

PRISON BOARD MINUTES

July 10, 2019

Board Members Present:

Robert Kolar, Sheriff
Thomas C. Chernisky, President Commissioner
William J. Smith, Commissioner
Mark J. Wissinger, Commissioner
Edward Cernic, Jr., Controller
Kelly Callihan, District Attorney

Others Present:

Michael Gelles, IV, Chief Clerk
William Valko, Court Administrator
Christian Smith, Warden
William Patterson, Second Deputy to the Warden
Craig Descavish, Second Deputy to the Warden
Scott Fye, Detective

Pledge of Allegiance.

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

Motion was made by Commissioner Smith to approve the Minutes of the meeting held on June 12, 2019.

Motion was seconded by Commissioner Wissinger 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 June 12, 2019:

Retirement Fund	\$20,301.43
Retirement Fund	\$24,092.16
UPMC Health Plan	\$90,164.90
UPMC Dental	\$108.40
Symetra Life Insurance	\$453.69
Phoenix Rehab	\$145.00
Ricoh	\$711.95
FNB Visa	\$989.25
Penelec	\$18,711.95
Total	\$155,673.31

Invoice Status Report:

July 8, 2019, 71 Invoices Totaling	\$200,579.43
Canteen Fund bills paid after June 2019, Meeting	\$36,384.64
Canteen Fund Bills to be Paid	\$17,244.69

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

Motion was seconded by Commissioner Smith and passed unanimously.

Warden's Report:

Personnel:

- 1. Todd Crowe, remove Full-Time Correctional Officer I, effective August 5, 2019.**
- 2. Randall Baker, remove Full-Time Correctional Officer I, effective June 29, 2019.**
- 3. Jessica Rogers, remove Full-Time Correctional Officer I, effective July 18, 2019.**
- 4. James Wasylovski, remove Per-Diem Correctional Officer, effective July 6, 2019.**

Operations:

Warden Smith reported:

- 1. The Warden congratulated Corrections Counselor Rebecca Fox on her recent appointment as the Western County Representative for the Community Corrections Association of Pennsylvania. CCAPA's mission is advancing community corrections professionals through training, networking, and discussion of current issues impacting the profession at the county, state, and private facility levels.**
- 2. Due to a need for in-house notary services for the inmate population, Corrections Counselors Rebecca Fox and Jessica Greathouse have applied to become notaries and tested for the positions on July 8, 2019.**
- 3. As the Board was previously informed, Goodwill Industries currently provides the curriculum and instruction to the inmate population in preparation for GED testing. However, Goodwill staff is not capable of administering the examination for GED certification. Corrections Counselors Mary McCoy and Jessica Greathouse recently completed the Hi-SET course and exam required to permit them to administer the GED examination to the inmates. They are awaiting the materials needed for the exam. It is anticipated that the first testing will be completed within the next month.**
- 4. A regular audit of the Prison's PV Center was conducted in late May, the results of which were one hundred percent (100%) compliant with State standards. This is the first one hundred percent (100%) received, and the Corrections Counselors involved with that unit are to be commended for their efforts.**
- 5. Last month, the Facility had an issue with the GTL contract. There was a max rate for messaging in the software of twenty-five cents (\$.25) per message. The contract states it was to be thirty cents (\$.30) per message. There is no way to increase the rate in the software, and it is the same for all prisons using GTL as a vendor. This decrease leads to a penny loss per message in commission.**

Due to this issue, the Warden negotiated for GTL to purchase another CellSense cell phone detector for the Facility, which is a \$13,000.00 purchase. The value of this exceeds the loss that would be expected in commissions over the life of the contract.

6. There were numerous inmates admitted to Conemaugh Hospital during the past month. In total, thirty-three (33) shifts were filled, which will ultimately impact the overtime budget.

7. Following a brief vacancy, PrimeCare Medical recently filled the local Health Services Administrator position at the Prison. Alan Averi, R.N., a local resident, has been hired to assume the duties of the in-house medical administrator. Fortunately, he already has experience providing medical care in a correctional setting, as he was previously employed with the Pennsylvania Department of Corrections.

Statistical Report:

Report is attached.

June, 2019

Average Daily Population for June, 2019	515
Housing Revenue for June, 2019	\$300,520.00
Year to Date Revenue as of June, 2019	\$1,606,040.00

Food Service Report:

During the month of June, the Prison worked on basic training for inmate workers. Workers were cross-trained in different areas of the kitchen, making sure that inmate workers can and are ready to move into various positions to fill vacant jobs.

Medical Report:

Report is attached.

Training:

1. On June 17, 2019, the second Basic Training Cadet Class of 2019 began with fourteen (14) new Cambria County cadets as well as three (3) from other counties. The class is scheduled to graduate on July 12, 2019, with the Cambria County cadets then completing an additional week of on-the-job training while shadowing current staff.

2. From June 24, 2019, to June 28, 2019, Officer Eric Dreikorn completed forty (40) hours of Handgun/Shotgun Instructor's Training at SCI-Huntingdon. This Department of Corrections' course allows Officer Dreikorn to assist with firearms certifications of new and current staff.

3. From June 26, 2019, to June 27, 2019, Corrections Counselor Jessica Greathouse completed sixteen (16) hours of training to become certified as an American Red Cross CPR/AED/First Aid Instructor. All staff is required to complete CPR/AED/First Aid recertification annually, and having an additional instructor will be highly beneficial.

Additionally, Training Officer Matthew Hale and Warden Smith have begun communicating with the Curriculum Development Unit of the Pennsylvania Department of Corrections' Training Academy, in order to prepare for recertification of the Prison's Basic Training Academy later this fall.

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 Wissinger and passed unanimously.

Communications:

Sheriff Kolar received two (2) letters from inmates.

Old Business:

None.

New Business:

Emily Krug of the Controller's Office reviewed fees owed by inmates.

The Warden requested an Executive Session.

Motion was made by Commissioner Smith to convene an Executive Session at 11:04 a.m.

Motion was seconded by Controller Cernic and passed unanimously.

Motion was made by Commissioner Wissinger to reconvene the public meeting at 11:12 a.m.

Motion was seconded by District Attorney Callihan and passed unanimously.

Adjournment:

Motion was made by Controller Cernic to adjourn the meeting.

Motion was seconded by Commissioner Smith and passed unanimously.

Michael Gelles, IV, Chief Clerk