

# PRISON BOARD MINUTES

September 9, 2020

**Board Members Present:**

Thomas C. Chernisky, President Commissioner  
William J. Smith, Commissioner  
Scott W. Hunt, Commissioner  
Gregory J. Neugebauer, District Attorney  
Edward Cernic, Jr., Controller  
Don Robertson, Acting Sheriff

**Others Present:**

William Valko, Court Administrator  
Chris Smith, Warden  
William Patterson, First Deputy Warden

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.

Motion was made by Commissioner Hunt to approve the Minutes of the meeting held on August 12, 2020.

Motion was seconded by District Attorney Neugebauer 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 August 12, 2020:**

|                        |                     |
|------------------------|---------------------|
| Retirement Fund        | \$20,376.91         |
| Retirement Fund        | \$20,764.24         |
| UPMC Health Plan       | \$92,243.50         |
| UPMC Dental            | \$108.40            |
| Symetra Life Insurance | \$454.83            |
| CamTran                | \$244.97            |
| Pendo                  | \$2,975.00          |
| Penelec                | \$17,294.33         |
| Ricoh                  | \$948.71            |
| Ricoh                  | \$209.00            |
| FNB – Visa             | \$241.47            |
| GC Pivotal             | \$66.39             |
| Direct Energy          | \$1,110.00          |
| Hite                   | \$370.63            |
| Peoples                | \$769.90            |
| <b>Total:</b>          | <b>\$158,178.28</b> |

**Invoice Status Report:**

September 8, 2020, 101 Invoices Totaling \$210,185.32

**Motion was made Controller Cernic to approve these invoices and the Invoice Status Report.**

**Motion was seconded by Commissioner Hunt and passed unanimously.**

|  |                    |
|--|--------------------|
| <b>Canteen Fund bills paid after August 2020 Meeting</b> | <b>\$9,317.28</b>  |
| <b>Canteen Fund Bills to be Paid</b>                     | <b>\$12,341.35</b> |

**Motion was made by Controller Cernic to approve the Canteen Fund bills.**

**Motion was seconded by Commissioner Hunt and passed unanimously.**

**Warden's Report:**

**The Warden requested an Executive Session to discuss a personnel matter.**

**Motion was made by Controller Cernic to convene an Executive Session at 10:34 a.m.**

**Motion was seconded by Commissioner Hunt and passed unanimously.**

**Motion was made by Controller Cernic to reconvene the Public Meeting at 10:48 a.m.**

**Motion was seconded by Commissioner Hunt and passed unanimously.**

**Controller Cernic made a motion recommending that the Commissioners hire one of the top two (2) candidates for the vacant fiscal position at the Prison.**

**Motion was seconded by Commissioner Hunt and passed unanimously.**

**Personnel:**

- 1. Kristin Moore, hire Per-Diem Correctional Officer, effective September 19, 2020.**
- 2. Victoria Green, remove Full-Time Correctional Officer I from payroll, effective September 4, 2020.**
- 3. Alexandera Ringler, remove Per-Diem Correctional Officer from payroll, effective August 18, 2020.**
- 4. Greg Peterson, remove Per-Diem Correctional Officer from payroll, effective August 22, 2020.**

**Warden Smith reported:**

- 1. The Prison continues to have zero (0) cases of Covid-19. All recommended CDC and Department of Corrections' guidelines remain in effect. All visitors and volunteers are still restricted, and all group activities remain suspended. The Facility was disinfected again last week, and this process will continue every three (3) to four (4) weeks. Recently, PPE supplies were replenished with a delivery of one thousand (1,000) N-95 masks and five hundred (500) surgical masks from Cambria County Emergency Management Agency.**
- 2. The ICE Office of Detention Oversight has received the majority of the materials it required for the virtual inspection of the Facility. The inspection is scheduled for September 21, 2020, through September 24, 2020. However, the Office of Detention Oversight requested that all documentation be sent by the end of business on September 3, 2020. With the short notice that was provided for the delivery of documentation,**

combined with the County-wide computer system shutdown, the Prison was not able to deliver everything by that date. The Office of Detention Oversight was advised of the computer failure and, documentation continues to be sent as it is retrieved. The Warden thanked Deputy Descavish, who is the ICE liaison, for handling the majority of the inspection process himself. He spent countless hours gathering, labeling, and putting together the requested documentation.

**Statistical Report:**

Report is attached.

**August, 2020**

|   |                |
|---|----------------|
| Average Daily Population for August, 2020 | 342            |
| Housing Revenue for August, 2020          | \$160,790.00   |
| Year to Date Revenue as of August, 2020   | \$1,061,900.00 |

**Food Service Report:**

None.

**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 Hunt and passed unanimously.

**Communications:**

None.

**Old Business:**

Controller Cernic questioned the status of the repairs needed after the sewer work that was done.

**New Business:**

None.

**Adjournment:**

Motion was made by Commissioner Hunt to adjourn the meeting.

**Motion was seconded by District Attorney Neugebauer and passed unanimously.**

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**Michael Gelles, IV, Chief Clerk**