

## PRISON BOARD MEETING

January 22, 2019 10:00 AM  
Cumberland County Courthouse  
Carlisle, PA

**Present:** Al Whitcomb, Controller; Commissioner DiFilippo, Commissioner Eichelberger, Matthew Smith, District Attorney's Office; Ron Anderson, Sheriff; Earl Reitz, Warden; Travis Shenk, Warden/Deputy Warden – Security; Jennifer Hipp, Assistant Solicitor; Sandy Moyle, Chief Clerk; Senator Mike Regan.

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

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

**Employee Recognition – Warden Earl Reitz:** Senator Michael Regan presented Earl with a Citation for his 42 years of service. Senator Regan mentioned there 30 year history of working together.

**Approval of Minutes:** Commissioner DiFilippo made a motion to approve the Minutes of the December 17, 2018. Sheriff Anderson seconded the motion and it unanimously carried.

**Commissary Report:** Commissioner Eichelberger made a motion to accept the December 2018 Commissary Report. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Prison Expenditures/Central Processing Expenditures:** Sheriff Anderson made a motion to accept the December 2018 Prison Expenditures. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Warden's Report:** Warden Reitz presented the December report (see attached):

Population Report:

- Average daily Prison population for the month of December was 350 with 339 being in house.
- Current population is 365 with 357 being in-house.
- There are currently 288 males and 69 females.

Work Release Report:

- 18 inmates were enrolled in the Work Release Program.
- 9 inmates were removed from the Program for disciplinary reasons.

Trustee Report:

- 34 Inmates were enrolled in the Inmate Worker Program.
- 15 Inmates were enrolled in the Outmate Trusty Program.
- Work Crew Projects for December were the Electronics Recycling Center, Salvation Army, and Mt. Holly Springs Borough.

Earned Time Report:

- 10 inmates screened and placed, and 1 removed for non-compliance with their agreements. 5 releases.
- 173 bed days saved.

Treatment Plan Report:

- 106 inmates were screened and placed on treatment programs.

Inmate Education Report:

- 1 male and 0 female received their GED in December.

Risk Assessment Report:

- There were 52 Risk Assessments completed in the month of December.

Extraordinary Occurrences Report:

- There were 3 extraordinary occurrences. 1 304 commitment to Torrance State Hospital.
- 2 uses of force.

Holdings for other Jurisdictions:

- They are currently holding 10 females and 2 male for Perry County, 3 males for the US Marshal Service.

Commissioner DiFilippo made a motion to accept the Warden's Report. Commissioner Eichelberger seconded the motion and the motion unanimously carried.

Warden Sherk mentioned a letter from the U.S. Department of Justice explaining the work stoppage and funds are not being processed; however, payment will commence once they are working again.

The 2019 Prison goals had been provided for review. Sheriff Anderson made a motion to approve the 2019 goals. Commissioner DiFilippo seconded the motion and the motion carried.

**Executive Session to Discuss Security and Personnel Issues:**

Commissioner DiFilippo made a motion to go into executive session at 10:13 a.m. Sheriff Anderson seconded the motion and the motion unanimously carried.

The meeting reconvened at 10:17 a.m.

Commissioner DiFilippo made a motion to authorize filling a vacant position. Sheriff Anderson seconded the motion and it unanimously carried.

**Other Business:** None

**Adjourn:** There being no further business to come before the Board the meeting adjourned.

The next Prison Board Meeting is scheduled for Tuesday, February 19, 2019 10:00 AM, in the Commissioners Hearing Room.

Respectfully submitted,

Jennifer Crum  
Administrative Specialist