

# PRISON BOARD MINUTES

November 13, 2024

**Board Members Present:**

Thomas C. Chernisky, Commissioner  
Linda Rovder Fleming, President Judge  
Scott W. Hunt, President Commissioner  
Gregory J. Neugebauer, District Attorney  
Keith Rager, Commissioner  
Don Robertson, Sheriff  
Kristine Segear, First Deputy Controller

**Others Present:**

Chris Smith, Warden  
Craig Descavish, First Deputy Warden  
George Rozum, Second Deputy Warden  
Alex M. Ashcom, Chief Clerk

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 Commissioner Hunt to approve the Minutes of the Meeting held on October 9, 2024.

Motion was seconded by District Attorney Neugebauer and passed unanimously.

**Public Comment:**

None.

**Presentation and Approval of Invoices:**

Kristine Segear presented the following bills and Invoice Status Report for approval:

**Prison bills paid after the Meeting held October 9, 2024:**

Retirement Fund	\$28,745.60
Retirement Fund	\$31,542.59
UPMC Health Plan	\$90,043.12
UPMC Dental	\$81.30
Symetra Life Insurance	\$516.16
First National Bank (Visa)	\$36.35
Penelec	\$23,509.86
Pro Disposal	\$776.11
Ricoh	\$209.00
United Energy	\$773.28
Wells Fargo	\$295.10
Wells Fargo	\$295.10
GC Pivotal	\$133.83
Peoples	\$878.18
PrimeCare	\$68,753.85
<b>Total:</b>	<b>\$246,589.43</b>

**Invoice Status Report:**

November 7, 2024, 79 Invoices Totaling	\$332,810.44
Canteen Fund Bills Paid after October, 2024, Meeting	\$4,245.03
Canteen Fund Bills to be Paid	\$40,235.73

Motion was made by District Attorney Neugebauer to approve the bills and the Invoice Status Report, as funds become available.

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 10:46 a.m.

Motion was seconded by District Attorney Neugebauer and passed unanimously.

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

Motion was seconded by Judge Fleming and passed unanimously.

**Personnel:**

1. **Kenneth Ramos, remove Full-Time Correctional Officer I, effective October 24, 2024.**
2. **Arthur Bucceri, remove Per-Diem Chaplain, effective October 30, 2024.**
3. **Wendy Ernest, hire Full-Time Fiscal Specialist, effective December 9, 2024.**

The Warden stated that the Facility is currently short staffed by four (4) Full-Time Correctional Officers and one (1) Per-Diem Chaplain.

**Warden Smith reported:**

1. **MAJOR MAINTENANCE/FACILITIES UPDATES:**
  - a. **Kronos Time Keeping Software** – The software is still in the testing phase.
  - b. **Disciplinary, Quarantine, and Juvenile Housing Units** – During the first half of October, the three (3) units were thoroughly cleaned and entirely repainted by the Prison's Maintenance Department. These units have not been repainted for a few years.
  - c. **Prison Entry Door** – In an effort to further increase the security measures of entering the Facility, and the safety of staff, a "pass-through" door has been ordered for the Prison's front door. This will allow the lobby officer to access individuals in the vestibule without opening the actual entry door. This measure is being put in place due to two (2) incidents where citizens entered the lobby while armed. The pass-through door will allow the officer to issue a firearm lockbox key to the individual to secure the weapon prior to entering the building. The pass-through door is being custom made and will be installed by the Prison's Maintenance Department.
2. **The annual radiation audit of the body scanner and dental x-ray machines was completed on October 7, 2024. The auditor found no deficiencies with the machines, policies, or procedures.**
3. **With the expansion of the MAT Program, the Prison has repurposed the multipurpose rooms in each housing unit into 'medical rooms' to use for dispensing MAT as well as for other medical purposes. Each room was emptied, repainted, had network cable installed, and outfitted with ten (10)**

chairs. Using these rooms has significantly increased the efficiency and security of the MAT Program and the medical department as a whole. These new 'medical rooms' allow medical personnel to go directly into a unit to see and treat multiple inmates without having to transfer those inmates to the medical department. Also, with the expansion of the Program, the Prison has begun having weekly Interdisciplinary Team Meetings to review and discuss all inmates in the Program, those requesting induction, procedures for follow up, and continuation of care upon release. The meetings are comprised of Prison Administration, Medical Administration, the MAT nurse, the Drug & Alcohol Counselor, and a Corrections Counselor.

4. Due to an incident at the Facility, the Prison had to cancel the meeting and Facility tour with Tom Davis, the Acting Director of the Cambria County Emergency Management Agency. The Prison is currently working to get another date that works for everyone sometime this month.

5. The Facility is hosting a Trauma Informed Training, through the Pennsylvania County Prison Warden's Association, on November 19, 2024. The Prison is anticipating up to thirty (30) individuals from the central part of the state to attend. In return for hosting the event, the Prison will have several staff participate in the training.

6. On October 11, 2024, Prison Administration, along with the Director of Recruitment, participated in a statewide lunch and learn program that focused on the current staffing emergency in corrections nationwide. This program was presented by the Keystone Restituere Center and hosted by former Pennsylvania Secretary of Corrections John Wetzel.

***Statistical Report:***

Report is attached.

**October, 2024**

Average Daily Population for October, 2024	361
Housing Revenue for October, 2024	\$198,306.00
Year to Date Revenue as of October, 2024	\$2,142,195.00

***Food Service Report:***

During the month of October, the Prison worked with inmate labor on preparing and cooking food items and the four (4) proper methods to thaw frozen items, i.e., refrigerator, running water, microwave, and cooking, as well as the proper minimum internal cooking temperatures.

Food Service Director Callihan also continued working with the Nutrition Group on ways to try to help with rising food costs and shortages. A new menu was finalized, which will begin in November.

**Medical Report:**

Attached.

**Training:**

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

1. Basic Training Academy No. 24-03 began on October 14, 2024, and there were five (5) Cambria County Cadets in the class.

2. **Three (3) staff members completed in-person one-day annual training (100% complete).**
3. **Officers Erin Turek and Lauren Ecklund completed forty (40) hours of CIT Training.**
4. **Director Jessica Greathouse completed the following: Two-day Critical Incident Stress Management training at the DOC Academy, Hostage Negotiations Team Training, CCAP Excellent Supervisor Seminar, and training with the outgoing Prison Chaplain.**
5. **Officer Richard Corson completed thirty-two (32) hours of training in Floor and Central Control Operations, eight (8) hours of training in Prison Mail Operations, eight (8) hours of training in Property Operations, sixteen (16) hours of training in Prison Kitchen Operations, sixteen (16) hours of training in Intake Operations, and eight (8) hours of training in Prison Visits Operations.**
6. **Officer Jordan Ford completed fifty-six (56) hours of training in Floor and Central Control Operations and twenty-four (24) hours of training in Prison Kitchen Operations.**
7. **Officer Jared McCready completed eight (8) hours of training in Prison Visit Operations, sixteen (16) hours of training in Central Control Operations, sixteen (16) hours of training in Intake and Property Operations, eight (8) hours of training in Prison Mail Operations, and twenty-four (24) hours of training in Floor and Maximum Control Operations.**
8. **Officer Hunter Renney completed twenty-four (24) hours of training in Prison Kitchen Operations.**
9. **Officer Joseph Coyle completed eight (8) hours of training in Prison Laundry Operations and twenty (24) hours of training in Property and Intake Operations.**
10. **Officer Brayden Bobby completed twenty-four (24) hours of training in Floor and Central Control Operations.**
11. **Officer Vincenzo Scott completed eight (8) hours of training in Central Control Operations.**
12. **Officer Bradley Dugan completed forty (40) hours of training in Prison Records Operations.**
13. **Officer Alexander Short completed twenty-four (24) hours of training in Prison Kitchen Operations and eight (8) hours of training in Prison Laundry Operations.**
14. **Officer Tanya Deyarmin completed sixteen (16) hours of training in Floor Control Operations.**

**Misconduct Report:**

**There was no information to report.**

**Miscellaneous:**

**None.**

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

**Motion was seconded by Commissioner Rager and passed unanimously.**

**Adjournment:**

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

**Motion was seconded by Commissioner Rager and passed unanimously.**

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**Alex M. Ashcom, Chief Clerk**