

PRISON BOARD MINUTES

October 13, 2021

Board Members Present:

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

Others Present:

Chris Smith, Warden
William Patterson, First Deputy Warden
William Valko, Court Administrator

Pledge of Allegiance.

Commissioner Smith 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 Commissioner Hunt to approve the Minutes of the Meeting held on September 8, 2021.

Motion was seconded by Controller Cernic 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 September 8, 2021:

Retirement Fund	\$25,519.91
Retirement Fund	\$26,589.98
Retirement Fund	\$25,149.11
UPMC Health Plan	\$86,780.62
UPMC Health Plan	\$1,115.12
UPMC Dental	\$113.82
UPMC Dental	(\$5.42)
UPMC Dental	\$119.24
Symetra Life Insurance	\$453.54
Symetra Life Insurance	\$453.85
CamTran	\$268.18
Ebensburg Borough	\$32,574.55
Penelec	\$9,175.20
Pro Disposal	\$495.00
FNB Bank Visa	\$1,613.96
Ricoh	\$697.03
Wells Fargo	\$150.20
Total:	\$211,263.89

Invoice Status Report:

October 11, 2021, 104 Invoices Totaling	\$229,243.10
Canteen Fund bills paid after September, 2021, Meeting	\$9,639.17
Canteen Fund Bills to be Paid	\$39,871.44

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 10:33 a.m.

Motion was seconded by Commissioner Hunt and passed unanimously.

Motion was made by District Attorney Neugebauer to reconvene the Public Meeting at 10:50 a.m.

Motion was seconded by Commissioner Hunt and passed unanimously.

Personnel:

- 1. Brian Duman, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective October 3, 2021.**
- 2. Andrew Evanisko, transfer from Per-Diem Correctional Officer to Full-Time Correctional Officer I, effective October 17, 2021.**
- 3. Emily Matson, remove Full-Time Correctional Officer I from payroll, effective September 16, 2021.**
- 4. Timothy Gustkey, remove Per-Diem Correctional Officer from payroll, effective September 27, 2021.**
- 5. Tylor Luther, remove Full-Time Correctional Officer I from payroll, effective September 25, 2021.**

Warden Smith reported:

- 1. To date, there have been three hundred and ninety-three (393) positive Covid-19 cases at the Prison; eighty (80) staff, seven (7) PrimeCare employees, and three hundred and five (305) inmates. This reflects an increase of six (6) staff members and two (2) inmates since last month's meeting. All screening, testing, cleaning, social distancing, and quarantine practices remain in effect.**
- 2. During the past few meetings, the Warden has updated the Board on the progress of replacing the HF Unit furnace. CJL Engineering was previously awarded the engineering contract. A kickoff meeting with all parties involved was held last month. CJL completed its onsite review and submitted final drawings and specs for approval. The project was posted for construction bids on October 8, 2021.**
- 3. The current agreement for barber services at the Prison expires in February of 2022, and the current barber notified the Facility that she is retiring at that time. An RFP for barber services was advertised on October 11, 2021, and a new agreement will be entered into with a start date of February, 2022.**

4. The Prison is currently under a service agreement with Nuctech US, Inc., for its body scanner. This contract was set to expire in September, 2023. Due to Covid-19 restrictions, both on the side of the vendor and within the Facility, no service of preventative maintenance was provided in contract year 2020. Therefore, the Warden requested a one (1) year extension to the agreement at no cost due to the lost year. The vendor agreed, and the extension has been forwarded to the Commissioners' Office for approval.

5. Once again, the Prison was able to make some good purchases from the State Surplus. The Facility purchased ten (10) brand new, unopened twenty-two inch (22") computer monitors for fifteen dollars (\$15.00) each. Retail price for one (1) monitor is two hundred and fifty dollars (\$250.00). They are holding another twenty (20) monitors for the Prison that need to be picked up. Three hundred and sixty-five (365) wool blankets were also purchased for one dollar (\$1.00) each.

6. The Facility recently agreed to accept additional inmates from the U.S. Marshals Service. On September 23, 2021, the Prison received nineteen (19) U.S. Marshals Service inmates from Allegheny County Prison, and on October 7, 2021, the Facility received an additional twenty (20). Another group of ten (10) to twenty (20) inmates will be arriving in the next few weeks. There are currently one hundred sixteen (116) inmates being housed for the U.S. Marshals Service at a cost of seventy dollars (\$70.00) per day.

7. Due to recent regulation changes made by the FCC concerning inmate phone calls, the Agreement with GTL for phone services requires an amendment. In brief, the cost per minute for an inmate phone call will be reduced. In order to offset that loss, GTL will be increasing the fees associated with using its kiosks, tablets, etc.

Statistical Report:

Report is attached.

September, 2021

Average Daily Population for September, 2021	360
Housing Revenue for September, 2021	\$155,610.00
Year to Date Revenue as of September, 2021	\$1,211,840.00

Food Service Report:

During the month of September, the Prison continued training labor crews on how to properly store food and other items used in the food industry such as cleaning materials. The first in/first out method of stock rotation and dating inventory was also discussed.

The Prison also continues to work with the Nutrition Group on making possible changes to the menu to help with food costs as well as looking for new vendors to replace U.S. Foods.

Medical Report:

Report is attached.

Training:

- 1. From September 27, 2021, through October 1, 2021, Officer Calvin Ates received forty (40) hours of training on Prison Kitchen Operations.**
- 2. From September 27, 2021, through October 1, 2021, Officer Dakota Fauver received forty (40) hours of training on Max Control and Floor Control Operations.**
- 3. On September 27, 2021, Officer Chelsea Gaida received thirty-two (32) hours of training on Max Control and Floor Control Operations.**
- 4. From September 27, 2021, through September 29, 2021, Officer Tylor Luther received twenty-four (24) hours of training on Prison Laundry Operations.**
- 5. From September 27, 2021, through September 29, 2021, Officer Alexander Nagle received twenty-four (24) hours of training on Prison Kitchen Operations.**
- 6. From September 29, 2021, to September 30, 2021, Officer Brad Rosemas received sixteen (16) hours of training on Prison Lobby Operations.**
- 7. From September 30, 2021, through October 1, 2021, Officer Shane Davis completed a two (2) day Aerosol Irritant Projector Instructor Certification (virtual course).**
- 8. Following a brief pause due to Covid-19 protocols, the Basic Training Cadet Academy resumed on September 7, 2021. The cadets completed on-the-job shadowing the following week and have since been placed into the normal work schedule.**
- 9. Normally, the Pennsylvania Department of Corrections Training Academy is utilized in order to provide staff with the extensive specialized training necessary to keep staff, and the Facility, proficient with up-to-date correctional practices. Unfortunately, the Department of Corrections has significantly decreased the amount of training available to County personnel, thus requiring Prison administration to seek out training through other entities. Additionally, the Department of Corrections provided training at no cost to County facilities. This is not the case, when training is provided through private entities. Hopefully, the Department of Corrections will return to its previous training schedule, when Covid-19 is no longer a factor. Until then, Prison administration will explore every avenue in order to keep staff properly trained.**
- 10. The Prison will be hosting a Corrections Operational Planning Course in November, 2021. This three (3) day course will provide a unique insight into operational planning procedures, utilized prior to correctional tactical operations. Students will be exposed to the planning process involved with the deployment of a correctional tactical team. Diagramming, intelligence, operational rehearsals, scouting, and the development of operations orders will be stressed during this module.**

Additionally, the Tactical Operations Center (TOC) and its critical components will be discussed to include procedures for establishing the TOC. The course is provided by C2 Tactical and is open to any correctional facility statewide.

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 District Attorney Neugebauer and passed unanimously.

Communications:

None received. The Warden sent a letter to Retired ATF Agent Timothy Gallo thanking him for the ammunition donation.

Old Business:

None.

New Business:

None.

Adjournment:

Motion was made by Commissioner Chernisky to adjourn the meeting.

Motion was seconded by Commissioner Hunt and passed unanimously.

Michael Gelles, IV, Chief Clerk