



# MINUTES

## Cumberland County Prison Board Meeting

November 16, 2020 – 10:00 A.M.  
Commissioners' Hearing Room  
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: [www.ccpa.net](http://www.ccpa.net)

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**Present:** Commissioner Jean Foschi; Skip Ebert, District Attorney; Stacy M. Snyder, Acting Chief Clerk.

**Present via Zoom:** Al Whitcomb, Controller; Commissioner Gary Eichelberger; Commissioner Vincent T. DiFilippo; Judge Jessica Brewbaker; Ronald Anderson, Sheriff; Travis Shenk, Warden; Mike Eickhoff, Deputy Warden – Security; Rebekah Finkey, Deputy Warden – Treatment; Jennifer Hipp, Assistant Solicitor.

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

**Public Comment:** None

**Approval of Minutes:** Commissioner Foschi made a motion to approve the Minutes of October 19, 2020. District Attorney Ebert seconded the motion and the motion carried.

**Commissary Report:** District Attorney Ebert made a motion to accept the October 2020 Commissary Report. Commissioner DiFilippo seconded the motion and the motion carried.

**Prison/Central Processing Expenditures:** Commissioner DiFilippo made a motion to approve the October 2020 Prison Expenditures. Commissioner Eichelberger seconded the motion and the motion carried.

**Warden's Report:** Warden Shenk presented the October report:

Population Report:

- Average daily Prison population for the month of October was 254 with 243 being in house.
- Current population is 254 with 243 being in-house.
- There are currently 207 males and 36 females.

Work Release Report:

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

Trustee Report:

- 15 Inmates were enrolled in the Inmate Worker Program.
  - 0 Inmates were enrolled in the Outmate Trusty Program.
- There were no Work Crew Projects for the month of October.

Earned Time Report:

- 8 inmates were screened and placed, 0 removed for non-compliance with their agreements, and 8 releases.
- 280 bed days saved.

Treatment Plan Report:

- 50 inmates were screened and placed on treatment programs.

Inmate Education Report:

- 2 inmates received their GED in October, 1 male and 1 female.

Risk Assessment Report:

- There were 23 Risk Assessments completed in the month of October.

Extraordinary Occurrences Report:

- There was 1 extraordinary occurrence with 1 use of force with no injuries to inmates or staff.

Holdings for other Jurisdictions:

- They are currently holding 1 male and 10 females for Perry County Prison, 4 males for the US Marshal Service, and 0 for the Federal Bureau Prisons.

Warden Sherk mentioned the Prison once again received a Certificate of Accreditation for its compliance with the National Commission on Correctional Health Care.

Judge Brewbaker made a motion to approve the Warden's Report. Commissioner Eichelberger 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 10:06 a.m. District Attorney Ebert seconded the motion and the motion carried.

The meeting reconvened at 10:09 a.m.

Judge Brewbaker made a motion to hire three Corrections Officers, Haley Sheridan, Alexis Leedy, and Ashley Line, effective December 7, 2020. Commissioner Eichelberger seconded the motion and the motion carried.

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

The next Prison Board Meeting is scheduled for Monday, December 21, 2020 10:00 a.m., in the Commissioners Hearing Room.

Respectfully submitted,

Jennifer Crum  
Administrative Specialist