

# PRISON BOARD MINUTES

February 12, 2020

**Board Members Present:**

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

**Others Present:**

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

Pledge of Allegiance.

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

Motion was made by Controller Cernic to approve the Minutes of the meeting held on January 8, 2020.

Motion was seconded by Commissioner Hunt 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 January 8, 2020:**

Retirement Fund	\$22,575.69
Retirement Fund	\$23,228.29
UPMC Health Plan	\$97,503.24
GC Pivotal	\$66.23
Phoenix Rehab	\$100.00
Ebensburg Borough	\$32,302.55
Pro Disposal	\$495.00
Ricoh	\$209.00
Tony Sunseri	\$4,601.90
FNB (Credit Card)	\$197.10
Camtran	\$880.65
Penelec	\$19,366.08
Ray Oil & Gas	\$1,118.25
Ricoh	\$471.34
Peoples	\$1,718.46
<b>Total</b>	<b>\$204,833.78</b>

**Invoice Status Report:**

February 7, 2020, 120 Invoices Totaling	\$128,973.43
Canteen Fund bills paid after January 2020 Meeting	\$49,028.56
Canteen Fund Bills to be Paid	\$15,139.52

**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:**

**Personnel:**

- 1. Martin Daughenbaugh, transfer from Correctional Officer II to Correctional Officer I, effective August 25, 2019.**
- 2. Brandon Shaw, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective February 23, 2020.**
- 3. Taylor Frederick, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective March 8, 2020.**
- 4. Leanna Reese, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective March 8, 2020.**
- 5. Joseph Popich, remove Full-Time Correctional Officer I (Booking Center) from payroll, effective February 27, 2020.**
- 6. Evan Waldron, remove Full-Time Correctional Officer I from payroll, effective February 20, 2020.**
- 7. Justice Rieger, remove Full-Time Correctional Officer I from payroll, effective March 8, 2020.**
- 8. Christopher Heltzel, remove Per-Diem Correctional Officer from payroll, effective January 27, 2020.**
- 9. Ryan Wagner, remove Per-Diem Correctional Officer from payroll, effective January 29, 2020.**
- 10. Raymond Gorham, remove Per-Diem Correctional Officer from payroll, effective February 14, 2020.**

**Operations:**

**Warden Smith reported:**

- 1. In mid-January, the Prison's lobby underwent a renovation to better improve security and entry into the building. The lobby and bathrooms were painted, floors were stripped and re-waxed, new floor base was installed, new phone, internet, and electrical cabling was installed, and a new reception area was put in place. The reception area was purchased used from YTI Career Institute in Altoona for \$150.00 and is in excellent condition. Comparable units range in price from \$1,200.00 to \$2,000.00. Using inmate labor, the total cost of the renovation is estimated at approximately \$1,000.00.**
- 2. The Prison's Maintenance Agreement with Intertech for door controls, intercoms, and cameras expires in May of this year. At the end of this Agreement, the computer equipment and software will be approximately twelve (12) years old and will be due for an upgrade. Staff has been meeting with several companies, including Intertech, to review options and anticipated costs for an upgrade. The Board and Commissioners will be updated as more information is obtained.**

3. After several months of preparation and working with Fred Oliveros from Cambria County Drug and Alcohol, in January, the Prison was able to begin the Vivitrol program. Inmates must volunteer to participate in the program and meet certain criteria. The criteria developed to participate in the program includes those sentenced to the Day Reporting Center, those sentenced to Drug and Alcohol Treatment, or any inmate who has attended in-house treatment programs during incarceration and demonstrated significant strides towards rehabilitation.

4. At the end of January, the Facility began its mandatory annual training for all prison employees. Each staff member will receive sixteen (16) hours of training this year. Training is anticipated to be completed by the end of March. In addition, due to a lot of its staff being new employees, PrimeCare Medical has agreed to allow its staff to participate in an eight (8) hour security awareness training that was conducted mid-January.

5. Interviews will begin next week for another per-diem academy that is tentatively scheduled to begin March 16, 2020. After the previously mentioned per-diem to full-time transfers take effect, the Prison will only have one (1) per-diem officer left on staff.

**Statistical Report:**

Report is attached.

**January, 2020**

Average Daily Population for January, 2020	414
Housing Revenue for January, 2020	\$126,280.00
Year to Date Revenue as of January, 2020	\$126,280.00

**Food Service Report:**

During the month of January, the Prison worked on basic training as well as cross-training the inmate workforce. Individuals were cross-trained to handle multiple positions as needed, and new workers were trained as well.

**Medical Report:**

Report is attached.

**Training:**

None.

**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:**

Sheriff Kolar received a letter from an inmate.

**Old Business:**

Deputy Warden Patterson advised that the sewer project was progressing.

**New Business:**

Controller Cernic advised that there was a \$200,000.00 savings due to the electric/gas upgrade at the Facility.

**Adjournment:**

Motion was made by Controller Cernic to adjourn the meeting.

Motion was seconded by Commissioner Chernisky and passed unanimously.

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Michael Gelles, IV, Chief Clerk