

PRISON BOARD MEETING

August 17, 2015, 10:00 AM
Cumberland County Courthouse
Carlisle, PA

Present: Commissioners Jim Hertzler and Gary Eichelberger; Bob Dagrosa, Controller; Ron Anderson, Sheriff; Earl Reitz, Warden; Dave Freed, District Attorney; Christylee Peck, Judge; Jeff Ilgenfritz, Deputy Warden – Security; Mike Carey, Deputy Warden – Treatment; Jennifer Hipp, Assistant Solicitor.

Call to Order: Sheriff Anderson called the meeting to order.

Public Comment: Sheriff Anderson asked if there was any public comment. There was none.

Approval of Minutes: Judge Peck moved to approve the Minutes of the July 27, 2015 meeting. Sheriff Anderson seconded the motion and it unanimously carried.

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

Prison Expenditures: Commissioner Hertzler moved to accept the Prison Expenditure Sheets and Central Booking Expenditure Sheets for July 2015 (see attached). District Attorney Freed seconded the motion and it unanimously carried.

Central Processing Expenditures: District Attorney Freed moved to accept the Central Processing Expenditures for July 2015 (see attached). Commissioner Hertzler seconded the motion and it unanimously carried.

Warden's Report: Warden Reitz presented his report (see attached) stating that the average daily Prison population for the month of July was 420, with 414 being in-house. The current population is 385, with 376 being in-house. There are currently 316 males and 69 females. There were 44 inmates enrolled in the Work Release Program and eight inmates were removed from the Program for disciplinary reasons. There were 26 inmates enrolled in the Inmate Worker Program, 23 inmates enrolled in the Outmate Trusty Program and one inmate enrolled in the Community Work Crew. The Community Work Crew projects for July were the Cumberland County Historical Society and the Cumberland County Archives Department. There were 5 extraordinary occurrences to report for the month with 5 uses of force. Warden Reitz reported they are currently holding 8 females for Perry County and 4 males for the Federal Bureau of Prisons. Judge Peck asked about the service for the drug and alcohol treatment since the change in vendors. Warden Reitz and Mike Carey, Deputy Warden of Treatment both stated the service has improved. Judge Peck made a motion to accept the Warden's Report. District Attorney Freed seconded the motion and it unanimously carried.

PA Department of Corrections Inspection on May 20, 2015 – No Deficiencies Noted:

Warden Reitz updated the Board stated that a letter was received from the Pennsylvania Department of Corrections regarding the inspection (see attached) and the Prison is 100% compliant with their operating standards.

Other Business:

Exercise Simulation: The Prison is working with the County's Special Response Team to conduct a training exercise in mid-September to simulate an example of what happened in Adams County. Departments conducting the simulation include Public Safety, Middlesex Township, and Jail.

Portable Radios: The Prison needs to upgrade/replace its fleet of portable radios. The Harris Corporation will discontinue repair and support of current portable radio fleet as of February 2018. The Warden asked the Board to consider authorizing the replacement costs to come from the commissary account. Half of the fleet would be replaced in 2015, the second half would be replaced in 2016. The Prison uses 32 portable radios and one mobile radio unit. There are available funds and this would not impact the general fund. Commissioner Hertzler questioned what will happen to the old radios and if the purchase could be split up in smaller expenses. Warden Reitz stated that a notice was sent to them from Public safety regarding Harris's timeline of user support. District Attorney Freed made a motion to support the use of commissary funds for the purchase. Judge Peck seconded the motion and it unanimously carried.

Executive Session: Commissioner Eichelberger made a motion to go in to Executive Session at 10:25 AM. Commissioner Hertzler seconded the motion and it unanimously carried.

Commissioner Hertzler made a motion to approve the hiring of Stephanie Kelley as a per diem Public Health Technician (Central Booking phlebotomist), effective August 24, 2015. Commissioner Eichelberger seconded the motion and it unanimously carried.

Adjourn: The meeting adjourned at 10:35.

Respectfully submitted,

Jennifer Crum
Administrative Specialist