

# PRISON BOARD MINUTES

December 11, 2019

**Board Members Present:**

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

**Others Present:**

William Valko, Court Administrator  
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., in the Jury Room of the Cambria County Courthouse, Ebensburg.

Motion was made by Commissioner Smith to approve the Minutes of the meeting held on November 13, 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 November 9, 2019:**

Retirement Fund	\$22,115.77
Retirement Fund	\$23,988.12
UPMC Health Plan	\$92,634.02
UPMC Dental	\$97.56
Symetra Life Insurance	\$447.14
GC Pivotal	\$66.23
Commonwealth of Pennsylvania	\$450.00
Penelec	\$17,053.00
Ray Oil & Gas	\$1,172.29
Ricoh	\$479.20
Ricoh	\$171.03
Brock Kauffman	\$29.00
FNB (Credit Card)	\$749.32
Commonwealth of Pennsylvania	\$311.50
Peoples	\$1,999.19
<b>Total</b>	<b>\$161,763.37</b>

**Invoice Status Report:**

December 5, 2019, 126 Invoices Totaling	\$202,817.95
Canteen Fund bills paid after November 2019 Meeting	\$42,045.30

**Canteen Fund Bills to be Paid**

**\$12,916.46**

**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. Bruce Yeckley, remove Full-Time Correctional Officer I, effective December 28, 2019.**
- 2. Coty Lichenfels, remove Per-Diem Correctional Officer, effective November 20, 2019.**
- 3. Maxx Thomas, remove Per-Diem Correctional Officer, effective November 20, 2019.**
- 4. Caleb Mistic, remove Per-Diem Correctional Officer, effective December 6, 2019.**
- 5. Jamie Richardson, remove Per-Diem Correctional Officer, effective December 21, 2019.**

**Operations:**

**Warden Smith reported:**

- 1. On November 15, 2019, Counselor Mary McCoy, whose caseload consists of prerelease, work release, and work crew inmates, attended the Penn Highlands 5<sup>th</sup> Annual Community Resource and Job Fair. At this event, she was able to make numerous connections for education assistance, social service support programs, housing, healthcare options, and employer programs that she will be able to use when assisting released inmates reentering the community.**
- 2. This past month, all certified users of the body scanner received their mandatory annual training required to operate the machine. Eight (8) officers were also provided with the full course of "new user" training, which now allows them to use the scanner. In addition, the annual Certificate of Registration for Radiation Producing Machines was applied for and received by the Pennsylvania Department of Environmental Protection.**
- 3. On December 2, 2019, the contract with TextBehind went into effect, and the mail procedure at the Facility was changed. The Prison no longer accepts any personal mail delivered directly to the institution. Friends and family of inmates have two (2) options to send mail. The first option is electronically sending letters and photos through TextBehind's website. Those letters or photos are then printed at the Prison and distributed to the inmates. The second option is sending handwritten letters or photos to TextBehind's office in Maryland. Once received there, TextBehind will scan them to the Prison, and they will then be printed and distributed to the inmates. TextBehind provided the printer, all maintenance, and all printer toners as part of our contract. This new procedure eliminates the possibility of any contraband entering the Facility through inmate personal mail.**

4. On November 6, 2019, the Pennsylvania State Police completed the audit of the Booking Center. During this audit, all staff training records were reviewed as well as the user reports for the CLEAN system. No deficiencies were found, and the Prison is in full compliance. Also, two (2) additional users have been trained and certified in the usage of the Booking Center equipment.

5. Last month, the Warden informed the Board that the Prison has had an increased amount of rehabilitative programming for the inmate population. The Warden reported that the Prison has received commitments from the local Narcotics Anonymous and Alcoholics Anonymous groups to begin meetings at the Facility for inmates. The volunteers who will conduct the meetings have all completed their Facility orientation and will be starting their programs within the next week or two.

6. This week, the Prison began its annual CERT training for those Officers who volunteer to become part of the Prison's CERT (Correctional Emergency Response Team). Currently, there are forty-three (43) members of the volunteer team. This year, for the first time ever, the Facility is incorporating AMAC. (Assault Management Applications in Corrections), which is an advanced level self-defense and restraint training developed by the Pennsylvania Department of Corrections. Each team member will receive sixteen (16) hours of AMAC training and eight (8) hours of extraction and formation training.

7. The annual Christmas Party was held on December 7, 2019, at the Ebensburg Country Club. The party was a success with about sixty-five (65) employees, along with guests, plus several retirees, in attendance. The Warden thanked the Board members who attended and shared the evening with staff.

**Statistical Report:**

Report is attached.

**November, 2019**

Average Daily Population for November, 2019	405
Housing Revenue for November, 2019	\$134,750.00
Year to Date Revenue as of November, 2019	\$2,587,458.00

**Food Service Report:**

During the month of November, the Prison worked on personal hygiene and its importance in the workplace, including the importance of arriving to work clean and keeping clean while at work. It was discussed that bathing daily, trimming and cleaning fingernails, and wearing clean clothes are a big part of someone's personal hygiene.

**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 Smith and passed unanimously.**

**Communications:**

**Sheriff Kolar received complaints from Marcus Allen. Controller Cernic also acknowledged receipt of the complaints.**

**Old Business:**

**None.**

**New Business:**

**None.**

**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**