



# MINUTES

## Cumberland County Prison Board Meeting

January 18, 2022 at 10:00 a.m.  
Cumberland County Commissioners Office  
Carlisle, PA

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

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**Present:** Commissioner Jean Foschi, Commissioner Vince DiFilippo, Al Whitcomb, Controller; Michele Sibert, District Attorney's Office, Jody Smith, Sheriff.

**Present via Zoom:** Commissioner Gary Eichelberger, Jen Hipp, Assistant Solicitor; Jessica Flachmann, IMTO.

**Staff Present:** Stacy Snyder, Chief Clerk; Tamie Hershey, Deputy Chief Clerk; Brigid O'Neill, Executive Assistant; Travis Shenk, Warden; Mike Eickhoff, Deputy Warden-Security; Courtney Hair Larue, District Attorney's Office; Hunter Gibson, IMTO.

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

**Public Comment:** None.

A request was made for a motion to add the Reorganization of Officers to the agenda. Controller Whitcomb advised the request to add Reorganization to the agenda was due to it being a normal process for the first Prison Board meeting of the year.

Commissioner DiFilippo made a motion to add an item to the January 18 agenda. The amendment will include the Reorganization of the Prison Board for 2022. Commissioner Foschi seconded the motion and it unanimously carried.

**Reorganization of Officers:** Assistant Solicitor Hipp asked for nominations for chairman of the prison board. Commissioner Foschi moved to nominate Al Whitcomb as the Chair of the 2022 Prison Board. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Vice Chairman:** Commissioner Foschi made a motion to approve Sheriff Jody Smith as the Vice Chair of the Prison Board for 2022. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Approval of Minutes:** Commissioner Foschi made a motion to approve the minutes of December 20, 2021. Sheriff Smith seconded the motion and it unanimously carried.

**Commissary Report:** Commissioner DiFilippo made a motion to accept the Commissary Reports as presented. Commissioner Foschi seconded the motion and it unanimously carried.

**Prison Expenditures:** Commissioner Foschi made a motion to approve the December 2021 Prison Expenditures. Sheriff Smith seconded the motion and it unanimously carried.

**Central Processing Expenditures:** Commissioner Foschi made a motion to approve the December 2021 Central Processing Expenditures. Sheriff Smith seconded the motion and it unanimously carried.

**Warden's Report:** Warden Shenk presented the December 2021 report:

Population Report:

- Average daily prison population for the month of December was 305 with 300 being in house.
- Current population is 322 with 313 being in-house.
- There are currently 255 males and 58 females.

Work Release Report:

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

Trusty Report:

- 9 inmates were enrolled in the Inmate Worker Program.
- 2 inmates were enrolled in the Outmate Trusty Program.
- There were two work crew projects for the month of December.

Earned Time Report:

- 5 inmates were screened and placed, 0 were removed for non-compliance with the agreement, and 6 were released
- 253 bed days were saved.

Treatment Plan Report:

- 76 inmates were screened and placed on treatment programs.

Inmate Education Report:

- 0 inmates earned their GED in December.
- 1 inmate earned his high school diploma through ACT 30.

Risk Assessment Report:

- There were 50 Risk Assessments completed in the month of December.

Extraordinary Occurrences Report:

- There were 0 extraordinary occurrences with 0 uses of force with no injuries to inmates or staff.

Holding for other Jurisdictions:

- They are currently holding 1 male and 9 females for Perry County Prison, 5 males for the US Marshal Service, and 3 males for the Federal Bureau Prisons.

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

**Covid Numbers:** Warden Shenk reported 14 inmates had tested positive with Covid and 7 prison staff members. 13 Vaccinations were provided to inmates and staff.

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

Commissioner DiFilippo made a motion to go into executive session. Sheriff Smith seconded the motion and it unanimously carried.

The meeting reconvened at 10:11 a.m.

**Board Action on Personnel and Security Issues:**

There was no motion for the executive session.

**Adjourn:** There being no further business to come before the Board, the meeting adjourned at 10:15 a.m.

The next Prison Board Meeting is scheduled for Tuesday, February 22, 2022 at 10:00 a.m. at the Commissioners Hearing Room.

Respectfully submitted,

Brigid O'Neill  
Executive Assistant