

PRISON BOARD MINUTES

May 10, 2023

Board Members Present:

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

Others Present:

Chris Smith, Warden
Craig Descavish, First Deputy Warden
George Rozum, Second Deputy Warden

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 Commissioner Smith to approve the Minutes of the Meeting held on April 12, 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 April 12, 2023:

Retirement Fund	\$32,903.06
Retirement Fund	\$27,098.83
UPMC Health Plan	\$87,776.30
UPMC Dental	(\$5.42)
UPMC Dental	\$119.24
Symetra Life Insurance	\$487.71
Allegheny Installation	\$18,675.00
CamTran	\$225.93
Phoenix Rehabilitation	\$525.00
Pro Disposal	\$753.50
Ricoh	\$209.00
Staples	\$249.69
United Energy	\$1,782.57
Wells Fargo	\$445.30
FNB Visa	\$374.67
Penelec	\$30,257.54
Summerhill Law Firm	\$200,000.00
Alex Nagle	\$65.50
Kimberly Peles	\$361.56
Total:	\$402,304.98

Invoice Status Report:

May 5, 2023, 82 Invoices Totaling	\$339,518.45
Canteen Fund Bills Paid after March, 2023, Meeting	\$5,685.32
Canteen Fund Bills to be Paid	\$40,756.98

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 Controller Cernic to convene an Executive Session at 10:35 a.m.

Motion was seconded by Commissioner Hunt and passed unanimously.

Motion was made by District Attorney Neugebauer to reconvene the Public Meeting at 10:46 a.m.

Motion was seconded by Commissioner Hunt and passed unanimously.

Personnel:

1. Tyler Kish, remove Full-Time Correctional Officer I, effective April 13, 2023.

2. Calvin Hartman, remove Full-Time Correctional Officer I, effective April 14, 2023.

3. David Belles, remove Full-Time Correctional Officer I, effective May 4, 2023.

4. Max Rager, remove Full-Time Correctional Officer I, effective May 18, 2023.

5. Brendan Appley, remove Full-Time Lieutenant, effective May 30, 2023.

6. Hire the following as Full-Time Correctional Officer I's, effective May 15, 2023.

**Michael Pribish
John Renninger
Kayla Grossen**

**Robert Stephens
Benjamin King
Lakesha Smith**

**Thomas Burgan
William Irvin
Zachary Bell**

7. Hire the following as Per-Diem Correctional Officer I's, effective May 15, 2023.

**Olivia Rager
Dustin Mikolic**

Emma Bier

Trentnn Piper

8. Trentnn Piper, transfer from Per-Diem Correctional Officer I to Full-Time Correctional Officer I, effective May 22, 2023.

9. Brandon Shaw, transfer from Full-Time Correctional Officer I to Full-Time Lieutenant, effective June 4, 2023.

10. Dustin Mikolic, transfer from Per-Diem Correctional Officer I to Full-Time Correctional Officer I, effective June 4, 2023.

NOTE: With the above new hires, this will be the first time that the Prison is fully staffed and have adequate per-diems in over 3 years.

Warden Smith reported:

1. Since last month, there have been no additional cases of Covid-19 at the Facility. All Covid-19 protocols remain in effect. With the 2 national emergency declarations dealing with the COVID-19 pandemic ending on May 11, 2023, this will be the last monthly Covid update moving forward.

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

a. Kronos Software – A follow-up meeting was held with Kronos, Human Resources, and 911, on April 14, 2023, to compile and review the data collected to build the software to the Prison's specifications.

b. Kitchen Hood Vents – As mentioned last month, hood vents needed professionally cleaned. On April 30, 2023, about 75% of them were completed, and the remainder are scheduled for May 14, 2023.

c. Heating System – McCarl's completed its bi-annual preventative maintenance on the entire system from April 4, 2023, through April 21, 2023.

d. Wall Repairs – Due to age, there were 2 areas on the exterior Prison walls that mortar joints on the top rows of the block had deteriorated, and the wall needed repaired. Due to these areas being above exterior recreation yards, it created both a security and a safety concern. Repairs were completed on May 4, 2023, and May 5, 2023.

3. As the Warden mentioned last month, the Prison began its MAT (Medically Assisted Treatment) Program for incarcerated individuals who are undergoing treatment for an opioid disorder prior to and during incarceration. The Warden has reviewed the Program with Fred Oliveros, Director of the Cambria County Drug & Alcohol Program, and the Facility will be able to receive reimbursement for the MAT medication and personnel costs, (at least for this fiscal year), for this Program through one of Drug & Alcohol's grant funding streams.

4. This week is National Corrections Employee Week. The Prison will be showing its appreciation to staff by serving special lunches each day and raffling off donated items to staff. Annual awards will also be presented this week. The Warden thanked Food Service Director, Jeff Callihan, for putting together the menu as well Deputy Rozum and Fiscal Specialist Tammy St. Clair for collecting the donated items.

Statistical Report:

Report is attached.

April, 2023

Average Daily Population for April, 2023	411
Housing Revenue for April, 2023	\$264,546.00
Year to Date Revenue as of April, 2023	\$683,776.00

Food Service Report:

During the month of April, the Prison continued preparing and serving meals for those who were taking part in the Ramadan fast, which ended on April 20, 2023. The Prison then prepared the Eid-al-Fitr Feast on April 21, 2023, for all that had participated in the fasting during Ramadan. A special meal was also prepared for Easter.

The Prison also continued training the inmate workforce on basic food service practices and the day-to-day duties.

Medical Report:

Attached.

Training:

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

1. Deputy Wardens Craig Descavish and George Rozum completed training on “Managing Today’s Workforce” and “Drug Addiction & Treatment” at the Spring Pennsylvania County Corrections Association Conference.
2. Counselor Mary McCoy completed the “All Things Internet” training at the Spring CCAPA Western Regional Training.
3. Officer Ashlee Mulraney completed 16 hours of training in Prison Kitchen Operations.
4. Counselor Megan Bursky and Lieutenant Kristen Glavach completed 40 hours of Crisis Intervention Team training.
5. Cambria County Prison Cadet Class #23-02 graduated and were added to the staffing roster. There are 6 new officers.

Recruitment: Director Jessica Greathouse manned a table at a co-recruiting event with Penn Highlands Community College held at Richland High School and also presented career information at the Penn Highlands Community College Job Fair.

Misconduct Report:

There was no information to report.

Miscellaneous:

There is no information to report.

Motion was made by District Attorney Neugebauer to approve the Warden’s Report.

Motion was seconded by Commissioner Hunt 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