

PRISON BOARD MEETING

March 16, 2020 10:00 AM
Commissioners Hearing Room
Carlisle, PA

Present: Commissioner Eichelberger, Commissioner Foschi, Commissioner DiFilippo; Al Whitcomb, Controller; Ron Anderson, Sheriff; Skip Ebert, District Attorney; Judge Jessica Brewbaker; Travis Shenk – Warden; Mike Eickhoff – Deputy Warden – Security; Rebekah Finkey – Deputy Warden – Treatment; Jennifer Hipp, Assistant Solicitor; Sandy Moyle, Chief Clerk; Stacy M. Snyder, Deputy Chief Clerk.

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 Foschi made a motion to approve the Minutes of February 18, 2020. Commissioner DiFilippo seconded the motion and it unanimously carried.

Commissary Report: District Attorney Ebert made a motion to accept the February 2020 Commissary Report. Commissioner Foschi seconded the motion and it unanimously carried.

Prison/Central Processing Expenditures: Sheriff Anderson made a motion to approve the February 2020 Prison Expenditures. Commissioner Foschi seconded the motion and it unanimously carried.

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

Population Report:

- Average daily Prison population for the month of February was 389 with 373 being in house.
- Current population is 416 with 406 being in-house.
- There are currently 343 males and 63 females.

Work Release Report:

- 15 inmates were enrolled in the Work Release Program.
- 4 inmates were removed from the Program for disciplinary reasons.

Trustee Report:

- 19 Inmates were enrolled in the Inmate Worker Program.
 - 2 Inmates were enrolled in the Outmate Trusty Program.
- Work Crew Projects for February were the Electronics Recycling Center, Mt. Holly Springs Borough, Historical Society – Two Mile House.

Earned Time Report:

- 5 inmates screened and placed, and 2 removed for non-compliance with their agreements. 7 releases.
- 175 bed days saved.

Treatment Plan Report:

- 115 inmates were screened and placed on treatment programs.

Inmate Education Report:

- 4 inmates received their GED in February. 1 male, 3 Female.

Risk Assessment Report:

- There were 72 Risk Assessments completed in the month of February.

Extraordinary Occurrences Report:

- There were 5 extraordinary occurrences.
- 5 were uses of force with no injuries to staff.

Holdings for other Jurisdictions:

- They are currently holding 8 females and 0 male for Perry County, 7 males for the US Marshal Service, and 0 for the Federal Bureau Prisons.

Discussion ensued.

Commissioner Eichelberger made a motion to approve the Warden's Report. Commissioner Foschi seconded the motion and the motion carried.

Executive Session to Discuss Security and Personnel Issues:

Commissioner Foschi made a motion to go into executive session at 10:08 a.m. Commissioner DiFilippo seconded the motion and the motion unanimously carried.

The meeting reconvened at 10:10 a.m.

Commissioner Foschi made a motion to hire Andrew Myers as a Correctional Officer, effective March 3, 2020. Commissioner DiFilippo seconded the motion and the motion carried.

Commissioner Foschi made a motion to hire Jessica Hathaway as a D&A Case Manager. Commissioner Eichelberger seconded the motion and the motion carried.

Commissioner Foschi made a motion for permission to post the Public Health Technician (Phlebotomist) position. Commissioner DiFilippo seconded the motion and the motion carried.

Adjourn: There being no further business to come before the Board the meeting adjourned at 10:17 a.m.

The next Prison Board Meeting is scheduled for Monday, April 20, 2020 10:00 AM, in the Commissioners Hearing Room.

Respectfully submitted,

Jennifer Crum
Administrative Specialist