

# PRISON BOARD MINUTES

March 13, 2019

**Board Members Present:**

Robert Kolar, Sheriff  
William Valko, Court Administrator for  
Norman A. Krumenacker, III, President Judge  
Thomas C. Chernisky, President Commissioner  
William J. Smith, Commissioner  
Mark J. Wissinger, Commissioner  
Kelly Callihan, District Attorney  
Dana Descavish, Second Deputy for  
Edward Cernic, Jr., Controller

**Others Present:**

Michael Gelles, IV, Chief Clerk  
Christian Smith, Warden  
William Patterson, Second Deputy to the Warden  
Craig Descavish, Second Deputy to the Warden

Pledge of Allegiance.

Sheriff Kolar called the meeting to order at 10:30 a.m., at the Cambria County Courthouse, 3<sup>rd</sup> floor Commissioners' Meeting Room, Ebensburg.

Motion was made by Commissioner Smith to approve the Minutes of the meeting held on February 13, 2019.

Motion was seconded by Commissioner Wissinger and passed unanimously.

**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 February 13, 2019:**

Retirement Fund	\$20,826.42
Retirement Fund	\$19,445.89
UPMC Health Plan	\$93,676.48
UPMC Dental	\$124.66
Symetra Life Insurance	\$448.65
Access Point	\$78.99
CamTran	\$566.10
Pro Disposal	\$495.00
Ricoh	\$815.02
Tribune Democrat	\$57.50
Penelec	\$19,353.83
Ray Oil & Gas	\$1,530.28
Ricoh	\$208.42
CamTran	\$492.45
Peoples	\$4,328.30
Prime Care	\$120,190.80
Total	\$282,638.79

**Invoice Status Report:**

<b>March 8, 2019, 80 Invoices Totaling</b>	<b>\$215,387.05</b>
<b>Canteen Fund bills paid after Feb. 2019, Meeting</b>	<b>\$19,804.02</b>
<b>Canteen Fund Bills to be Paid</b>	<b>\$16,796.56</b>

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

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

**Warden's Report:**

**The Warden requested an Executive Session.**

**Motion was made by Commissioner Wissinger to convene an Executive Session at 10:37 a.m.**

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

**Motion was made by Commissioner Wissinger to reconvene the public meeting at 10:42 a.m.**

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

**Personnel:**

- 1. Ralph Hansen, remove Full-Time Correctional Officer I, effective March 30, 2019.**
- 2. Charles Segada, remove Full-Time Correctional Officer I, effective February 19, 2019.**
- 3. Summer Brown, remove Full-Time Correctional Officer I, effective February 23, 2019.**
- 4. Scarlett Daugherty, remove Per-Diem Correctional Officer, effective February 22, 2019.**
- 5. Colton Pearce, remove Per-Diem Correctional Officer, effective March 2, 2019.**
- 6. Christina Berkhimer, remove Full-Time Correctional Officer I, effective March 4, 2019.**
- 7. Brendan Eckenrode, remove Full-Time Correctional Officer I, effective March 7, 2019.**
- 8. Edward Migut, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective March 10, 2019.**
- 9. Hanna Orlosky, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective March 24, 2019.**
- 10. Hire the following as Per-Diem Correctional Officers, effective March 25, 2019. (Employment is contingent on successful completion of the pre-employment screenings.)**

**Brett Landry**

**Olivia Urbanek**

**Operations:**

**Warden Smith reported:**

1. In February, the Prison's annual Quality Treatment Checklist Audit was conducted as part of the State Parole Violator Contract. The overall score was a 26/27 or 96.3%. This is the highest score received on this audit since the program's inception. The counselors currently in charge of the program, Mary McCoy and Rebecca Fox, have been doing an outstanding job since taking this duty over in November, 2018.

2. As the Board is aware, late last year, the dryers at the Facility were converted from electric to natural gas. Over the last month, one (1) dryer has caught on fire two (2) times. However, the dryer's built-in fire suppression system immediately put out the fires with absolutely no smoke or fire damage to any part of the Prison or the dryer itself. After several troubleshooting and repair visits from the vendor, it was found that the circuit board in the dryer malfunctioned. It has since been replaced.

3. Over the past winter, several office areas were having issues with the heating system. Several of the areas were not getting any heat; others were getting too much heat; and others were constantly fluctuating back and forth between temperatures. McCarl's came in to troubleshoot, and they found that there were no issues with the heating units themselves. However, the thermostats, which are original to the building, were not sending the proper data back to the HVAC software, and they needed replaced. There were also some wiring and relay issues that needed addressed to repair the issues. They are currently working on correcting the problems in all of the office areas.

4. The Facility is currently in the process of updating the inmate menu. In addition to changing some of the main entrée items, there will be a switch to canned fruit instead of fresh fruit, with an anticipated annual savings of approximately \$15,000.00 per year. The Prison is also switching to frozen vegetables from canned vegetables, which cost approximately \$10.00 less per case. This will lead to an additional anticipated savings of several thousand dollars. Jeff Callihan, Food Service Director, has also been shopping around for opportunity buys for food goods. This past month, he was able to purchase twenty-six (26) twenty (20) pound cases of cheese at a cost of \$6.00 each. The regular cost for cheese is \$42.11 per case. This single purchase alone saved \$938.00.

5. Several employees will be attending the Pennsylvania County Corrections Association's Annual Spring Conference the first week of April. The conference will be held at the Grand Hotel in Altoona, with Blair County Prison hosting the event. The scheduled trainings are "Legal Updates," "Suicide Prevention for Corrections Professionals," and "Addiction and the Effects on the Brain."

**Statistical Report:**

Report is attached.

**February, 2019**

Average Daily Population for February, 2019	441
Housing Revenue for February, 2019	\$239,184.00
Year to Date Revenue as of February, 2019	\$499,160.00

**Food Service Report:**

During the month of February, the Prison worked with the inmate workforce on personal hygiene and its importance in the workplace. They also reviewed how to properly wash hands and use gloves.

**Medical Report:**

Report is attached.

**Training:**

There was no training to report.

**Misconduct Report:**

There was no information to report.

**Miscellaneous:**

There was no information to report.

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

Motion was seconded by Commissioner Smith and passed unanimously.

**Communications:**

None.

**Old Business:**

None.

**New Business:**

None.

**Adjournment:**

Motion was made by Commissioner Wissinger to adjourn the meeting.

Motion was seconded by Commissioner Smith and passed unanimously.

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Michael Gelles, IV, Chief Clerk