

PRISON BOARD MINUTES

March 8, 2023

Board Members Present:

Thomas C. Chernisky, President Commissioner
William J. Smith, Commissioner
Scott W. Hunt, Commissioner
Edward Cernic, Jr., Controller
Donald Robertson, Sheriff
Gregory J. Neugebauer, District Attorney
Norman A. Krumenacker, III, President Judge

Others Present:

Chris Smith, Warden
Craig Descavish, First Deputy Warden
George Rozum, Second Deputy Warden
Nicole Arrington, Court Administrator

Pledge of Allegiance.

Commissioner Smith called the Meeting to order at 10:30 a.m., at the Cambria County Prison, Ebensburg, Pennsylvania.

Motion was made by District Attorney Neugebauer to approve the Minutes of the Meeting held on February 8, 2023.

Motion was seconded by Commissioner Hunt 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 February 8, 2023:

Retirement Fund	\$27,128.14
Retirement Fund	\$26,713.23
UPMC Health Plan	\$90,180.31
UPMC Dental	\$119.24
UPMC Dental	(\$5.42)
Symetra Life Insurance	\$498.80
Phoenix Rehab	\$595.00
Ricoh	\$209.00
Wells Fargo	\$445.30
FNB (Visa)	\$2,199.75
North Eastern	\$234.00
Penelec	\$33,049.35
Pro Disposal	\$753.50
Sysco	\$3,486.46
Weatherproofing	\$2,843.80
Calvin Hartman	\$32.75
Total:	\$188,483.21

Invoice Status Report:

March 6, 2023, 106 Invoices Totaling	\$798,905.75
Canteen Fund Bills Paid after February, 2023, Meeting	\$7,306.47
Canteen Fund Bills to be Paid	\$31,725.30

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

Motion was seconded by Commissioner Hunt and passed unanimously.

Warden's Report:

The Warden requested an Executive Session.

Motion was made by District Attorney Neugebauer to convene an Executive Session at 10:34 a.m.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Motion was made by District Attorney Neugebauer to reconvene the Public Meeting at 11:00 a.m.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Motion was made by Controller Cernic to amend the Agenda.

Motion was seconded by Commissioner Hunt and passed unanimously.

Motion was made by Controller Cernic to add or amend 3 personnel actions on the Warden's Report.

Motion was seconded by Commissioner Hunt and passed unanimously.

Personnel:

- 1. Rebecca Fox, remove Full-Time Counselor, effective February 25, 2023.**
- 2. Warner David, remove Full-Time Correctional Officer I, effective February 25, 2023.**
- 3. Darrin Smith, remove Full-Time Correctional Officer I, effective February 28, 2023.**
- 4. Megan Bursky, hire Full-Time Corrections Counselor, effective March 13, 2023.**
- 5. Evan Minor, remove Full-Time Correctional Officer I, effective March 19, 2023.**
- 6. Hire the following as Full-Time Correctional Officers, effective March 20, 2023, pending completion of pre-employment screening.**

Ashton Knox-Bennett	Milan Young	Allan Zunich
Jestin Poruban	Dustin Mikolic	Mattalynn Ross
Erin Au	Edward Fockler	
- 7. Damon Crawley, hire Per-Diem Correctional Officer I, effective March 20, 2023.**

Amended Personnel:

- 1. David Contorchick, remove Full-Time Correctional Officer I, effective March 7, 2023.**
- 2. Evan Minor, remove Full-Time Correctional Officer I, effective March 7, 2023, not March 19, 2023.**

3. David Crawley, Full-Time Correctional Officer I, effective March 20, 2023, not Per-Diem.

Warden Smith reported:

1. Since last month, the Prison has had 5 additional cases of Covid-19, (1 inmate and 5 staff), at the Facility. All Covid-19 protocols remain in effect.

2. **MAJOR MAINTENANCE/FACILITIES UPDATES:**

a. HF HVAC System – Fit Optimized completed the software integration. Final inspection was completed by CJL on February 17, 2023. The project is completed.

b. Light Posts – All 6 light posts have now been replaced. The project is completed.

c. Parking Lot – Three quotes were received and forwarded to the Commissioners’ Office and Controller’s Office for review. Two of the 3 quotes were PA CoStars vendors.

d. Fire System Inspection – The annual fire system inspection is being completed this week.

3. This month, the Prison partnered with former prison employees Darcy and David Regala and the Cambria Martial Arts Academy to have 6 staff members trained to become certified instructors in the following subject areas: Defensive Tactics, Cell Extraction, Tactical Formations, Immediate Response, Use of Restraints, and Riot Baton. The training took place over a 4-day period and was well received by the staff. The Warden thanked both Darcy and Dave for their willingness to provide this great training opportunity.

4. Due to a recent increase in Prison population, the Facility anticipates the need to reopen Housing Unit F in the near future, which is the dorm unit that was closed in December of 2019. Due to this housing unit being constructed as a pole building, only inmates cleared to work outside of the Facility will be housed in this unit. Last week, the unit was inspected, cleaned, and any maintenance needs were completed. It was restocked with supplies and is now ready for use.

5. This month, the Warden had several follow-up discussions with the U.S. Marshals’ Contract Specialist to answer some questions regarding the data that the Prison submitted to them. As of the Warden’s last conversation with them, they expect to finalize their review and schedule negotiation questions regarding the data that was submitted. They expect to finalize their review and schedule negotiations this week or next week. The Prison is currently housing 74 U.S. Marshals’ inmates.

Statistical Report:

Report is attached.

February, 2023

Average Daily Population for February, 2023	377
Housing Revenue for February, 2023	\$118,650.00
Year to Date Revenue as of February, 2023	\$258,230.00

Food Service Report:

During the month of December, 2022, the Prison continued working with the female inmate kitchen labor crew, after a short timeframe of having the male inmate labor force back in the kitchen. The Prison cross-trained inmate workers to better utilize the workforce, and in doing so, the Facility continued working on using recipes and equipment that is still new to the labor force.

During the month of January, 2023, the Prison continued working with the female inmate labor force, working on ways to better utilize a smaller workforce by trying to combine work duties in the food service. Also during this month, the Facility received its new deep fryers, which will assist in the production of meals.

During December and January, Food Service Director Callihan continued to work with William Snyder from the Nutrition Group on possible menu changes.

During the month of February, 2023, the Facility started a new menu cycle, which has more items made from scratch leading to more training for the inmate labor force. This will show the importance of working together, as there will be multiple job assignments that will have roles in the preparation of items. More prep work will be needed, and there will be more job assignments with more responsibilities in daily operations.

Also during February, the new griddle top arrived, which will help with the preparation of some of the new food items.

Medical Report:

Attached.

Training:

The following staff training was completed during the month of February, 2023:

1. Cambria County Basic Training Academy #23-01 graduated on February 17, 2023. There are 9 Cambria County cadets and 2 Indiana County cadets.
2. Officer Courtney Sinclair completed 24 hours of training in Central Control Operations.
3. Officer Terry Horner completed 24 hours of training in Prison Laundry Operations, and 8 hours of training in Maximum Control Operations.
4. Officer Jamie Proudfit completed 32 hours of training in Prison Kitchen Operations.
5. Officer John Tremarki completed 24 hours of training in Maximum and Floor Control Operations, and 24 hours of training in Intake and Property Operations.
6. Officer Darrin Smith completed 16 hours of training in Intake Operations.
7. Officer Jylian Auger completed 40 hours of training in Maximum and Central Control Operations.
8. Officer Brandon Rhodes completed 16 hours of training in Prison Kitchen Operations.

9. **Officer Brandon Shaw completed 16 hours of training in Central Booking.**
10. **Officer Anthony Markovich completed 16 hours of training in Prison Visit Operations, and 16 hours of training in Prison Kitchen Operations.**
11. **Officer Ashlee Mulraney completed 8 hours of training in Prison Kitchen Operations, and 40 hours of training in Booking Center Operations.**
12. **Officers Dakota Houston and Eric Dreikorn completed 8 hours of Glock Armorer Certification conducted at Swatara Township Police Department by Glock.**
13. **Lieutenants Dakota Houston, Joe Frontino, Officers Brad Dugan, Shane Davis, Robert Nagy, and Brandon Shaw completed 16 hours of Intensive Defensive Tactics and Immediate Response Instructor Level Training provided by the Cambria Martial Arts Academy.**
14. **Recruitment: Director Jessica Greathouse manned a recruitment table at the Indiana University of PA Job Fair.**

Misconduct Report:

There was no information to report.

Miscellaneous:

None.

Motion was made by Controller Cernic to approve the Warden's Report.

Motion was seconded by District Attorney Neugebauer and passed unanimously.

Adjournment:

Motion was made by District Attorney Neugebauer to adjourn the meeting.

Motion was seconded by Commissioner Hunt and passed unanimously.

Tara N. Keilman, Deputy Chief Clerk