

PRISON BOARD MINUTES

January 8, 2020

Board Members Present:

**Robert Kolar, Sheriff
Thomas C. Chernisky, President Commissioner
William J. Smith, Commissioner
Scott W. Hunt, Commissioner
Gregory J. Neugebauer, District Attorney
Edward Cernic, Jr., Controller**

Others Present:

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

Pledge of Allegiance.

Sheriff Kolar called the meeting to order at 10:30 a.m., in the Jury Room of the Cambria County Courthouse, Ebensburg.

Reorganization:

Motion was made by Controller Cernic to appoint Robert Kolar as President.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Controller Cernic to appoint Scott W. Hunt as Vice President.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Controller Cernic to appoint Michael Gelles, IV, as Secretary.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Controller Cernic to appoint Christian Smith as Warden.

Motion was seconded by Commissioner Smith and passed unanimously.

Sheriff Kolar appointed himself, Edward Cernic, Jr., and William J. Smith as Inspectors.

Motion was made by Controller Cernic to hold meetings on the second Wednesday of each month in the Jury Room of the Courthouse, at 10:30 a.m., with the exception of the May and November meetings. These meetings will be held at the Cambria County Prison, and November's meeting will be held on Thursday, the 12th, due to the Veterans Day Holiday.

Motion was seconded by Commissioner Hunt and passed unanimously.

Motion was made by Commissioner Smith to approve the Minutes of the meeting held on December 11, 2019.

Motion was seconded by Commissioner Chernisky, Sheriff Kolar, and Controller Cernic and passed. Commissioner Hunt and District Attorney Neugebauer abstained.

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 December 11, 2019:

Retirement Fund	\$20,961.05
Retirement Fund	\$22,244.78
UPMC Health Plan	\$91,703.66
UPMC Dental	\$108.40
Symetra Life Insurance	\$447.14
GC Pivotal	\$66.23
Penelec	\$19,634.14
Ricoh	\$892.71
Ricoh	\$493.54
FNB (Credit Card)	\$525.00
FNB (Credit Card)	\$242.09
Hite	\$1,554.80
Total	\$158,873.54

Invoice Status Report:

January 6, 2020, 52 Invoices Totaling	\$125,221.58
Canteen Fund bills paid after December 2019 Meeting	\$31,126.15
Canteen Fund Bills to be Paid	\$5,509.89

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

Motion was seconded by Commissioner Chernisky and passed unanimously.

Warden's Report:

Warden Smith requested an Executive Session.

Motion was made by Commissioner Chernisky to convene an Executive Session at 10:40 a.m.

Motion was seconded by Commissioner Smith and passed unanimously.

Motion was made by Commissioner Chernisky to reconvene the Public Meeting at 10:55 a.m.

Motion was seconded by Commissioner Smith and passed unanimously.

Personnel:

1. Alex Gardini, transfer from Per-Diem Correctional Officer I to Full-Time Correctional Officer I position, effective January 12, 2020.
2. Bruce Yeckley, hire as Per-Diem Maintenance Technician, effective January 13, 2020.
3. Isaac Martin, remove Per-Diem Correctional Officer, effective December 27, 2019.

4. Shane Eckels, remove Per-Diem Correctional Officer, effective December 31, 2019.

Operations:

Warden Smith reported:

1. Members of the Prison's CERT Team completed twenty-four (24) hours of specialized training throughout the last portion of December. The CERT Team is now comprised of forty-one (41) officers, supervisors, and administrators who volunteer to be a team member, making this the largest team the Prison has had in several years. Due to a significant number of newer members, additional training in the late spring is anticipated.
2. The sewer project for the Prison has now begun. Last week, the company began moving equipment on site, and work is anticipated to begin this week. Deputy Patterson has been named the point of contact for the project.
3. We have received formal notice that the annual Department of Corrections inspection will be held April 21, 2020. No deficiencies are anticipated with this inspection. However, the Facility is continuously making efforts to improve and ensure it remains in full compliance.
4. The Prison has scheduled a meeting with its Nutrition, Inc., Account Administrator and the Food Service Director to consider revisions to the menu with the hopes of further reducing costs. If a plan is developed, that information will be shared with the Board.

Statistical Report:

Report is attached.

December, 2019

Average Daily Population for December, 2019	404
Housing Revenue for December, 2019	\$152,670.00
Year to Date Revenue as of December, 2019	\$2,740,128.00

Food Service Report:

None.

Medical Report:

Report is attached.

Training:

From December 9, 2019, through December 13, 2019, twenty (20) of the Prison's current and candidate Correctional Emergency Response Team members participated in twenty-four (24) hours of training in Assault Management in Corrections, Cell Extractions, Formations, and Marching.

From December 16, 2019, through December 20, 2019, twenty-one (21) of the Prison's current and candidate Correctional Emergency Response Team members participated in twenty-four (24) hours of training in Assault Management in Corrections, Cell Extractions, Formations, and Marching.

From December 23, 2019, through December 24, 2019, Officer Devon Nagle received sixteen (16) hours of training on operations of the Prison's kitchen.

On December 23, 2019, Officer Leanna Reese received eight (8) hours of training on operations of the Prison's laundry.

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 Smith and passed unanimously.

Communications:

Sheriff Kolar received letters from inmates.

Old Business:

None.

New Business:

None.

Adjournment:

Motion was made by Commissioner Smith to adjourn the meeting.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Michael Gelles, IV, Chief Clerk