

## PRISON BOARD MEETING

February 19, 2019 10:00 AM  
Cumberland County Courthouse  
Carlisle, PA

**Present:** Commissioner DiFilippo, Commissioner Hertzler, Commissioner Eichelberger, Matthew Smith, District Attorney's Office; Jody Smith, Chief Deputy; Christylee Peck, Judge; Travis Shenk, Warden; Mike Eickhoff – Deputy Warden - Security; Rebekah Finkey – Deputy Warden - Treatment; Jennifer Hipp, Assistant Solicitor; Sandy Moyle, Chief Clerk; Florence Ford, Deputy Chief Clerk.

**Call to Order:** Chief Deputy Jody Smith called the meeting to order.

**Public Comment:** Chief Deputy Jody Smith asked if there was any public comment. There was none.

**Approval of Minutes:** Judge Peck made a motion to approve the Minutes of the January 22, 2019. Matthew Smith seconded the motion and it unanimously carried.

**Commissary Report:** Commissioner Hertzler made a motion to accept the January 2019 Commissary Report. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Prison Expenditures:** Commissioner Eichelberger made a motion to accept the January 2019 Prison Expenditures. Judge Peck seconded the motion and it unanimously carried.

**Central Processing Expenditures:** Commissioner DiFilippo made a motion to accept the January 2019 Central Processing Expenditures. Matthew Smith seconded the motion and the motion unanimously carried.

**Warden's Report:** Warden Shenk presented the January report (see attached):

Population Report:

- Average daily Prison population for the month of January was 362 with 353 being in house.
- Current population is 386 with 373 being in-house.
- There are currently 307 males and 66 females.

Work Release Report:

- 36 inmates were enrolled in the Work Release Program.
- 14 inmates were removed from the Program for disciplinary reasons.

Trustee Report:

- 33 Inmates were enrolled in the Inmate Worker Program.
- 2 Inmates were enrolled in the Outmate Trusty Program.
- Work Crew Projects for January were the Electronics Recycling Center, Salvation Army, Mt. Holly Springs Borough, and rabbittransit.

Earned Time Report:

- 13 inmates screened and placed, and 3 removed for non-compliance with their agreements. 8 releases.
- 225 bed days saved.

Treatment Plan Report:

- 126 inmates were screened and placed on treatment programs.

Inmate Education Report:

- 1 female received their GED in January.

Risk Assessment Report:

- There were 64 Risk Assessments completed in the month of January.

Extraordinary Occurrences Report:

- There were 1 extraordinary occurrence.
- 1 use of force.

Holdings for other Jurisdictions:

- They are currently holding 7 females and 2 male for Perry County, 3 males for the US Marshal Service.

**Deputy Warden Treatment – Update:**

Rebekah Finkey updated on Mr. Renzo who is autistic. An interview will take place Thursday. Annie Strite from MH/IDD interviewed Mr. Renzo.

The Vivitrol Grant expired in April of 2018. Drug & Alcohol program has been funding it since then. PCCD will administer the DOC funds. There is a conference call this week with PCCD staff to discuss funding available.

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

Commissioner Eichelberger made a motion to go into executive session at 10:13 a.m. Judge Peck seconded the motion and the motion unanimously carried.

The meeting reconvened at 10:19 a.m.

Judge Peck made a motion to promote Mike Eickhoff to Deputy Warden - Security position. Matthew Smith seconded the motion and it unanimously carried.

Judge Peck made a motion to hire a Corrections Officer to fill a vacant position. Matthew Smith seconded the motion and the motion unanimously carried.

**Other Business:** None

**Adjourn:** There being no further business to come before the Board, Judge Peck made a motion to adjourn. Matthew Smith seconded the motion and the motion unanimously carried.

The next Prison Board Meeting is scheduled for Monday, March 18, 2019 10:00 AM, in the Warden's Conference Room.

Respectfully submitted,

Jennifer Crum  
Administrative Specialist