

# PRISON BOARD MINUTES

June 12, 2024

**Board Members Present:**

Edward Cernic, Jr., Controller  
Thomas C. Chernisky, Commissioner  
Linda Rovder Fleming, President Judge  
Scott W. Hunt, President Commissioner  
Gregory J. Neugebauer, District Attorney  
Don Robertson, Sheriff

**Others Present:**

Chris Smith, Warden  
Craig Descavish, First Deputy Warden  
George Rozum, Second Deputy Warden  
Scott Fye, Detective

Pledge of Allegiance.

Sheriff Robertson called the Meeting to order at 10:30 a.m., in the Jury Room of the Cambria County Courthouse, Ebensburg, Pennsylvania.

Motion was made by District Attorney Neugebauer to approve the Minutes of the Meeting held on May 15, 2024.

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 May 15, 2024:**

Retirement Fund	\$28,765.83
Retirement Fund	\$28,884.36
UPMC Health Plan	\$95,436.51
UPMC Health Plan	\$412.85
Ricoh	\$209.00
Wells Fargo	\$295.10
Wells Fargo	\$150.20
United Energy	\$1,071.80
Penelec	\$21,626.66
Peoples	\$1,054.57
Ebensburg Borough	\$37,745.55
CamTran	\$494.33
Peoples	\$872.97
Pro Disposal	\$753.50
<b>Total:</b>	<b>\$217,773.21</b>

**Invoice Status Report:**

June 6, 2024, 172 Invoices Totaling	\$363,019.67
Canteen Fund Bills Paid after May, 2024, Meeting	\$16,418.93
Canteen Fund Bills to be Paid	\$40,589.69

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 Commissioner Hunt to convene an Executive Session at 10:32 a.m.

Motion was seconded by Commissioner Chernisky and passed unanimously.

Motion was made by Commissioner Hunt to reconvene the Public Meeting at 10:46 a.m.

Motion was seconded by Commissioner Chernisky and passed unanimously.

**Personnel:**

1. Ivan Heresco, rehire as Full-Time Correctional Officer I, effective May 28, 2024.
2. Richard Sobecky, remove Full-Time Captain, effective June 12, 2024.
3. Stephanie Martin, hire Full-Time Fiscal Specialist, effective June 24, 2024.
4. Arlene Gergely, remove Full-Time Correctional Officer I, effective June 29, 2024.
5. Mark Sanford, transfer from Full-Time Lieutenant to Full-Time Captain, effective July 7, 2024.
6. Eric Wyson, transfer from Acting Lieutenant to Full-Time Lieutenant, effective July 7, 2024.
7. Hire the following as Full-Time Correctional Officer I's, effective July 8, 2024.

Tanya Deyarmin  
Jordan Ford  
Chaney Pugh  
Vayda Hagerman

Alexander Short  
Travis McMullen  
Jared McCready

Kara Spanko  
Mark Przybys  
Hunter Renney

8. Hire the following as Per-Diem Correctional Officer I's, effective July 8, 2024.

Richard Corson

Ashtyn Mills-Mrozek

**Warden Smith reported:**

1. MAJOR MAINTENANCE/FACILITIES UPDATES:
  - a. **Kronos Time Keeping Software** – Software is still in the testing phase. Captain Wolford and Tammy St. Clair are continuing to complete the required trainings. Go-live has been pushed to July to coincide with the Munis payroll go-live.
  - b. **Air Purification System** – The project was completed on May 7, 2024, and is currently in the data collection/air monitoring phase.

- c. **Solar Project** – No update at this time.
- d. **Kitchen Vents** – The annual commercial cleaning of the kitchen hood vents is scheduled for June 13, 2024, and it will be conducted by Premier Cleaning and Restoration.

2. The Prison currently has 10 vacant officer positions, plus two off on medical leave and three on medical restrictions, and it has been conducting interviews for the last two weeks. Upon approval of the above-listed new hires, the Facility will be starting a new Cadet Academy on July 8, 2024. These hires will fill all vacant full-time positions.

3. The Prison offers two different educational opportunities for inmates who have not completed school in order to continue and finish their education. The first program, which is an intermediate education program conducted by an instructor from IU8, is open to inmates up to age 21 who have not completed high school. Upon completing the required high school credits through this program, inmates can earn a diploma through their home-based high school. This year, there were four high school graduates who earned their diplomas through this program.

The second program, Hi-Set, which is a General Education Development (GED) program open to all inmates, is conducted by instructors from Goodwill Industries. Once an inmate completes the program, a series of five tests is administered by Prison Counselor Mary McCoy, who is a certified Hi-Set test proctor. This year, to date, 11 inmates have earned their GEDs, and eight more are ready to complete their final test. There are also 14 inmates that are ready to begin the testing process.

4. On May 17, 2024, five of the County’s magistrates, along with Judge Fleming, received a facility tour and operational explanation of the Prison and the Booking Center. Following the tour, there was a meeting to discuss possible operational changes to the magistrates’ booking processes and how those changes may affect both the Prison and their offices.

5. The current Vivitrol grant will be expiring at the end of the month with no extension available. However, the PCCD has released another Vivitrol grant that the Prison plans to apply for. On May 26, 2024, the Prison’s administrative team, medical director, and prison grant facilitator met with Gina Schellhimer, the MAT Program Specialist for the Department of Corrections, to discuss the upcoming grant and possible ways to extend the usage of the funds. On June 26, 2024, the Warden, the medical director, Alex Ashcom, Fred Oliveros, and Judge Fleming will be meeting to discuss the new grant application.

6. A letter was received from Lorain Borough regarding the performance of the inmate work crew.

***Statistical Report:***

Report is attached.

**May, 2024**

Average Daily Population for May, 2024	370
Housing Revenue for May, 2024	\$205,447.50
Year to Date Revenue as of May, 2024	\$1,054,927.00

**Food Service Report:**

During the month of May, the Prison continued working on basic food service practices and training the inmate workers on day-to-day work duties, along with training in the proper storage of items within the food

**service. Workers were also trained in the FIFO, or First In First Out, practice of storing foods.**

**Director Callihan continued working with Joe Medvan from the Nutrition Group on ways to try to help with rising food costs and shortages. A new menu cycle was started in May.**

**Medical Report:**

**Attached.**

**Training:**

**The following staff training was completed during the month of May, 2024:**

- 1. Forty-nine (49) staff members completed Food Service Safety & Equipment Inventory Training.**
- 2. Sixty (60) staff members completed Fire Safety & Emergency Plan Operations Training.**
- 3. Three (3) staff members completed Use of Force Training.**
- 4. Officer Ivan Heresco completed 3 days of refresher training and 1 day job shadow training.**
- 5. Officer Nathaniel Bodenarine completed 24 hours of training in Maximum and Floor Control Operations.**
- 6. Officer Gary Shope completed 16 hours of training in Central Control Operations.**

**Recruitment: Staff presented employment information at the Cambria County Career Expo and at a hiring event in the Human Resources parking lot.**

**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 Commissioner Chernisky to adjourn the meeting.**

**Motion was seconded by District Attorney Neugebauer and passed unanimously.**

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**Alex M. Ashcom, Chief Clerk**