

**PRISON BOARD**

**April 12, 2023**

**10:30 AM**

- A. Pledge of Allegiance
- B. Call to Order
- C. Approval of the Minutes of March 8, 2023
- D. Public Comment
- E. Presentation and Approval of Invoices
- F. Warden's Report:
  - 1. Personnel
  - 2. Operations
    - a. Statistical Reports
    - b. Food Service Report
    - c. Medical Report
    - d. Training
    - e. Misconduct Report
  - 3. Miscellaneous

ADJOURNMENT

**BOARD MEMBERS:**

Don Robertson, Sheriff

Honorable Norman A. Krumenacker, III, President Judge

Thomas C. Chernisky, President Commissioner

William J. Smith, Commissioner

Scott W. Hunt, Commissioner

Gregory J. Neugebauer, District Attorney

Edward Cernic, Jr., Controller

ED CERNIC, JR.  
CONTROLLER

PHONE: (814) 472-1620  
FAX: (814) 472-5358

# County of Cambria



KRISTINE A. SEGGEAR,  
CPA

1<sup>st</sup> DEPUTY  
CONTROLLER/SENIOR  
ACCOUNTING MANAGER

DANA DESCAVISH  
2<sup>ND</sup> DEPUTY CONTROLLER

## Office of County Controller

200 South Center Street  
Ebensburg, PA 15931

TO: CAMBRIA COUNTY PRISON BOARD

DATE: 4/12/23

FROM: ED CERNIC, JR., CONTROLLER  
WILLIAM SMITH, PRESIDENT

RE: PRISON BILLS PAID AFTER  
MEETING IN MAR 2023

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Amount Pd</u>
463544	3/10/2023	009661 RETIREMENT FUND	30,673.74
464308	3/24/2023	009661 RETIREMENT FUND	25,032.67
464868	4/7/2023	009661 RETIREMENT FUND	28,153.64
	to be paid	019166 UPMC HEALTH PLAN	90,180.31
462180	2/2/2023	021067 UPMC DENTAL	135.50
463208	3/2/2023	021067 UPMC DENTAL	113.82
462982	2/17/2023	019067 SYMETRA LIFE INS	485.59
464174	3/17/2023	019067 SYMETRA LIFE INS	510.16
464167	3/17/2023	000066 EBENSBURG BORO	32,965.55
464168	3/17/2023	017292 PHOENIX REHAB	85.00
464169	3/17/2023	017818 PRO DISPOSAL	753.50
464170	3/17/2023	000281 RICOH	532.29
464171	3/17/2023	010785 WELLS FARGO	445.00
9990128	3/17/2023	019699 FNB (VISA)	139.99
464430	3/24/2023	023380 GC PIVOTAL	103.65
464431	3/24/2023	000237 PENELEC	33,933.79
464432	3/24/2023	026483 UNITED ENERGY	1,703.45
464720	3/31/2023	000090 CAMTRAN	182.35
464721	3/31/2023	023380 GC PIVOTAL	108.91
464949	4/7/2023	004295 PEOPLES	1,248.84
		<b>TOTAL</b>	<b>247,487.75</b>

HEILSON

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
30285/2 JL	JL - BPO - MAINTENANCE SUPPLIES 202	714865	3/16/2023	3/21/2023	3/26/2023	ap	martinij	Active	28.51	in
	Vendor #: 013745 ACE HARDWARE				Due In 10 days					
30375/2 JL	JL - BPO - MAINTENANCE SUPPLIES 202	715504	3/30/2023	3/31/2023	4/9/2023	ap	martinij	Active	161.94	in
	Vendor #: 013745 ACE HARDWARE				Due in 10 days					
IN208955 NOV-JAN JL	BPO-JL- COST PER COPY FEE FOR PRIS	714801	2/28/2023	1/31/2023	3/30/2023	ap	martinij	Active	741.28	in
	Vendor #: 000060 ADVANCED OFFICE SYSTEMS				Net 30					
373579 JL	JL - BPO - FOAM SOAP 2023	714479	3/9/2023	3/16/2023	4/8/2023	ap	martinij	Active	225.42	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
374600 JL	JL - BPO - LAUNDRY SUPPLIES 2023	714325	3/9/2023	3/14/2023	4/8/2023	ap	martinij	Active	229.95	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
374601 JL	JL - BPO - DISHWASHING 2023	714326	3/9/2023	3/14/2023	4/8/2023	ap	martinij	Active	1,161.26	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
374600-1 JL	JL - BPO - LAUNDRY SUPPLIES 2023	715091	3/16/2023	3/23/2023	4/15/2023	ap	martinij	Active	1,059.78	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
374601-1 JL	JL - BPO - DISHWASHING 2023	714866	3/16/2023	3/21/2023	4/15/2023	ap	martinij	Active	39.09	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
374754 JL	JL - BPO - MISC SUPPLIES 2023	714867	3/16/2023	3/21/2023	4/15/2023	ap	martinij	Active	351.45	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
375214 JL	JL - BPO - MISC SUPPLIES 2023	715315	3/23/2023	3/29/2023	4/22/2023	ap	martinij	Active	147.24	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
375252 JL	JL - BPO - MISC SUPPLIES 2023	715316	3/23/2023	3/29/2023	4/22/2023	ap	martinij	Active	229.50	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
375254 JL	JL - BPO - FOAM SOAP 2023	715317	3/23/2023	3/29/2023	4/22/2023	ap	martinij	Active	774.72	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
375255 JL	JL - BPO - CLEANING SUPPLIES 2023-	715318	3/23/2023	3/29/2023	4/22/2023	ap	martinij	Active	1,300.44	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
374754-1 JL	JL - BPO - MISC SUPPLIES 2023	715505	3/30/2023	3/31/2023	4/29/2023	ap	martinij	Active	31.95	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					
375837 JL	JL - BPO - DISHWASHING 2023-	715927	3/30/2023	3/31/2023	4/29/2023	ap	smartinij1	Active	2,168.15	in
	Vendor #: 000022 ALLEGHENY SUPPLY				Net 30					

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1NCD-FKIH-XFW4 JL	JL - BPO - MISC. SUPPLIES 2023	715374	3/28/2023	3/30/2023	4/27/2023	ap	martinij	Active	21.78	in
	Vendor #: 018981 AMAZON CAPITAL SERVICES				Net 30					
2/26-3/4 JL	INMATE WAGES	713804	3/6/2023	3/6/2023	3/6/2023	ap	smartinij1	Active	391.50	in
	Vendor #: 004162 CAM CO PRISON CANTEEN FUND				Due now					
3/5-3/11 JL	INMATE WAGES	714353	3/13/2023	3/14/2023	3/13/2023	ap	martinij	Active	433.00	in
	Vendor #: 004162 CAM CO PRISON CANTEEN FUND				Due now					
3/12-3/18 JL	INMATE WAGES	714868	3/20/2023	3/21/2023	3/20/2023	ap	martinij	Active	436.00	in
	Vendor #: 004162 CAM CO PRISON CANTEEN FUND				Due now					
3/19-3/25 JL	INMATE WAGES	715319	3/27/2023	3/29/2023	3/27/2023	ap	martinij	Active	405.50	in
	Vendor #: 004162 CAM CO PRISON CANTEEN FUND				Due now					
3/26-4/3 JL	INMATE WAGES	715929	4/3/2023	4/6/2023	4/3/2023	ap	smartinij1	Active	391.50	in
	Vendor #: 004162 CAM CO PRISON CANTEEN FUND				Due now					
0243770 JL	JL - GRIDDLE GARUE24-48G E24 SERIES	714335	2/7/2023	2/28/2023	3/9/2023	ap	martinij	Active	11,516.18	in
	Vendor #: 009258 CARNEGIE EQUIPMENT, INC				Net 30					
0244925 JL	JL - FOOD SLICER, PARTS & ACCESSOR	714869	3/20/2023	3/21/2023	4/19/2023	ap	martinij	Active	955.00	in
	Vendor #: 009258 CARNEGIE EQUIPMENT, INC				Net 30					
135100 JL	JL-RADIO SUPPLIES/REPAIRS, MISSED 2	715459	10/6/2022	1/1/2023	11/5/2022	ap	martinij	Active	227.50	in
	Vendor #: 004226 CENTRE COMMUNICATIONS, INC.				Net 30					
135379 JL	JL-RADIO SUPPLIES/REPAIRS, MISSED 2	715460	11/1/2022	1/1/2023	12/1/2022	ap	martinij	Active	46.00	in
	Vendor #: 004226 CENTRE COMMUNICATIONS, INC.				Net 30					
135380 JL	JL-RADIO SUPPLIES/REPAIRS, MISSED 2	715461	11/1/2022	1/1/2023	12/1/2022	ap	martinij	Active	46.00	in
	Vendor #: 004226 CENTRE COMMUNICATIONS, INC.				Net 30					
136554 JL	JL - BPO - RADIO SUPPLIES-REPAIRS 20	714327	3/6/2023	3/14/2023	4/5/2023	ap	martinij	Active	183.50	in
	Vendor #: 004226 CENTRE COMMUNICATIONS, INC.				Net 30					
136755 JL	JL - BPO - RADIO SUPPLIES-REPAIRS 20	715952	3/27/2023	3/31/2023	4/26/2023	ap	smartinij1	Active	320.00	in
	Vendor #: 004226 CENTRE COMMUNICATIONS, INC.				Net 30					
01031154 JL	JL - BPO - MAINTENANCE SUPPLIES 2023	713805	2/28/2023	2/28/2023	3/30/2023	ap	smartinij1	Active	44.52	in
	Vendor #: 000054 DALE OXYGEN				Net 30					
22023-3 FEB JL	JL - BPO - OFFICERS' TRAYS 2023	715092	3/22/2023	2/28/2023	3/22/2023	ap	martinij	Active	144.00	in
	Vendor #: 020451 DLP CONEMAUGH MEMORIAL, MEDICAL CENTER LLF				Due now					
543158 JL	JL - BPO - FOOD ITEMS 2023	714870	3/15/2023	3/21/2023	4/14/2023	ap	martinij	Active	4,304.37	in
	Vendor #: 023868 DRISCOLL FOODS				Net 30					

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565500 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 023868 DRISCOLL FOODS	715953	4/5/2023	4/6/2023 Net 30	5/5/2023	ap	smartini1	Active	5,368.32	in
85508 MAR JL	JL - BPO - PEST CONTROL JAN. - JUNE 2 Vendor #: 026331 ENVIRO MANAGEMENT GROUP, LLC	715320	3/27/2023	3/29/2023 Net 30	4/26/2023	ap	martini1	Active	325.00	in
PAJOH162669 JL	JL-10-24 JACK NUT ZINC PART NO. 0162 Vendor #: 010573 FASTENAL COMPANY	714481	3/2/2023	3/16/2023 Net 30	4/1/2023	ap	martini1	Active	219.29	in
PAJOH162686 JL	JL-240PC ASSTBLT NT WSH PART NO 01 Vendor #: 010573 FASTENAL COMPANY	714482	3/3/2023	3/16/2023 Net 30	4/2/2023	ap	martini1	Active	44.97	in
460189 JL	JL- BPO - MAINTENANCE SUPPLIES 202 Vendor #: 001115 FAYETTE PARTS SERVICE INC	715321	3/27/2023	3/29/2023 Net 30	4/26/2023	ap	martini1	Active	57.47	in
S10548658 JL	JL- BPO - FOOD ITEMS 2023 Vendor #: 019120 GOOD SOURCE SOLUTIONS	714328	3/3/2023	3/14/2023 Net 30	4/2/2023	ap	martini1	Active	1,364.00	in
9654449512 JL	JL-SMOKE DETECTOR GUARD, SS, SURI Vendor #: 000247 GRAINGER	715375	3/28/2023	3/30/2023 Net 30	4/27/2023	ap	martini1	Active	1,795.80	in
9664374775 JL	JL BPO - MAINTENANCE SUPPLIES 2023 Vendor #: 000241 GRAINGER	715956	4/5/2023	4/6/2023 Net 30	5/5/2023	ap	smartini1	Active	275.85	in
S029742872.001 JL	CREDIT- Vendor #: 004678 HAJOCA CORPORATION	713234	12/26/2022	12/31/2022 Net 30	1/25/2023	ap	martini1	Active	-5.67	in
S030923045.001 JL	JL - BPO - MAINTENANCE SUPPLIES 202 Vendor #: 004678 HAJOCA CORPORATION	714336	3/2/2023	3/14/2023 Net 30	4/1/2023	ap	martini1	Active	706.20	in
WC11768 JL	JL-SAM 730-AG212X200, HYD HOSE BU Vendor #: 000247 HINES EQUIPMENT CO	714329	3/6/2023	3/14/2023 Net 30	4/5/2023	ap	martini1	Active	59.57	in
33403884 MAR JL	JL - BPO - BIOREMEDIATION SVC 2023 Vendor #: 001032 J C EHRlich CO INC	714871	3/14/2023	3/21/2023 Net 30	4/13/2023	ap	martini1	Active	342.00	in
238380 JL	JL - BPO - MAINTENANCE SUPPLIES 202 Vendor #: 000318 LONG BARN, INC.	714330	3/9/2023	3/14/2023 Net 30	4/8/2023	ap	martini1	Active	15.90	in
241680 JL	JL - BPO - MAINTENANCE SUPPLIES 202 Vendor #: 000318 LONG BARN, INC.	715930	3/31/2023	3/31/2023 Net 30	4/30/2023	ap	smartini1	Active	21.14	in
69386 JL	JL-PARTS AND LABOR TO REPLACE FLA Vendor #: 013515 MARC-SERVICE INC	714483	3/9/2023	3/16/2023 Net 30	4/8/2023	ap	martini1	Active	1,307.00	in
69438 JL	JL - LABOR AND MATERIAL TO PROVIDE Vendor #: 013515 MARC-SERVICE INC	714872	3/16/2023	3/21/2023 Net 30	4/15/2023	ap	martini1	Active	17,325.00	in

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
22283 JL	JL-2 TECH, 1 MULTI-STAGE THERMOSTA Vendor #: 021141 MCCARLS PREFERRED SERVICES	714331	2/20/2023	2/28/2023 Net 30	3/22/2023	ap	martini1	Active	716.43	in
22411 JL	JL- TECH DISPATCHED FOR 1.5 HOURS Vendor #: 021141 MCCARLS PREFERRED SERVICES	715376	3/21/2023	3/30/2023 Net 30	4/20/2023	ap	martini1	Active	142.50	in
22442 JL	JL- 3 TECH'S, INSTALLATION OF LOUVEF Vendor #: 021141 MCCARLS PREFERRED SERVICES	715506	3/28/2023	3/31/2023 Net 30	4/27/2023	ap	martini1	Active	4,539.24	in
60850 JL	JL - BPO -HENRY HARRISON UNIFORMS Vendor #: 012733 NORTH EASTERN UNIFORMS & EQUIPMENT, INC	714803	3/13/2023	3/20/2023 Net 30	4/12/2023	ap	martini1	Active	310.53	in
12646 MAR JL	JL - BPO - DIETARY CONSULTING 2023 Vendor #: 001399 NUTRITION INC	714484	3/15/2023	3/16/2023 Due now	3/15/2023	ap	martini1	Active	2,567.50	in
1400378-IN JL	JL-136016 FUSE 5-AMP/250V/FAST TYPE Vendor #: 007441 PAC INDUSTRIES INC	714332	2/28/2023	2/28/2023 Due now	2/28/2023	ap	martini1	Active	20.99	in
455863 JL	CREDIT-NUTRITION FEB 2023-INV 45734 Vendor #: 025623 PERFORMANCE FOODSERVICE	713806	3/3/2023	3/6/2023 Net 30	4/2/2023	ap	smartini1	Active	-6.86	in
457349 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	713807	3/4/2023	3/8/2023 Net 30	4/3/2023	ap	smartini1	Active	6.86	in
459965 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	714333	3/8/2023	3/14/2023 Net 30	4/7/2023	ap	martini1	Active	8,091.42	in
461896 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	714873	3/10/2023	3/21/2023 Net 30	4/9/2023	ap	martini1	Active	610.11	in
466027 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	714874	3/15/2023	3/21/2023 Net 30	4/14/2023	ap	martini1	Active	8,085.72	in
467816 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	714875	3/16/2023	3/21/2023 Net 30	4/15/2023	ap	martini1	Active	155.02	in
468816 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	714876	3/17/2023	3/21/2023 Net 30	4/16/2023	ap	martini1	Active	51.87	in
472234 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	715322	3/22/2023	3/29/2023 Net 30	4/21/2023	ap	martini1	Active	7,073.24	in
474182 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 025623 PERFORMANCE FOODSERVICE	715323	3/23/2023	3/29/2023 Net 30	4/22/2023	ap	martini1	Active	77.51	in
478040 JL	JL - BPO - FOOD ITEMS 2023- Vendor #: 025623 PERFORMANCE FOODSERVICE	715931	3/29/2023	3/31/2023 Net 30	4/28/2023	ap	smartini1	Active	8,239.65	in

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
480396 JL	JL - BPO - FOOD ITEMS 2023~ Vendor #: 025623 PERFORMANCE FOODSERVICE	715933	3/30/2023	3/31/2023 Net 30	4/29/2023	ap	martini1	Active	33.80	in
483869 JL	JL - BPO - FOOD ITEMS 2023~ Vendor #: 025623 PERFORMANCE FOODSERVICE	715935	4/4/2023	4/6/2023 Net 30	5/4/2023	ap	martini1	Active	125.82	in
48515 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715093	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	408.71	in
48516 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715094	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	24.63	in
48517 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715095	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	917.75	in
48518 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715096	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	32.68	in
48519 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715097	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	326.34	in
48520 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715098	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	2.73	in
48521 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715099	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	1,046.41	in
48522 JL	JL - BPO - CATASTROPHIC BILLING 2023 Vendor #: 001012 PRIME CARE MEDICAL	715100	3/15/2023	3/23/2023 Net 30	4/14/2023	ap	martini1	Active	7.87	in
48398 MAY JL	JL - RETROACTIVE AMOUNT PER CONTF Vendor #: 001012 PRIME CARE MEDICAL	715984	4/1/2023	5/1/2023 Net 30	5/1/2023	ap	martini1	Active	198,996.28	in
300006121 JL	JL - 3C239, 21D64-2 120V SILICON NITRID Vendor #: 004418 R E MICHEL COMPANY INC	715507	2/2/2023	2/28/2023 Net 30	3/4/2023	ap	martini1	Active	39.24	in
41628 JL	JL - BPO - MAINTENANCE SUPPLIES 202 Vendor #: 001116 SCANLAN ELECTRIC SUPPLY	715954	3/23/2023	3/31/2023 Net 30	4/22/2023	ap	martini1	Active	9.66	in
41634 JL	JL - BPO - MAINTENANCE SUPPLIES 202 Vendor #: 001116 SCANLAN ELECTRIC SUPPLY	715955	3/23/2023	3/31/2023 Net 30	4/22/2023	ap	martini1	Active	36.63	in
254727 JL	JL - BPO - GOURMET COFFEE Vendor #: 023176 SMARTER BEV	714043	3/7/2023	3/10/2023 Net 30	4/6/2023	ap	martini1	Active	313.67	in
8069762515 JL	JL - BPO - OFFICE SUPPLIES 2023 Vendor #: 003188 STAPLES	715963	3/31/2023	3/31/2023 Net 30	4/30/2023	ap	martini2	Active	249.69	in

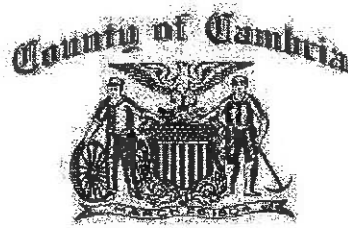
Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
303584 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 021192 STOVER & COMPANY INC	714877	3/10/2023	3/21/2023 Net 30	4/9/2023	ap	martini1	Active	1,755.16	in
305114 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 021192 STOVER & COMPANY INC	715324	3/24/2023	3/29/2023 Net 30	4/23/2023	ap	martini1	Active	2,221.45	in
299855232 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 021495 SYSCO PITTSBURGH LLC	713808	3/3/2023	3/8/2023 Net 30	4/2/2023	ap	martini1	Active	565.96	in
299863856 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 021495 SYSCO PITTSBURGH LLC	714337	3/14/2023	3/14/2023 Net 30	4/13/2023	ap	martini1	Active	87.99	in
299867147 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 021495 SYSCO PITTSBURGH LLC	714878	3/17/2023	3/21/2023 Net 30	4/16/2023	ap	martini1	Active	801.38	in
299872901 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 021495 SYSCO PITTSBURGH LLC	715325	3/24/2023	3/29/2023 Net 30	4/23/2023	ap	martini1	Active	557.25	in
299878843 JL	JL - BPO - FOOD ITEMS 2023 Vendor #: 021495 SYSCO PITTSBURGH LLC	715936	3/31/2023	3/31/2023 Net 30	4/30/2023	ap	martini1	Active	752.19	in
TXBCAMPA-04-23-2 JL	BPO - JL - SCREEN & CLEAN (HANDWRIT Vendor #: 024002 TEXT BEHIND, INC	715941	4/3/2023	3/31/2023 Net 30	5/3/2023	ap	martini1	Active	177.12	in
515831 JL	JL - BPO - PRODUCE 2023 Vendor #: 003343 TONY SUNSERI	715944	3/3/2023	3/31/2023 Due in 10 days	3/13/2023	ap	martini1	Active	232.70	in
515970 JL	JL - BPO - KITCHEN SUPPLIES 2023~ Vendor #: 003343 TONY SUNSERI	714046	3/7/2023	3/10/2023 Due in 10 days	3/17/2023	ap	martini1	Active	608.62	in
515971 JL	JL - BPO - PRODUCE 2023 Vendor #: 003343 TONY SUNSERI	714047	3/7/2023	3/10/2023 Due in 10 days	3/17/2023	ap	martini1	Active	1,547.59	in
517840 JL	JL - BPO - DRY GOODS Vendor #: 003343 TONY SUNSERI	715089	3/9/2023	3/23/2023 Due in 10 days	3/19/2023	ap	martini1	Active	159.90	in
518128 JL	JL - BPO - PRODUCE 2023 Vendor #: 003343 TONY SUNSERI	714880	3/14/2023	3/21/2023 Due in 10 days	3/24/2023	ap	martini1	Active	1,370.41	in
518129 JL	JL - BPO - KITCHEN SUPPLIES 2023~ Vendor #: 003343 TONY SUNSERI	714881	3/14/2023	3/21/2023 Due in 10 days	3/24/2023	ap	martini1	Active	409.20	in
515981 JL	JL - BPO - PRODUCE 2023 Vendor #: 003343 TONY SUNSERI	715101	3/21/2023	3/23/2023 Due in 10 days	3/31/2023	ap	martini1	Active	2,838.65	in
518210 JL	JL - BPO - KITCHEN SUPPLIES 2023~ Vendor #: 003343 TONY SUNSERI	715102	3/21/2023	3/23/2023 Due in 10 days	3/31/2023	ap	martini1	Active	774.28	in

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
518477 JL	JL - BPO - PRODUCE 2023 Vendor #: 003343 TONY SUNSERI	715379	3/24/2023	3/30/2023	4/3/2023	ap	martinil	Active	164.35	in
515987 JL	JL - BPO - PRODUCE 2023 Vendor #: 003343 TONY SUNSERI	715377	3/28/2023	3/30/2023	4/7/2023	ap	martinil	Active	3,045.10	in
515988 JL	JL - BPO - KITCHEN SUPPLIES 2023- Vendor #: 003343 TONY SUNSERI	715378	3/28/2023	3/30/2023	4/7/2023	ap	martinil	Active	838.11	in
517468 JL	JL - BPO - PRODUCE 2023 Vendor #: 003343 TONY SUNSERI	715957	4/4/2023	4/6/2023	4/14/2023	ap	smartinil1	Active	2,211.07	in
517466 JL	JL - BPO - DRY GOODS- Vendor #: 003343 TONY SUNSERI	715958	4/4/2023	4/6/2023	4/14/2023	ap	smartinil1	Active	137.00	in
517468 JL	JL - BPO - KITCHEN SUPPLIES 2023- Vendor #: 003343 TONY SUNSERI	715945	4/4/2023	4/6/2023	4/14/2023	ap	smartinil1	Active	534.66	in
393618 JL	JL - LETTER LABELS, A, I, O, R, S, E, U Vendor #: 000945 TRACO BUSINESS SYSTEMS	715960	3/31/2023	3/31/2023	4/30/2023	ap	smartinil1	Active	151.50	in
MAR DAIRY JL	JL - BPO - MILK 2023 Vendor #: 003090 VALE WOOD FARMS	715947	3/31/2023	3/31/2023	4/30/2023	ap	smartinil1	Active	3,987.64	in
3242950 JL	JL - BPO - TRAP CHARGE O/S UP TO 100 Vendor #: 005423 VALLEY PROTEINS, INC.	715103	3/14/2023	2/28/2023	4/13/2023	ap	martinil	Active	420.00	in
<b>104 Invoices Totalling</b>									<b>327,141.59</b>	

STAPLES \$249.69 will be paid when other County invoices are paid.  
IT IS included in this report to get paid on 4/28/23

*Baron Keilman*

Christian M. Smith  
Warden



Craig Descavish  
1st Deputy Warden

George Rozum  
2nd Deputy Warden

## Cambria County Prison

425 Manor Drive, Ebensburg, PA 15931  
(814)-472-7330, Fax (814)-472-1367

To: CAMBRIA COUNTY PRISON BOARD

DATE: 4/12/2023

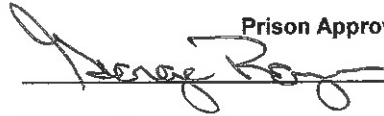
FROM: GEORGE ROZUM, 2ND DEPUTY WARDEN  
CAMBRIA COUNTY CANTEEN FUND

RE: CANTEEN FUND BILLS PAID AFTER  
MEETING IN MARCH 2023 BUT  
NOT YET APPROVED

Invoice Date	Due Date	Vendor	Invoice Description	Check #	Check Date	Amount Paid
3/6/23	3/6/23	CAMBRIA CO. PRISON RESIDENT FUND	WORKERS PAY 02/26-03/04/2023	17123	3/6/23	391.50
3/9/23	3/9/23	EBENSBURG POSTMASTER	INMATE PERSONAL PROPERTY	17124	3/9/23	46.02
3/3/23	4/3/23	CHARM-TEX	CHESS, CHECKERS, PLAYING CARDS	17125	3/8/23	137.60
3/3/23	4/3/23	CHARM-TEX	SOCKS	17126	3/8/23	400.50
3/1/23	4/1/23	CHARM-TEX	UNO GAME	17127	3/8/23	104.90
3/7/23	3/9/23	CAMBRIA MARTIAL ARTS ACADEMNY	32 HOURS OF TRAINING/GYMEQUIP	17141	3/9/23	3,300.00
3/9/23	3/9/23	BRITTINI RANKIN	HAIRCUTS	17142	3/9/23	254.00
3/10/23	3/10/23	PA PRISON WARDENS ASSOC.	2023 MEMBERSHIP DUES	17143	3/10/23	300.00
3/6/23	4/8/23	CHARM-TEX	WASHABLE FLEX PEN	17144	3/10/23	155.60
3/13/23	3/13/23	CAMBRIA CO. PRISON RESIDENT FUND	WORKERS PAY 03/05-03/11/2023	17145	3/13/23	433.00
3/8/23	4/8/23	CHARM-TEX	TAMPONS, UNDERWEAR	17146	3/14/23	1,620.50
3/3/23	3/26/23	COMCAST	SERVICE FOR MARCH 6-APRIL 5,2023	17147	3/15/23	406.89
3/16/23	3/16/23	EBENSBURG POSTMASTER	INMATE PERSONAL PROPERTY	17148	3/16/23	20.13
3/16/23	3/16/23	BRITTINI RANKIN	HAIRCUTS	17149	3/16/23	193.00
3/20/23	3/20/23	CAMBRIA CO. PRISON RESIDENT FUND	WORKERS PAY 03/12-03/18/2023	17150	3/20/23	436.00

Invoice Date	Due Date	Vendor	Invoice Description	Check #	Check Date	Amount Paid
3/20/23	3/20/23	WALMART	5 HISENSE TVS, 7 RACQUET BALLS	17151	3/20/23	1,161.54
3/22/23	3/22/23	WALMART	BLENDER, STRAWS, CONTAINERS	17152	3/22/23	119.98
3/22/23	3/22/23	WALMART	ACTION CAM, 128G MICROSD, 10FT CORD	17153	3/22/23	65.09
3/23/23	3/23/23	BRITTANI RANKIN	INMATE HAIRCUTS	17154	3/23/23	156.00
3/23/23	4/8/23	CAMTRAN	BUS TOKENS	17155	3/23/23	262.50
3/24/23	4/24/23	EBENSBURG POSTMASTER	INMATE PERSONAL PROPERTY	17156	3/24/23	37.75
3/9/23	4/9/23	CHARM-TEX	MONOPOLY DEAL CARD GAME	17157	3/24/23	85.90
3/27/23	3/27/23	CAMBRIA CO. PRISON RESIDENT FUND	WORKERS PAY 03/19-03/25/2023	17158	3/27/23	405.50
3/28/23	4/13/23	FNB COMMERCIAL CREDIT CARD	VW CORRECTIONS, QUICKSHIP-INK, QUICKBOOKS	17159	3/28/23	705.59
3/30/23	3/30/23	EBENSBURG POSTMASTER	INMATE PERSONAL PROPERTY	17160	3/30/23	84.79
3/30/23	3/30/23	DOLLAR TREE	READING GLASSES	17161	3/30/23	51.68
4/3/23	4/3/23	CAMBRIA CO. PRISON RESIDENT FUND	WORKERS PAY 03/26-04/03/2023	17162	4/3/23	391.50
4/4/23	4/4/23	EBENSBURG POSTMASTER	INMATE PERSONAL PROP/ PRIORITY MAIL	17163	4/4/23	148.67
4/6/23	4/6/23	BRITTANI RANKIN	INMATE HAIRCUTS	17164	4/6/23	250.00

**\$ 12,126.13**

**Prison Approval**  
  
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 \_\_\_\_\_  
 \_\_\_\_\_

**Approved For Payment**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Inspectors**



Christian M. Smith  
Warden



Craig J. Deschbish  
First Deputy Warden

George A. Kozum  
Second Deputy Warden

**Cambria County Prison**  
425 Manor Drive, Ebensburg, PA 15931  
(814) 472-7330, Fax (814) 472-1367

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FROM: Christian M. Smith, Warden

A handwritten signature in black ink, appearing to read 'CGS', is written over the printed name.

SUBJECT: April 2023 Prison Board Meeting

DATE: April 13, 2023

Following are items I respectfully submit for discussion and consideration during the April 2023 meeting of the Cambria County Prison Board:

**PERSONNEL**

Dustin Mikolic – remove from Full Time Corrections Officer effective 3/17/23

Michael Mozi – Transfer from COII to COI effective 3/20/23

Joshua Staff – remove from Full Time Corrections Officer effective 3/31/23

Jarred Baker – remove from Full Time Corrections Officer effective 3/31/23

Andrew Evanisko – remove from Full Time Corrections Officer effective 4/1/23

Harry Plummer – Transfer from COI to COII effective 4/9/23

**OPERATIONS:**

**COVID UPDATE (as of 4/10/23):**

Since last month, we have had no additional cases of COVID at the facility. All COVID protocols remain in effect.

## **MAJOR MAINTENANCE / FACILITIES UPDATES:**

Commercial Water Heater – last month, we lost one of our four water heaters that feed water to the housing units. The other water heaters were bypassed to feed those units temporarily. Heater was completed on March 16<sup>th</sup>.

Kronos Software – We had our kick off meeting with HR, 911, and Kronos on March 3<sup>rd</sup> regarding the new timekeeping/payroll software for the prison and 911 Center. On March 31<sup>st</sup>, each department's designated project manager met with Kronos again to go over specifics regarding the software build.

Kitchen Hood Vents –During the inspection of the kitchen fire suppression system, we were told that the vents over our kitchen equipment were in need of grease removal and a professional cleaning. To not interfere with daily kitchen operations, the cleaning is scheduled to take place overnight on the April 30<sup>th</sup>.

## **US MARSHALL CONTRACT UPDATE:**

Negotiations were completed with the USM Contract Specialist. Our daily housing rate has increased from \$70/day to \$103.50/day and our transport rate per officer increased from \$34.00/hr to \$37.83/hr. In addition, we were able to secure reimbursement at the same hourly rate for staff providing Video Services for Federal Hearings, something we previously were not reimbursed for.

As of April 10<sup>th</sup>, we were currently holding 84 USM inmates. With this number of inmates, the increase in housing revenue would exceed \$1 million annually. The contract is scheduled to be presented at the next Commissioner's meeting.

## **M.A.T.**

Our Medication Assisted Treatment (MAT) Services for incarcerated individuals who are undergoing treatment for an Opioid Disorder prior to and during incarceration began on March 27<sup>th</sup>. This is being implemented to remain in compliance with Department of Justice guidelines. The PrimeCare MAT policy was included with your packet and we are seeking Board Approval for this policy. The policy was reviewed by Solicitor Barbin who has already given his ok for board approval.

(POLICY INCLUDED)

## **STATISTICAL REPORT**

## **FOOD SERVICE REPORT**

## **MEDICAL REPORT**

## **MISC**

## Cambria County Prison Statistical Housing Report - March 2023

Total Population

March 31, 2023	391
Cambria County Inmates	300

Average Daily Population

March 2023	389
------------	-----

Housing Revenue for March 2023:

U. S. Marshal Service	161,000.00
	<u>\$161,000.00</u>

Housing Revenue Year to Date:

	419,230.00
	<u>\$419,230.00</u>

Inmate Statistical Data for March 2023:

Number of Commitments	154
Number of Releases	147
Number for Court, Hearings, etc.	40
Furloughs	2

Year to Date Revenue as of March 2023:	\$ 419,230.00
Year to Date Revenue as of March 2022:	\$ 645,610.00

**Cambria County Prison  
Monthly Progress Report  
Food Service Department  
March 2023**

Date: April 10, 2023

Completed by: Jeff Callihan

During the month of March we continued working on training the work force on preparing new items on the new menu cycle. We also started serving meals for Ramadan, which is the holy month of fasting during daylight for the Muslim faith.

I also continued working with William Snyder from the Nutrition Group on ways to try and help with rising food costs and shortages

**MONTHLY COST PER MEALS**

The cost per meal for the month of March was \$1.3975 for a total food cost of \$49,381.57. This was an increase of \$0.0126 from the month of March.

**UP-COMING MONTHS**

During the month of April we will continue preparing and serving meals for those partaking in the Ramadan fast which will end on April 20<sup>th</sup> followed by the Eid-al-Fitr feast.

We also prepared a special meal for Easter which consisted of Hot baked Turkey Ham, Hot baked Turkey Breast, Mashed Potatoes, Stuffing, Gravy, Corn, Bread and Cranberry Sauce. We will also look into doing some training from the ServSafe Program going over basic food service training.

I will also continue working with William Snyder from the Nutrition Group on ways to try and help with rising food costs and shortages.

Jeff Callihan



Cambria County Prison Food Service Director

**Cambria County Prison  
Monthly Cost Report  
March 2023**

Date: April 7, 2023

Completed by: Jeff Callihan

Actual Inmates Served	<u>Breakfast</u>	<u>10,090</u>
Actual Inmates Served	<u>Lunch</u>	<u>9,697</u>
Actual Inmates Served	<u>Dinner</u>	<u>9,588</u>

Monthly totals

Actual Total Inmate In-house Meals Prepared	<u>32,514</u>
Total Special Meals	<u>1,953</u>
Intake (Includes Programs)	<u>70</u>
Kitchen Workers 12 X 3 meals X 31	<u>1,116</u>
Staff	<u>2,360</u>
Administration	<u>460</u>
Staff Trainees	<u>0</u>
School Tours Lunches	<u>0</u>
Total In-house made Meals Served	<u>35,334</u>
Total Monthly Cost for all Food Items	<u>\$46,441.49 / 1.3143</u>
Total Monthly Cost for all Paper Items	<u>\$2,626.18 / 0.0743</u>
Total Monthly Cost for all Cleaning Items	<u>\$313.90 / 0.0088</u>
Total Monthly Cost for all Government Commodities	<u>\$ 0.00 / 0.0000</u>
Total Monthly Cost per In-house Meal Served	<u>\$49,381.57 / 1.3975</u>

Christian M. Smith  
Warden



Craig J. Descavish  
First Deputy Warden

George A. Rozum  
Second Deputy Warden

**Cambria County Prison**  
425 Manor Drive, Ebensburg, PA 15931  
(814) 472-7330, Fax (814) 472-1367

---

To: Christian Smith, Warden  
From: Craig Descavish, 1st Deputy  
Re: Training/Recruitment Report for March 2023

**The following staff training was completed during the month of March 2023:**

Cambria County Basic Training Academy #23-02 began on March 20, 2023. There are six Cambria County cadets.

Officer Jerrad Baker received 16 hours training on Central Control operations.

Officer Brandon Shaw received 16 hours training on Central Booking operations.

Officer Jylian Auger received 16 hours training on Central Control operations.

Officer Terry Horner received 16 hours training on Maximum Control operations.

Officer Jamie Proudfit received 16 hours training on Maximum Control operations.

Officer Philip Petak received 40 hours training on Prison Records operations.

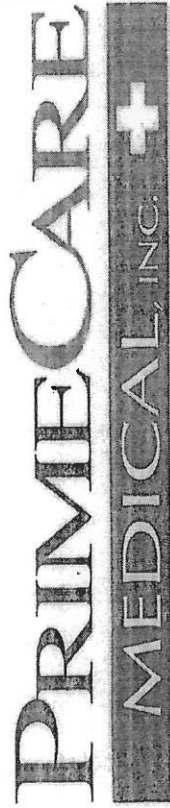
Officer Jordan Geist received 16 hours training on Prison Kitchen operations.

Officer Calvin Hartman received 24 hours training on Intake operations.

Officer Tyler Kish received 16 hours training on Prison Kitchen operations.

A two-day Pepperball Instructor/Armorer Certification course was hosted at our facility. Approximately 18 students from the surrounding counties, along with two Cambria County Prison staff were certified.

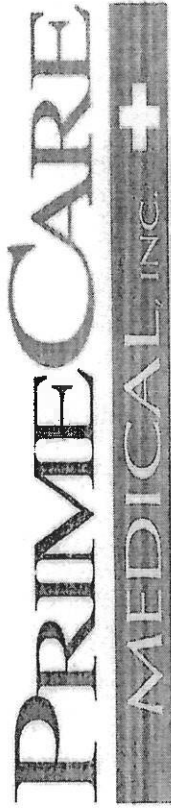
**Recruitment:** Director Jessica Greathouse manned a recruitment table at the University of Pittsburgh-Johnstown and St. Francis/Mt. Aloysius job fairs.



Facility: 022 - CCP - CAMBRIA COUNTY PRISON

Statistical Summary Report  
Year 2021  
Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
	FACILITY STATISTICS												
Monthly ADP	322	331	350										334
Deaths	0	0	1										1
Total # of Patients in the Hospital	6	2	2										10
Total # Patient Days	18	4	8										30
# of Intake Screenings	108	166	142										416
# of Grievances	7	9	5										21
# of Founded Grievances	0	0	0										0
# of Adverse Patient Occurrences	19	16	16										51
# of Patients Detoxed	64	92	81										237
# of Patients Detoxed Opiate (Clonidine / Vistaril)	35	51	44										130
# of Patients on Subutex / Suboxone	0	0	0										0
# of Patients on Subutex Rapid Taper	0	0	0										0
# of Patients Receiving Methadone	0	0	1										1
# of Patients Given Vivitrol	0	2	1										3
# of Patients Detoxed ETOH	10	15	13										38
# of Patients Detoxed Benzodiazepines	19	26	24										69
# of Patients on Restraints	1	0	0										1
# of Shifts involving Restraints	1	0	0										1
# of Medical Transports	44	30	26										100
# of Infirmary/Medical Housing Admissions	3	5	2										10
# of Vivitrol Doses Given	0	2	1										3
# of Narcan Doses Given	0	0	0										0
In-House Surgeries	0	0	0										0
In-House EKG's	48	21	24										93
In-House X-Ray's	28	19	23										70

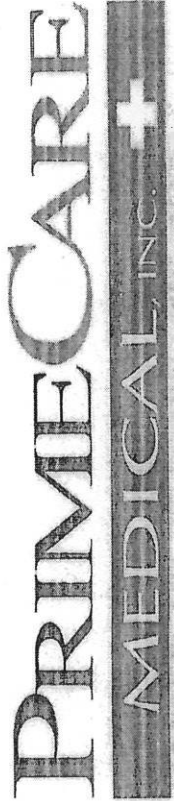


Facility: 022 - CCP - CAMBRIA COUNTY PRISON

Statistical Summary Report  
Year 2021  
Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
OUTSIDE CONSULTATIONS													
Allergy	0	0	0	0	0	0	0	0	0	0	0	0	0
Cardiology	0	0	0	1	0	0	0	0	0	0	0	0	1
Dermatology	0	0	0	0	0	0	0	0	0	0	0	0	0
Dialysis	0	0	0	0	0	0	0	0	0	0	0	0	0
ENT	0	2	1	0	0	0	0	0	0	0	0	0	3
Emergency Room	13	6	11	0	0	0	0	0	0	0	0	0	30
Ambulance Trips	5	2	9	0	0	0	0	0	0	0	0	0	16
Gastroenterology	1	1	1	0	0	0	0	0	0	0	0	0	3
General Medicine	0	0	0	0	0	0	0	0	0	0	0	0	0
General Surgery	1	1	1	0	0	0	0	0	0	0	0	0	3
Gynecology	0	0	0	0	0	0	0	0	0	0	0	0	0
Hematology	0	0	0	0	0	0	0	0	0	0	0	0	0
Methadone	0	0	0	0	0	0	0	0	0	0	0	0	0
Neurology	0	1	0	0	0	0	0	0	0	0	0	0	1
Neurosurgery	0	0	0	0	0	0	0	0	0	0	0	0	0
Obstetrics	1	1	2	0	0	0	0	0	0	0	0	0	4
Oncology	0	0	0	0	0	0	0	0	0	0	0	0	0
Ophthalmology	10	7	3	0	0	0	0	0	0	0	0	0	20
Orthopedics	9	4	3	0	0	0	0	0	0	0	0	0	16
Physical Therapy	0	0	0	0	0	0	0	0	0	0	0	0	0
Plastic Surgery	4	2	0	0	0	0	0	0	0	0	0	0	6
Podiatry	0	0	0	0	0	0	0	0	0	0	0	0	0
Proctology	0	0	0	0	0	0	0	0	0	0	0	0	0
Psychiatry	0	0	0	0	0	0	0	0	0	0	0	0	0
Surgery Performed	0	1	2	0	0	0	0	0	0	0	0	0	3
Thoracic Surgery	0	0	0	0	0	0	0	0	0	0	0	0	0
Urology	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside X-Rays (CT, MRI, etc.)	7	2	9	0	0	0	0	0	0	0	0	0	18
Wound Clinic	0	2	1	0	0	0	0	0	0	0	0	0	3
Diagnostic Test (outside)	2	0	0	0	0	0	0	0	0	0	0	0	2
Other Trips / Outside Consults	4	2	2	0	0	0	0	0	0	0	0	0	8
# of Missed Appointments (in-house)	0	0	0	0	0	0	0	0	0	0	0	0	0
# of Missed Appointments (outside facility)	9	8	4	0	0	0	0	0	0	0	0	0	21
<b>Total Outside Consultations</b>	<b>57</b>	<b>34</b>	<b>46</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>137</b>



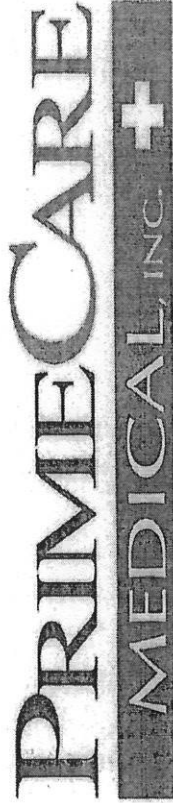


Facility: 022 - CCP - CAMBRIA COUNTY PRISON

Statistical Summary Report

Year 2021  
Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
MD Sick Call	62	31	31										124
NP/PA Sick Call	140	140	175										455
MD/PA/CRNP Sick Call	202	171	206	0	0	0	0	0	0	0	0	0	579
Nurse Sick Call	279	261	307										847
MD Physicals	2	1	1										4
NP/PA Physicals	45	49	68										162
Nursing Physicals	27	80	38										145
Annual Physicals	6	17	2										25
<b>MENTAL HEALTH</b>													
Psychiatrist / Groups Seen	0	0	0										0
Psychiatrist / Individuals Seen	129	108	85										322
Psychologist Groups	0	0	0										0
Psychologist / Individuals Seen	0	0	0										0
M.H. Worker Groups	0	0	0										0
M.H. Worker / Individuals Seen	279	269	292										840
# of Involuntary M.H. Commitments	0	1	1										2
# of Patients Waiting Transfer to State Hospital	1	0	0										1
# of Patients w/Involuntary Med/Tx Orders	0	0	0										0
# of Patients on Suicide Watch	42	62	45										149
# of Attempted Suicides	0	0	0										0
# of Completed Suicides	0	0	0										0
# of Patients on MH Scale as Category - A	69	86	87										242
% of Patients on MH Scale as Category - A	21.4%	26.0%	24.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	24.1%
# of Patients on MH Scale as Category - B	46	48	52										146
% of Patients on MH Scale as Category - B	14.3%	14.5%	14.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	14.5%
# of Patients on MH Scale as Category - C	251	269	280										800
% of Patients on MH Scale as Category - C	78.0%	81.3%	80.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	79.7%
# of Patients on MH Scale as Category - D	33	32	38										103
% of Patients on MH Scale as Category - D	10.2%	9.7%	10.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	10.3%

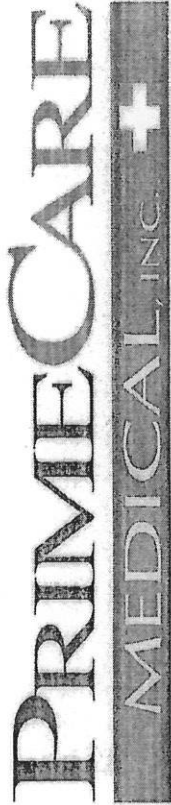


Facility: 022 - CCP - CAMBRIA COUNTY PRISON

Statistical Summary Report

Year 2021  
Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>DENTAL</b>													
Extractions	17	28	21										66
Fillings	2	0	0										2
Exams	21	17	13										51
Other	0	0	0										0
Total Patients Seen by Dentist	21	17	8										46
Patients seen by Oral Surgeon	0	0	0										0
# of Annual Dental Exams	5	1											6
<b>PHARMACY</b>													
# of patients on Psych Meds	88	86	84										258
% ADP on Psych Meds	27.3%	26.0%	24.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	25.8%
# of patients on Medical Meds	139	147	152										438
% ADP on Medical Meds	43.2%	44.4%	43.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	43.7%
# of patients on HIV Meds	2	1	2										5
% ADP on HIV Meds	0.6%	0.3%	0.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.5%
# of patients on OTC Meds	100	101	99										300
% of ADP on OTC Meds	31.1%	30.5%	28.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	30.0%



Facility: 022 - CCP - CAMBRIA COUNTY PRISON

Statistical Summary Report  
Year 2021  
Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
DISEASE CASES													
HIV Test Done	9	24	10										43
HIV Cases	0	0	0										0
AIDS Cases	0	0	0										0
Hepatitis Cases	0	0	0										0
Syphilis Cases	0	0	0										0
Gonorrhea Cases	0	0	0										0
# of Pregnant Females (avg)	1	1	4										2
# of Miscarriages	0	0	0										0
# of Abortions	0	0	0										0
# of Deliveries	0	0	0										0
# of patients isolated to rule out MRSA	1	0	0										1
# of confirmed MRSA cases	1	0	0										1
TB Treatment	0	0	0										0
PPD Test	157	207	149										513
(+) PPD's	10	12											22
RPR Test	4	1	2										7
COVID-19 # of Lab PCR Test Performed	0	0	0										0
COVID-19 # of Antigen Rapid Test Performed	186	290	244										720
COVID-19 # of IgH (Antibody) Test Performed	0	0	0										0
COVID-19 Total Positive	6	5	0										11
COVID-19 Total Positive %	3.2%	1.7%	0.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.5%
COVID-19 Total Negative	180	285	244										709
COVID-19 Total Negative %	96.8%	98.3%	100.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	98.5%
COVID-19 # of Vaccinations Administered	0	0	0										0
COVID-19 # of Serious Adverse Reactions to Vac	0	0	0										0
CHRONIC CARE													
# of Chronic Care Asthma/COPD/Pulmonary	12	13	6										31
# of Chronic Care Diabetes/Endocrine	8	9	5										22
# of Chronic Care HIV/AIDS/Hep.C	20	13	8										41
# of Chronic Care Hypertension/Cardio	19	19	15										53
# of Chronic Care OB/GYN/Pregnant	0	0	5										5
# of Chronic Care Seizure/Neurology	4	8	3										15



Policy Name: Medication Assisted Treatment

No. CCP H-101

Effective Date: 06/01/22, 2/10/23

Reference: N/A

Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Approval: \_\_\_\_\_ Date: \_\_\_\_\_

- 
- I. **PURPOSE:** To facilitate Medication-Assisted Treatment (MAT) services for individuals incarcerated who are currently undergoing treatment for an Opioid Use Disorder prior to and during incarceration. MAT is the use of medications, combined with counseling, to treat Opioid Use Disorder. Such programs may include buprenorphine, methadone, and naltrexone, which are approved for treatment of an Opioid Use Disorder by the Federal Food and Drug Administration during the patient's incarceration and to provide an individualized treatment plan for each participant. Upon medical intake screening, patients who are determined to meet the criteria for treatment of Opioid Use Disorder will be considered candidates for placement in the MAT program which includes medication and counseling.
- II. **SCOPE:** Applies to the CAMBRIA COUNTY PRISON
- III. **DEFINITIONS:**
- A. Clinical Counselor: Licensed Mental Health Counselor, Licensed Social Worker, Licensed Drug and Alcohol Counselor or equivalent, or designee, as assigned by PCM or the correctional facility. PrimeCare Medical Inc. is responsible for Drug and Alcohol Counseling at the Cambria County Prison.
  - B. Case Manager: PCM staff, facility staff or contracted community staff who are responsible for coordination of care and reentry to a community provider. Cambria County Prison Staff is responsible for the case management or reentry services at the Cambria County Prison.
  - C. Clinical Team: Clinical counselor, case manager, medical provider, nursing staff or designee.
  - D. Opioid Use Disorder (OUD): the chronic use of opioids that causes clinically significant distress or impairment.

- E. COWS: Clinical Opiate Withdrawal Scale
  - F. CIWA: Clinical Institute Withdrawal Assessment for Alcohol
  - G. ETOH: Alcohol
  - H. MAT: Medication Assisted Treatment
  - I. MAT Unit: If applicable, per Facility Administration a housing unit designated for individuals in the MAT program. There is currently no MAT Housing Unit at CCP.
  - J. Medical provider: MD, DO, NP or PA employed by or contracted with PCM who are qualified, credentialed, and possess their X waiver issued by the federal Drug Enforcement Agency (DEA).
  - K. Medically Supervised Withdrawal Protocol (Detox Protocol): Established policy and procedure to ensure that patients who are under the influence of drugs and/or alcohol or undergoing withdrawal from such substances are appropriately treated in accordance with established protocols and standards of care.
  - L. Opioid (most common): Heroin, Fentanyl, Methadone, Suboxone, Percocet, Oxycodone
  - M. Opioid Treatment Program (OTP): a treatment provider accredited to dispense Methadone and other MAT medications.
  - N. PDMP: prescription drug monitoring program
  - O. TCU-5<sup>®</sup>: Texas Christian University Drug Screen and Opioid Supplement used to assess individuals for substance use treatment.
- IV. **POLICY**: PCM will provide medical evaluation, medication, and discharge planning to assist with the MAT program to individuals identified as viable candidates. Viable candidates are identified after an assessment by qualified professionals to meet the DSM-5 criteria for Opioid Use Disorder. All individuals receiving MAT will be evaluated by appropriately credentialed health care providers following an established procedure consistent with nationally accepted guidelines and will be followed by the licensed clinical counselor and case manager to coordinate programming, counseling, mental health services, and provide for discharge planning.

**V. PROCEDURE:****A. Intake and Access to Care**

1. A receiving screening is performed on all patients upon arrival at the facility. (See Policy PCM J-E-02 Receiving Screening). Nursing or trained designee will complete the intake forms, including receiving screening and screen the patient for their drug use and enrollment in a community-based MAT program.
2. Urine pregnancy test will be completed on all females.
3. The patient will be asked to sign PCM's Consent for Treatment and Release of Information forms. If the patient refuses consent or the screening process, they will be educated of the risks associated with drug and alcohol intoxication and withdrawal.
4. The on-call provider should be contacted for any patient who is assessed to be at a potential for withdrawal, to obtain detox orders and to have the patient monitored for further evaluation. (See Policy PCM J-F-04 Medically Supervised Withdrawal and Treatment). Medical provider intake may be completed at this time, or as clinically indicated.
5. Anyone identified as a viable candidate for participation in the MAT program must undergo a medical provider assessment. The assessment should include vital signs, a review of the intake forms, receiving screening, physical exam, review of SUD assessment and any follow up planning.
6. \*\*Pregnant Opiate-addicted patients should be immediately referred to the medical provider for Subutex or Methadone maintenance or conversion.
7. Individuals referred or self-referred via sick call for inclusion in the MAT program are also referred to the clinical counselor and provider.
8. If the correctional facility or PrimeCare Medical is licensed as their own Opioid Treatment Program, they will be the prescriptive authority for methadone, buprenorphine, and naltrexone continuation. Cambria County Prison is not currently licensed as an OTP.
9. If the correctional facility has an MOU with a community-based OTP, PCM will adhere to the guidelines set forth by both the community OTP and the correctional facility. All protocols for chain of custody, lock boxes, storage, host dosing and counseling should be followed by PCM

staff. Protocols will be consistent with both State and Federal Guidelines for administering MAT medication per the MOU with the OTP. Alliance Medical Services of Johnstown PA is utilized for Methadone.

**B. Documentation**

1. An individual's MAT progress will be documented in the electronic health record by the Medical Department or on Facility-approved assessment forms and formats by the Clinical Team and then scanned into the patient's electronic health record.
2. If an individual fails to comply with policy or requests to taper, an assessment will be completed by the medical provider and counselor with documentation as to the specific reason for the discontinuation.
3. Discussions with community-based providers regarding the patient's treatment plan should be documented under the provider sick call section of the electronic health record. Discussions with the facility administration and/or security, the Clinical Team, and community-based providers should be documented as chart notes.
4. All assessments by the medical providers should be documented on the MAT Initiation form or the MAT Follow-Up form.
5. All diagnostic testing, including urine drug screens, will be entered and/or scanned into the electronic health record as soon as possible.
6. All forms related to assessment and reentry planning will be scanned into the patient's chart. Statistical case management will be maintained by the clinical counselor or facility designee to determine effectiveness of treatment, diversion, changes in medical conditions, recidivism and community program follow through.
7. All paper documentation completed by PCM staff is to be scanned into the patient's electronic health record.

**C. MAT Continuation**

1. Reported MAT prescriptions will be verified through pharmacy records, treatment facility or outpatient provider records after a ROI is signed. If unable to verify, patients will be referred for withdrawal management, if applicable, and assessment for OUD.
2. Once a MAT prescription is verified, the nurse will contact the medical provider and obtain a verbal order for medication, diagnostic testing



(not limited to urine drug screening), and other monitoring protocols.

3. If continuation orders are received, the nurse shall complete the MAT Verification and Order form within Exam forms in the electronic health record. Completion of this form automatically triggers all referrals, alerts, and future appointments.
4. Any individual with a verified current prescription and a positive drug test for the reported substance will be considered for maintenance. If clinically appropriate, the prescription will be bridged by the medical provider.
5. If the patient has a verified prescription but a negative urine drug screen, the medical provider will be informed, and the patient will be referred to the licensed drug and alcohol counselor.
6. Verified MAT medication will be maintained, in accordance with the Federal and State guidelines with appropriate documentation and control. Administration of these medications will follow the dosing procedure as stated in this policy. In instances where medication maintenance would be detrimental to the patient, the Medical Director should be notified to determine the appropriate course of treatment. The medication should not be continued unless an order for continuation is given by the medical provider.

**D. Buprenorphine/Methadone Taper – Withdrawal of Opioid Usage**

1. Any individual who cannot be verified for a MAT prescription from a community-based OTP, and reports illicit opiate use, alcohol abuse or benzodiazepine abuse will immediately be assessed for signs of withdrawal.
2. If opioid withdrawal is anticipated, the nurse will complete a COWS assessment and obtain verbal orders for medication, diagnostic testing, and other medically supervised withdrawal protocols from the medical provider. If the patient develops a COWS Score of 5 or greater, the onsite or on-call provider shall be notified promptly.
3. The provider may opt to utilize MAT-related medication to assist with a medically supervised withdrawal protocol, such as the methadone or buprenorphine taper.
4. The medical provider will evaluate the patient and complete a physical health assessment, including clarification of drug and ETOH usage. The provider will review the receiving screening, continue with the intake process (if not completed), utilize evidenced based screening and the

COWS assessment. At the provider's discretion, a urine drug screen may be ordered for all patients who report opiate usage.

5. **\*\*Pregnant Opiate addicted patients should immediately be referred for Subutex or Methadone conversion.**
6. The patient will be given a consent form with education that describes buprenorphine or methadone, including its risks and benefits. Education shall include the correctional MAT program, referral to a clinician for assessment for OUD, resources for community programs for MAT assistance with address and telephone numbers for use at discharge.
7. The HSA or designee is responsible for statistical tracking of all patients who receive the buprenorphine or methadone taper.

**E. MAT Consideration/Induction During Incarceration**

**The only induction of MAT at Cambria County Prison currently is Vivitrol. One dose of Vivitrol is given prior to patient release from prison.**

1. Each individual on the detox / withdrawal protocol, or those screened at intake for opioid use will be considered for inclusion in the MAT program during routine provider assessments or referral. Potential candidates will be screened on intake for opiate use and referred to the designated clinical counselor or designee for assessment for Opioid Use Disorder. The county counselor provides referrals for Vivitrol.
2. Assessment Components:
  - Assessment by licensed clinician using the TCU-5 Drug Screen and TCU-5 Opioid Supplement.
  - The provider must complete an Abbreviated Assessment of the DSM-5 criteria for Opioid Use Disorder
  - Physical Exam, prescriber or other health care provider
  - Lab/drug tests, prescriber or other health care provider
  - Diagnosis, licensed clinician, prescriber must confirm diagnosis
  - PDMP check, prescriber or approved designee
3. Once a candidate has been assessed to meet criteria by the clinical counselor or designee, the HSA or designee will receive written notification (referral) of an individual's inclusion in the program.

4. Upon notification of appropriateness for the MAT program, the HSA or designee will schedule an appointment with the medical provider for a MAT initiation assessment. The provider will assess the patient and complete the MAT Initiation form in the electronic health record.
5. Care will be continually coordinated between an interdisciplinary team, including the medical staff, the clinical team and corrections to ensure appropriate treatment. Routine meetings will be held to discuss patient care planning and overall program goals. The meetings will include a social history, documentation of current symptoms, treatment history and any outside recommendations for treatment staff to discuss current and pending MAT program participants.
6. The Clinical Counselor, Case Manager and/or designee will provide drug and alcohol counseling and complete outpatient referral applications. PrimeCare Medical Inc. is responsible for this at the Cambria County Prison.

**F. MAT Treatment While Incarcerated**

1. Every individual receiving MAT treatment will be assessed by a medical provider. During the first appointment, the MAT Initiation form will be completed. The provider will consider individual preference, past treatment history, and treatment setting when determining the best course of treatment. The assessment will also include a chart review, verification of a negative pregnancy test for female candidates, and verification of completion of a urine drug test. The provider will then determine and establish a therapeutic regimen which may, if clinically indicated, include diagnostic laboratory testing, urine drug screening and ultimately medication. The provider will schedule the follow-up appointment.
2. The MAT Follow-Up Form will be completed at each subsequent provider assessment. Medication dosage adjustments may occur. The patient will be evaluated and, if clinically indicated, may modify the previously ordered regimen. Upon completion of the form, the provider will schedule the next appointment.
3. Urine drug tests will be completed on all individuals receiving MAT treatment to confirm compliance with the prescribed medications. Random urine drug screening is ordered no less than every 30 days while a patient is receiving MAT-related medications.
4. Substance Use counseling, Mental health care and discharge planning will be coordinated by the Clinical Counselor, Case Manager, or

designee. PrimeCare Medical Inc. and Cambria County Prison Staff are responsible for this at the Cambria County Prison. They will be responsible for:

- Clinical monitoring, to include programming and drug and alcohol counseling;
- Aftercare planning and service coordination and implementation of discharge planning into the community, housing and outpatient referrals, and patient tracking following release;
- Serving as liaison between the Facility MAT participants and services outside the facility;
- Monitoring and documenting all individual counseling and group participation per Facility Guidelines;
- Monitoring of MAT program participants. Providing treatment notes which will include effectiveness and response to treatment, barriers to implementing or completing objectives with an included corrective action plan and timeline; and
- Providing NARCAN at release to anyone meeting the criteria for OUD.

**Sublocade® (buprenorphine extended-release injection)**

1. Sublocade® is a buprenorphine extended-release injection, for subcutaneous use (CIII) produced by Indivior™. This prescription medicine is used to treat adults with moderate to severe addiction (dependence) to opioid drugs (prescription or illegal) who have received an oral transmucosal buprenorphine-containing medicine at a dose that controls withdrawal symptoms for at least 7 days.
2. Sublocade is only available through the Sublocade Risk Evaluation and Mitigation Strategy (REMS) Program. Only PCM facilities that have been registered by the PCM Corporate Office as a certified REMS facility may prescribe, order and dispense Sublocade.
3. **Sublocade is not to be dispensed directly to a patient.**
4. PCM staff are prohibited from distributing, transferring, loaning or selling Sublocade to any other person or facility unless authorized by applicable federal or state law and the Sublocade REMS Program.
5. Mandatory Training Specific to Sublocade:
  - All PCM health care staff at contracted facilities with REMS certifications shall be trained as to the clinical indications and administration of

Sublocade. Such training may be conducted in-person, virtually, or pre-recorded video.

- All PCM health care staff at contracted facilities with REMS certification shall also be required to complete all mandatory company trainings and policy reviews through Relias governing Medication Assisted Treatment and the policies and procedures specific to Sublocade administration.
- Training shall be documented.
- Trainings shall be inclusive of review of both the Sublocade Prescribing Information and Medication Guide.
- Documentation should include formal training records noting content of training, method of training, name of trainer (if applicable) and date training completed.

**G. Dosing Procedure**

**Procedure for administration of Buprenorphine and Methadone**

There will be one scheduled MAT Medication Pass per day. Time/location and number of patients to be dosed at one time will be determined by facility administration. Mat program dosing will begin at 0800 in the indoor recreation unit.

1. The patient will come to assigned space at a specified time period and drink a cup of water provided by the nurse and then stand in line where indicated by correctional staff.
2. If dosing is not located in the medical department, a correctional officer will escort the nurse and medication cart with narcotics to the dosing location and remain with the cart until returned to the medical department.
3. Correctional staff will provide instructions to patients regarding the administration procedures of buprenorphine and methadone and shall be responsible to go over the anti-diversion plan.
4. Correctional staff will direct the patient to stand approximately an arm's length away from other patients and instruct there will be no talking during dosing.
5. Correctional staff will then perform a mouth check and will also check in between the fingers of both hands, prior to administration of medication.

6. The nurse will then check the mouth and hands again; open the medication package/ or crush medication in pill cup and pour crushed medication under the tongue for buprenorphine or have them drink and swallow the medication for methadone.
7. After medication administration, patients will wait for 15 minutes without manipulating or moving their mouths or hands. The nurse will continue mouth checks every 5 minutes within that 15-minute time frame.
8. Correctional staff will recheck the patient's hands and remind patient that their hands must remain at their side during the entire administration process.
9. The nurse will continue down the line of patients until administration is completed.
10. The nurse will then go back to the beginning of the line and check the mouth and hands for any possible diversion.
11. After all patients have been checked by the nurse, they will be rechecked by correctional staff and be required to drink a glass of water and/or eat a cracker prior to leaving the assigned space.
12. If any patients are found diverting medication, the anti-diversion plan will be followed.

**NOTE:** Patients are expected to take their full dose as prescribed and documented in the electronic health record. Patients CANNOT take a partial dose. If a patient refuses to take all of the medication, nursing must immediately notify the Clinical Counselor and medical provider.

#### **Procedure for administration of Naltrexone/Vivitrol**

1. Individuals appropriate for continuation or induction of Naltrexone may receive daily oral Naltrexone as part of regular med call as it is not a narcotic.
2. Individuals who are eligible to receive the long acting injectable Vivitrol, will have a trial of oral Naltrexone for 7-14 days or have a urine drug test to ensure patient is drug free, and then will receive the injection not to exceed a 30-day period.

#### **Procedure for administration of Sublocade**

1. Individuals eligible for, but not already taking, Sublocade will be dosed on Buprenorphine sublingually for a minimum of 7 days.

2. Once eligible for the injection of Sublocade they will receive monthly injections with a minimum of 26 days between doses.
3. Sublocade must never be dispensed directly to the patient or permitted to be self-administered.<sup>1</sup>
4. Sublocade is intended for abdominal subcutaneous injection and may only be administered by health care staff who have completed all PCM-required education and training regarding the process and procedure for proper administration of Sublocade.<sup>2</sup> Do not administer intravenously, intramuscularly, or intradermally.

**Procedure for administration for Suboxone**

1. Nurse will place strip under patient's tongue.
2. Please follow dosing administration procedures for buprenorphine.

**H. Anti-Diversion Plan**

1. All patients will be educated prior to entering the MAT program on administration procedures. If any patient is found to be diverting, the following guidelines should be followed:
  - i. First attempt at diversion results in counseling of the patient in the medical department.
  - ii. Second attempt at diversion, their dose may be cut in half.
  - iii. Third or more attempt at diversion, the patient may be discharged from the MAT program.
2. All patients in the MAT program will be required to attend group/individual counseling per facility protocols. Patients must also comply with random drug screens. Those patients who refuse to comply with individual counseling or drug screening may be removed from the MAT program.
3. Individuals who do not comply with the MAT program rules may be recommended for removal from the program by the provider and clinical team. The patient will be reviewed by the medical provider, who

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<sup>1</sup> Sublocade forms a solid mass upon contact with bodily fluids and, as a result, presents a significant risk of serious harm or death if administered intravenously.

<sup>2</sup> PCM health care staff are required to complete all required MAT trainings, including but not limited to PCM's "MAT – Medication Assisted Treatment" training on Relias before they may be involved in the administration of Sublocade to PCM patients.

will determine the best course of treatment based on sound medical practice.

4. If an order for buprenorphine or methadone is discontinued, the individual will be placed on the detox protocol. Naltrexone may be discontinued without risk of withdrawal.

#### **I. Release Planning**

1. Release planning will be coordinated by the Clinical Counselor, Case Manager or designee, the medical department, and the individual's community-based MAT Provider. PrimeCare Medical Inc. and County Prison Staff will be responsible for this service at the Cambria County Prison
2. A Release of Information and Permission to Contact form will be signed by the individual to allow for the Clinical Counselor, Case Manager or designee to perform community monitoring, if indicated.
3. The medical department will obtain the appropriate ROI and facilitate a release of records to the referred outpatient treatment facility for continuity of care.
4. Medication bridge upon release: Determined on a case-by-case basis which includes collaboration from the clinical treatment team and medical providers. At a minimum, patients will be released with a 3-day supply of buprenorphine medication at the current dosing schedule. If ordered by a provider, a 7-day supply of buprenorphine/naltrexone (Suboxone) at the equivalent dosing schedule may be called in to the patient's pharmacy of choice. This order would be in place as needed to facilitate a bridge to an appointment date with the community outpatient provider, as specified in the individual aftercare plan. Methadone will not be dispensed upon release. The patient will leave with a last dose letter and the community OTP will be notified. Any patient specific methadone will be returned to the community OTP via lock box for the OTP to reverse distribute.
5. In the case of an unanticipated discharge, information will have been placed in the individual's property by the Clinical Counselor, Case Manager or designee with contact information and emergency numbers for MAT treatment.
6. Individuals receiving buprenorphine or methadone who are sentenced to time in prison, or any facility that will not continue the medication, will have the medication discontinued and will be placed on the detox



protocol. The detox protocol will be completed prior to the transfer whenever possible.

**VI. STORAGE:**

Storage of Schedule II and Schedule III Narcotics, buprenorphine and methadone will be in compliance with all Drug Enforcement Administration (DEA) regulations and state standards. Protocols for destruction of unused patient specific stock will be destroyed and/or sent for reverse distribution in ordinance with DEA rules and regulations.