

PRISON BOARD MEETING

December 22, 2014, 10:00 AM
Cumberland County Prison
Carlisle, PA

Present: Commissioners Barbara Cross and Jim Hertzler; Al Whitcomb, Controller; Ron Anderson, Sheriff; Earl Reitz, Warden; Mike Carey, Deputy Warden – Treatment; Jeff Ilgenfritz, Deputy Warden – Security; Janet Scott, Deputy Warden - Operations.

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

Public Comment: Chairman Whitcomb asked if there was any public comment. There was none.

Approval of Minutes: Commissioner Cross moved to approve the Minutes of the November 17, 2014 meeting. Commissioner Hertzler seconded the motion and it unanimously carried.

Commissary Report: Sheriff Anderson moved to accept the Commissary Report (see attached). Commissioner Cross seconded the motion and it unanimously carried.

Expenditure Sheets: Commissioner Cross moved to accept the Prison Expenditure Sheets and Central Booking Expenditure Sheets for November 2014 (see attached). Sheriff Anderson 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 November was 416, with 407 being in-house. The current population is 387, with 377 being in-house. There are currently 309 male and 78 female inmates. The lowest inmate count in November was 404 and the highest count was 427. There were 50 inmates enrolled in the Work Release Program and 6 inmates were removed from the Program for disciplinary reasons. There were 15 inmates enrolled in the Inmate Worker Program, 8 inmates enrolled in the Outmate Trusty Program and 9 inmates enrolled in the Community Work Crew. The Community Work Crew projects for November were Mt. Holly Springs Borough, Cumberland County Historical Society, Carlisle Borough, South Middleton Twp., Bureau of Elections, and Downtown Carlisle Association. There were 4 Extraordinary Occurrences to report for November. Two commitments to Mental Health Facilities and two were attempted suicide. Warden Reitz reported they are currently holding 16 females for Perry County, two males for the United States Marshall Service and one male for the Federal Bureau of Prisons. Commissioner Cross made a motion to accept the Warden's Report. Sheriff Anderson seconded the motion and it unanimously carried.

Warden Reitz gave an update on the issues with the Prison Expansion/Renovation Project. Crabtree, Rohrbaugh and Associates have provided a Scope of Work (see attached pg 34) for the shower repairs and all the painting from Phase II. Work will begin in January of 2015. Commissioner Cross asked if we were qualified to do the inspection. Warden Reitz stated the work will be inspected by KTA with two weeks to test the new product.

Sheriff Anderson made a motion to go in to Executive Session at 10:20 AM. Commissioner Cross seconded the motion and it unanimously carried.

Sheriff Anderson made a motion to reconvened from Executive Session at 10:29 a.m. Commissioner Cross seconded the motion and it unanimously carried.

Controller Whitcomb mentioned two Corrections Officers positions, one male and one female that will become vacant due to retirements.

Commissioner Cross made a motion to approve to fill vacant positions and hire four new Corrections Officers, John Farrell , Aaron Harner, Bohdan Chang and Kahilil Bunle, effective January 12, 2015. Sheriff Anderson seconded the motion and it unanimously carried.

Sheriff Anderson made a motion to approve Michelle Cekovic from part-time Corrections Officer to a full-time Corrections Officer, effective January 11, 2015. Commissioner Cross seconded the motion and it unanimously carried.

Sheriff Anderson made a motion to approve the voluntary demotion of Davin Alleman from Corporal to a Corrections Officer, effective January 11, 2015. Commissioner Cross seconded the motion and it unanimously carried.

Commissioner Hertzler made a motion to authorize filling positions for a Corporal, part-time Corrections Officer , full-time Records Officer, and a part-time Records Officer. Commissioner Cross seconded the motion and it unanimously carried.

Commissioner Cross made a motion to approve the hire of a Mental Health Case Manager. Sheriff Anderson seconded the motion and it unanimously carried.

Respectfully submitted,

Jennifer Crum
Administrative Assistant