebauer to convene an Executive Session at 10:32 a.m.

Motion was seconded by Commissioner Hunt and passed unanimously.

Motion was made by District Attorney Neugebauer to reconvene the Public Meeting at 10:50 a.m.

Motion was seconded by Commissioner Hunt and passed unanimously.

Personnel:

1. Hire the following as Per-Diem Correctional Officers, effective August 9, 2021. (Employment is contingent on successful completion of the pre-employment screenings.)

**Andrew Evanicko
Anthony Shultz**

Brian Duman

Calvin Hartman

2. Melvin Wisor, remove Per-Diem Correctional Officer, effective July 27, 2021.

3. Alexis Selepack, remove Per-Diem Correctional Officer, effective August 9, 2021.

4. Tracy Vanosky, remove Full-Time Correctional Officer I, effective August 9, 2021.

5. Jessica Kajka, remove Full-Time Correctional Officer I, effective August 9, 2021.

6. Brady Skibo, remove Full-Time Correctional Officer I, effective August 17, 2021.

7. Trey Karfelt, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective August 9, 2021.

8. Noah Sleasman, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective August 9, 2021.

Warden Smith reported:

1. To date, there have been three hundred and eighty (380) positive Covid-19 cases at the Prison; seventy (70) staff, seven (7) PrimeCare employees, and three hundred and three (303) inmates. This reflects an increase of one (1) current positive case since last month's Meeting. All of the Facility's screening, testing, cleaning, social distancing, and quarantine practices remain in effect. Last month, the Prison began to reopen for limited operations, including allowing visitors and religious volunteers to enter the Facility. To date, this has been going well.

2. Last week, the Prison was forced to implement a lockdown/quarantine procedure for the Worker Unit due to a possible Covid-19 exposure by a work crew. This quarantine procedure restricted the work crews from doing any work throughout the Facility or at outside locations. As a result, a limited number of inmates were emergency cleared

to work in the kitchen. Due to the limited crew, the menu had to be revised and bread had to be ordered in, which will result in an additional cost.

3. The Intertech service technician that has been assigned to the Prison since the Facility's initial security upgrade in 2009 has moved on to other employment, which is a concern. The Prison has been working with Intertech to get other technicians familiar with the system and to ensure that response time for repairs is not affected.

4. Deputy Patterson made a trip to the State Surplus this month and made some impressive cost-saving purchases. Items of significance that he was able to get include a commercial bread slicer for \$250.00, (a \$5,000.00 value), a floor polisher for \$25.00, (a \$1,000.00 value), and seven hundred (700) bedsheets for \$250.00 (\$.35 cents each). The bread slicer was perfect timing, as the one that was being used, which was original to the Facility, malfunctioned and stopped working earlier this week.

5. The Prison has been working with Tara Keilman from the Commissioners' Office on the upgrade for the HVAC system to the HF Unit, converting it from oil to natural gas. The bid for the project engineering has been completed and advertised. Engineering firms have begun making appointments for on-site visits to inspect the project prior to submitting bids.

6. The Cadet Academy for new hires from last month started this past Monday. The Academy consists of thirteen (13) full-time and six (6) per-diem officers, which will finally take the Facility back to full staffing. The class will complete one hundred and sixty (160) hours of classroom training and forty (40) hours of on-the-job training prior to working in the back of the Prison.

Statistical Report:

Report is attached.

July, 2021

| | |
|---|--------------|
| Average Daily Population for July, 2021 | 362 |
| Housing Revenue for July, 2021 | \$126,070.00 |
| Year to Date Revenue as of July, 2021 | \$915,320.00 |

Food Service Report:

None.

Medical Report:

Report is attached.

Training:

1. On July 12, 2021, Captain George Rozum, Officer Rick Alexander, and Maintenance Technician Brian Risko completed Underground Tank Operator Certification.

2. On July 13, 2021, Director Jessica Greathouse completed CPR/AED/First Aid recertification at Indiana, Pennsylvania.

Misconduct Report:

There was no information to report.

Miscellaneous:

There was no information to report.

Motion was made by Commissioner Chernisky to accept the Warden's Report.

Motion was seconded by Commissioner Hunt and passed unanimously.

Communications:

The Warden stated that a notice of lawsuit was received from a prior inmate.

Old Business:

None.

New Business:

None.

Adjournment:

Motion was made by District Attorney Neugebauer to adjourn the meeting.

Motion was seconded by Commissioner Hunt and passed unanimously.

Michael Gelles, IV, Chief Clerk