

## PRISON BOARD MEETING

**October 27, 2014, 10:00 AM**  
**Commissioners Hearing Room, Courthouse**  
**Carlisle, PA**

**Present:** Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Al Whitcomb, Controller; Ron Anderson, Sheriff; Dave Freed, District Attorney; Earl Reitz, Warden; Mike Carey, Deputy Warden – Treatment; Jeff Ilgenfritz, Deputy Warden – Security; Janet Scott, Deputy Warden – Operations and Lou Sheaffer, Trinity Lutheran Church, Camp Hill.

**Call to Order:** Chairman Whitcomb called the meeting to order.

**Public Comment:** Chairman Whitcomb asked if there was any public comment. Lou Sheaffer, a member of the Trinity Lutheran Church in Camp Hill explained their Prison Ministries Outreach Program, currently being conducted at the Dauphin County Prison. He explained some components of the program:

- Conduct a church service at the Facility 4 times per year.
- They work with individuals sentenced to work release programs and halfway houses.
- Once a year they coordinate a community breakfast with a speaker for individuals permitted to attend from these work release programs and halfway houses.

Mr. Sheaffer asked that consideration be given to providing a similar service at the Cumberland County Prison. Mike Carey, Deputy Warden – Treatment, took Mr. Sheaffer's information, and provided him with the information for our Prison's Chaplain, Hugh Foshee.

**Approval of Minutes:** Sheriff Anderson moved to approve the Minutes of the September 29, 2014 meeting. Commissioner Cross seconded the motion and it unanimously carried.

**Commissary Report:** District Attorney Freed moved to accept the Commissary Report (see attached). Sheriff Anderson seconded the motion and it unanimously carried.

**Expenditure Sheets:** Commissioner Cross moved to accept the Prison Expenditure Sheets and Central Booking Expenditure Sheets for September 2014 (see attached). District Attorney Freed seconded the motion and it unanimously carried.

Warden Reitz presented his report (see attached) stating that the average daily Prison population for the month of September was 431, with 420 being in-house. The current population is 429, with 422 being in-house. There are currently 336 male and 93 female inmates. The lowest inmate count in September was 419, with 405 being in-house, and the highest count was 443, with 435 being in-house. There were 40 inmates enrolled in the Work Release Program and 9 inmates were removed from the Program for disciplinary reasons. There were 11 inmates enrolled in the Inmate Worker Program, 11 inmates enrolled in the Outmate Trusty Program and 10 inmates enrolled in the Community Work Crew. The Community Work Crew projects for September were Mt. Holly Springs Borough and the Cumberland County Historical Society. There were 96 inmates screened for treatment plans with 2 refusals. There were 4 Extraordinary Occurrences to report for September, 3 were use of force and 1 work release inmate walk away. Warden Reitz reported they are currently holding 14 females for Perry County and

one male for the Federal Bureau of Prisons. Deputy Warden Carey stated that the RFP's for the Prison's Drug and Alcohol Treatment Services have been reviewed. Commissioner Eichelberger made a motion to accept the Warden's Report. Sheriff Anderson seconded the motion and it unanimously carried.

Warden Reitz reported that Roxbury Treatment Center is the potential agency of choice to be awarded the treatments services proposal.

Warden Reitz gave an update on the remaining issues with the Prison Expansion/Renovation Project. Crabtree, Rohrbaugh and Associates are waiting for KTA to provide test results taken from the problem areas.

District Attorney Freed made mention that he had spoken to an Administrator from the York County District Attorney's Office and commended the Prison for their involvement with assisting York County.

Commissioner Eichelberger made a motion to go in to Executive Session at 10:20 AM. District Attorney Freed seconded the motion and it unanimously carried.

Commissioner Cross made a motion to promote Theodore Keppley to Sergeant effective November 16, 2014. Sheriff Anderson seconded the motion and it unanimously carried.

District Attorney Freed made a motion to hire dawn Coy as a full time Records Officer effective November 10, 2014. Commissioner Cross seconded the motion and it unanimously carried.

Sheriff Anderson made a motion to authorize a promotion to fill a vacant Corporal position and to authorize advertising to fill 2 vacant full-time Corrections Officer positions. Commissioner Cross seconded the motion and it unanimously carried.

Respectfully submitted,

Jennifer Crum  
Administrative Assistant