

PRISON BOARD MEETING

June 28, 2016, 10:00 AM
Cumberland County Prison
Carlisle, PA

Present: Commissioners Vince DiFilippo and Gary Eichelberger; Deputy Sheriff, Jody Smith; Dave Freed, District Attorney; Al Whitcomb, Controller; Earl Reitz, Warden; Jeff Ilgenfritz, Deputy Warden – Security; Mike Carey, Deputy Warden - Treatment; Janet Scott, Deputy Warden - Operations; Jennifer Hipp, Assistant Solicitor.

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

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

Approval of Minutes: Commissioner Eichelberger moved to approve the Minutes of the May 16, 2016 meeting. Commissioner DiFilippo seconded the motion and it unanimously carried.

Commissary Report: District Attorney Freed moved to accept the May 2016 Commissary Report. Commissioner DiFilippo seconded the motion and it unanimously carried.

Prison/Central Processing Expenditures: District Attorney Freed moved to accept the May 2016 Prison Expenditures. Commissioner Eichelberger seconded the motion and it unanimously carried.

Warden's Report: Warden Reitz presented the May report (see attached) stating that the average daily Prison population for the month of May was 390 with 385 being in house. The current population is 420 with 412 being in-house. There are currently 337 males and 83 females.

Warden Reitz explained the Act 81 Rated Capacity formula developed by the PA Department of Corrections for County Prisons to accept prisoners sentenced to a state sentence to be done in a County Facility. CCP has a rated capacity of 438 with 4 housing units not in use, a rated capacity of 515 with all housing units operational. If the inmate average daily population is in excess of either of those two numbers, allowing a state sentenced person to serve that time in the County Prison is not allowed. If the inmate average daily population is below either of those numbers, allowing a person to serve a state sentence in a County Prison is allowed providing both the District Attorney and sentencing Judge agree. The Prison prefers this practice not occur and the District Attorney concurred. There was a solicitation made recently by the Public Defender's Office to have a client serve a state sentence at CCP.

There were 24 inmates enrolled in the Work Release Program. Four inmates were removed from the Program for disciplinary reasons. There were 17 inmates enrolled in the Inmate Worker Program, 18 inmates enrolled in the Outmate Trusty Program and 0 inmates enrolled in the Community Work Crew. The Community Work Crew projects for May were Penn Township, Mt. Holly Springs Borough, and The Historical Society. To date 8 inmates received their GED's. There were 15 extraordinary occurrences to report for the month; 10 were from the same inmate. The number of Risk Assessments completed during May is 45. 7 inmates were enrolled in the earned time program with four releases and there were two removed for non-compliance. They are currently holding 16 females for Perry County and 5 males for the Federal Bureau of Prison. District Attorney Freed made a motion to accept the Warden's Report. Commissioner Eichelberger seconded the motion and it unanimously carried.

Inmate Telephone System/Upgrade of Prison's Offender Management System:

GTL is the vendor for both the inmate telephone system and the Prison's Offender Management System. We are in the process of upgrading the Offender Management System, and GTL has

offered to replace the County's Oracle server with a SQL server. This is a desirable replacement because the Prison has the only remaining Oracle server in the County, all others are SQL. This replacement would be at no cost to the County. Controller Whitcomb asked that the Board approve the upgrade and forward to the Commissioners for their consideration. District Attorney Freed made a motion to accept the upgrade at no cost to the County. Deputy Sheriff Smith seconded the motion and it unanimously carried.

Other Business: Warden Reitz updated the Board regarding an issue with Bucks County Corrections being sued for violating the Criminal Histories Records Act as it relates to releasing inmate information to the public. Our policy and procedures were reviewed internally and any information released complies with the Act. The Prison maintains a current inmate listing on the web site, names only, participates with victim notifications as required by law through PA SAVIN and releases public information with regard to inmates and criminal charges to the news media.

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

District Attorney Freed made a motion to reconvene at 10:32 a.m., Commissioner Eichelberger seconded the motion and it unanimously carried.

District Attorney Freed made a motion to hire two full-time Corrections Officers, Joseph Schroeder and Matthew Yohn, effective July 11, 2016. Commissioner DiFilippo seconded the motion and it unanimously carried.

Commissioner Eichelberger made a motion to transfer Tanya Adams from a full-time Records Officer to part-time, effective July 11, 2016. Commissioner DiFilippo seconded the motion and it unanimously carried.

District Attorney Freed made a motion to transfer Lenelle Delancey from a part-time Records Officer to full-time, effective July 11, 2016. Commissioner Eichelberger seconded the motion and it unanimously carried.

Commissioner DiFilippo made a motion to authorized hiring one full-time Corrections Officer. District Attorney Freed seconded the motion and it unanimously carried.

Adjourn: There being no further business to come before the board, the meeting adjourned at 10:35 a.m.

Respectfully submitted,

Jennifer Crum
Administrative Specialist