

WEDNESDAY, SEPTEMBER 21, 2016

A MEETING OF THE SCHUYLKILL COUNTY PRISON BOARD WAS HELD ON WEDNESDAY, SEPTEMBER 21, 2016 AT 11:00 AM IN THE PRISON CLASSROOM.

ATTENDING: COMMISSIONER GEORGE F. HALCOVAGE, JR.; COMMISSIONER FRANK J. STAUDENMEIER; COMMISSIONER GARY HESS; CONTROLLER JOY; SHERIFF'S FIRST DEPUTY, BRIAN TOBIN; DISTRICT ATTORNEY CHRISTINE HOLMAN; COUNTY SOLICITOR AL MARSHALL AND COUNTY ADMINISTRATOR, GARY BENDER.

ALSO ATTENDING: WARDEN GENE BERDANIER; DEPUTY WARDEN DAVE WAPINSKY; HUMAN RESOURCE DIRECTOR/RISK MANAGER, MARTINA CHWASTIAK AND FRANK KOMYKOSKI, PRIMECARE VICE PRESIDENT OF OPERATIONS.

SESSION WAS CALLED TO ORDER BY COMMISSIONER HALCOVAGE AND BEGAN WITH THE PLEDGE OF ALLEGIANCE.

**APPROVAL OF MINUTES**

COMMISSIONER HALCOVAGE ASKED IF EVERYONE HAD TIME TO READ OVER THE MINUTES OF THE AUGUST 17, 2016 PRISON BOARD MEETING AND IF THERE WERE ANY ADDITIONS OR CORRECTIONS.

**MOTION**

*THERE BEING NO ADDITIONS OR CORRECTIONS, IT WAS MOVED BY COMMISSIONER STAUDENMEIER, SECONDED BY DISTRICT ATTORNEY CHRISTINE HOLMAN TO APPROVE THE MINUTES OF THE PREVIOUS MEETING.*

*MOTION UNANIMOUSLY ADOPTED*

**STATE OF PRISON REPORT**

WARDEN BERDANIER GAVE THE FOLLOWING STATE OF PRISON REPORT:

**FINANCIAL REPORT:**

BUDGET INFORMATION FOR THE MONTH OF AUGUST, 2016:

**REVENUE:**

\$ 984.00	-	ROOM & BOARD FROM THE WORK RELEASE PROGRAM
\$ 3,400	-	SOCIAL SECURITY
\$ 1,798.20	-	REIMBURSED EXPENDITURE
TOTAL REVENUE -	\$6,182.20	

**EXPENDITURES:**

\$225,726.52	-	SALARIES/WAGES
\$ 23,104.25	-	OVERTIME
\$ 700.00	-	IN LIEU OF BENEFITS
\$ 8,913.82	-	MATERIALS & SUPPLIES
\$ 3,505.56	-	CLOTHING & BEDDING
\$ 32,041.61	-	GROCERIES
\$ 202.90	-	MEDICAL SUPPLIES
\$ 1,344.23	-	CLEANING SUPPLIES
\$ 11,656.90	-	FUEL, ELECTRIC, WATER & SEWER
\$ 22,865	-	TEMPORARY HOUSING
\$ 78,760.28	-	PROFESSIONAL SERVICES
\$ 62.10	-	TRAVEL EXPENSES
\$ 1,368.50	-	OTHER
\$ 781.55	-	NON-PAYROLL COMMISSIONS & EXPENSES
\$ 15,356.74	-	MAINTENANCE & REPAIRS
\$ 940.00	-	MAINTENANCE AGREEMENTS
\$ 77.00	-	COPIER-CAPITAL LEASES
\$ 2,724.99	-	CAPITAL MACHINERY & EQUIPMENT

TOTAL EXPENDITURES - \$430,131.95

**PHYSICAL PLANT:**

REPAIRED THE DOOR LOCKING MECHANISM ON THE #106 DOOR.

COPPER TUBING HAD TO BE REPAIRED AND REPLACED IN THE KITCHEN.

ALL SURPLUS ELECTRONICS EQUIPMENT TO BE RECYCLED WAS TAKEN OVER THE COURTHOUSE

OLD ICE MACHINE WAS REMOVED AND TAKEN TO WEINERS SCRAP YARD. REIMBURSEMENT CHECK OF \$4.80 WAS DEPOSITED.

REPLACED BELTS ON THE DRAW FAN LOCATED ON THE ROOF FOR THE KITCHEN.

REPAIRED THE SHOWERS IN D BLOCK ON SUNDAY 9/11/16.

CEMENTED OVER ALL OUTLET BOXES IN F BLOCK.

SNAKED THE DRAIN IN THE LAUNDRY ROOM TO REMOVE LINT WHICH WAS CLOGGING THE DRAIN.

THE WATER IN THE FACILITY WAS CLOUDY ON WEDNESDAY 9/14/16. ACCORDING TO THE WATER COMPANY THEY WERE FLUSHING HYDRANTS THAT DAY AND WATER IN THE FACILITY CLEARED UP LATER IN THE DAY.

ESTIMATES ARE BEING GIVEN FOR THE EPOXY/CEMENT JOB IN THE KITCHEN UNDER WHERE THE STEAMER AND KETTLE ARE LOCATED. A PROPOSAL FROM TRINITY FOOD SERVICES IS BEING REVIEWED WHERE THEY WOULD PURCHASE NEEDED NEW KITCHEN EQUIPMENT AND THE COUNTY WOULD REIMBURSE BY AMENDING OUR CURRENT FOOD SERVICE AGREEMENT. THE PLAN IS TO HAVE THE FLOOR REPAIRED PRIOR TO EQUIPMENT DELIVERY AND INSTALLATION.

*IT WAS NOTED, THAT COMMISSIONER HALCOVAGE INFORMED THE BOARD THAT THE BOARD OF COMMISSIONERS APPROVED THE CONTRACT ADDENDUM WITH TRINITY SERVICES GROUP, INC. THIS MORNING AT THEIR WORKSESSION MEETING.*

**POPULATION REPORT:**

A CENSUS REPORT WAS PROVIDED TO BOARD MEMBERS AND ATTACHED TO THEIR AGENDAS.

THE TOTAL AVERAGE INMATE POPULATION FOR THE MONTH OF AUGUST, 2016 WAS 210 INMATES.

THE AVERAGE MALE POPULATION WAS AT 162, AND THE AVERAGE FEMALE POPULATION WAS 48.

THE PEAK INMATE CENSUS FOR AUGUST, 2016 WAS 229 INMATES, AND THE PEAK FEMALE INMATE CENSUS WAS 53 INMATES.

TODAY'S TOTAL POPULATION IS 249 INMATES WITH 191 BEING MALE INMATES AND 58 BEING FEMALE INMATES.

AT THE TIME OF THIS REPORT, WARDEN SAID 27 INMATES ARE BEING HOUSED ELSEWHERE: 12 IN DELAWARE COUNTY; 11 IN COLUMBIA COUNTY AND 4 IN CENTRE COUNTY.

IT WAS NOTED, THAT DISTRICT ATTORNEY HOLMAN ASKED THE WARDEN IF WE ARE ASKING THE COUNTIES THAT ARE HOUSING OUR INMATES TO BRING THEM BACK OR DO WE HAVE A CONTRACT THAT SAYS THEY STAY AT THAT PRISON UNTIL THEY ARE MAXED OUT.

WARDEN BERDANIER SAID THAT THEY BRING THEM BACK WHEN THEY ARE CLOSE TO THEIR RELEASE DATE.

SHE INFORMED THE WARDEN THAT THE GUILTY PLEA DATE HAS BEEN MOVED UP TO SEPTEMBER 28 AS OPPOSED TO OCTOBER 2, SO WE WILL HAVE AN INFLUX OF INMATES NEXT WEEK AT THE PRISON.

WARDEN BERDANIER SAID THAT HE WAS AWARE OF THE DATE CHANGE.

THERE WAS A BRIEF DISCUSSION ON THE ISSUE OF TRANSFERRING INMATES IN AND OUT.

THE WARDEN INFORMED EVERYONE THAT HE TRIES TO GET THE INMATES OUT AS SOON AS POSSIBLE AS TO NOT GO OVER OUR CENSUS AVERAGE. THE OTHER PRISONS ARE GOING TO ASSIST US WITH WHATEVER THEY CAN.

COMMISSIONER HESS ASKED THE WARDEN ABOUT HIS DISCUSSION WITH BERKS COUNTY.

WARDEN BERDANIER INFORMED COMMISSIONER HESS THAT HE HAS BEEN IN CONTACT WITH BERKS AND THEY ARE WILLING TO HELP US OUT WHEN SPACE IS AVAILABLE AT THEIR FACILITY.

IT WAS NOTED THAT COMMISSIONER HALCOVAGE INFORMED THE BOARD THAT WE HAVE A BIWEEKLY REPORT THAT WE NEED TO SEND TO THE DEPARTMENT OF CORRECTIONS UNTIL JUNE, 2017 AND THAT REPORT HAS BEEN GOING IN PROMPTLY. HE ALSO SAID THAT ON THE REPORT, INFORMATION IS BEING SENT TO LET THEM KNOW OF ANY NEW SITUATION THAT HAS OCCURRED TO MAKE THEM AWARE BEFORE HAND.

**MEDICAL REPORT:**

A 2016 STATISTICAL REPORT FROM PRIMECARE MEDICAL, INC. FOR THE MONTH OF AUGUST IS ATTACHED TO THE BOARD MEMBERS' AGENDAS.

THERE WERE 154 COMMITMENTS PROCESSED BY THE MEDICAL DEPARTMENT.  
THERE WERE 10 X-RAYS AND 20 EKG'S TAKEN IN-HOUSE BY MOBILE X-RAY IMAGING, INC.  
THERE WERE NO HOSPITAL ADMISSIONS.  
THERE WERE 9 OUTSIDE APPOINTMENTS.  
THERE WERE 18 INMATES SEEN BY THE DOCTOR AT SICK CALL.  
THERE WERE 140 INMATES SEEN BY THE NURSE PRACTITIONER/PHYSICIAN ASSISTANT.  
THERE WERE 154 INMATES SEEN BY THE NURSE AT SICK CALL.  
THERE WERE 36 INMATES SEEN BY THE DENTIST.

*WARDEN BERDANIER INFORMED THE BOARD THAT AFTER READING THE MEDICAL REPORT IF ANYONE HAS ANY QUESTIONS TO PLEASE CONTACT HIM.*

*DISTRICT ATTORNEY HOLMAN QUESTIONED THE REPRESENTATIVE FROM PRIMECARE ON WHAT IS INCLUDED WHEN THEY DETOX SOMEONE.*

*FRANK KOMYKOSKI SAID THAT IT INCLUDES ALCOHOL, ANY TYPE OF ILLEGAL SUBSTANCE OR PRESCRIBED DRUGS THAT ARE BEING USED OR ABUSED BY SOMEONE. THEY START A DETOX PROGRAM FOR 10 DAYS AND ARE MONITORED. IF SOMEONE NEEDS MORE THAN 10 DAYS THEY WILL ARRANGE THAT FOR THE INMATE.*

*COMMISSIONER HALCOVAGE ASKED FRANK IF HAVING A THIRD SHIFT NURSE ON DUTY IS HELPING OUT.*

*FRANK SAID THAT ADDING A THIRD SHIFT ON HAS HELPED THEM IMPROVE THEIR RESPONSE TO THE INMATES' MEDICAL ISSUES MORE QUICKLY. THE NURSE CAN EVALUATE AN INMATE WHO IS SHOWING ANY SIGNS OF AN ILLNESS IN HOUSE AND SAVE A TRIP TO THE EMERGENCY ROOM.*

*WARDEN BERDANIER INFORMED THE BOARD THAT HE WILL GIVE OUT AN UPDATED PRIMECARE MEDICAL REPORT BECAUSE THE ONE FROM TODAY WAS FROM 2015 INSTEAD OF 2016. HE WILL DISTRIBUTE AN UPDATED COPY TO EVERYONE.*

**PROGRAMMING:**

SCHUYLKILL COUNTY ADULT PROBATION/ PAROLE DEPARTMENT  
WORK RELEASE REPORT FOR AUGUST, 2016

THE FOLLOWING REPORT WAS SUBMITTED BY WORK RELEASE COORDINATOR, JOSEPH F. HUTH:

THREE (3) INMATES PARTICIPATED IN THE WORK RELEASE PROGRAM SIX (6) INMATES PARTICIPATED IN THE VOCATIONAL REHABILITATION PROGRAM AND INMATES UTILIZED AS UTILITY WORK FOR THE PRISON OCCUPIED TWO (2) BEDS. FOUR (4) INMATES ARE ELIGIBLE FOR PAROLE THESE BEDS SHOULD BECOME AVAILABLE BY MONTHS END. ONE (1) INMATE WAS REMOVED FROM THE PROGRAM FOR VIOLATION OF PRISON OR WORK RELEASE POLICY. TWO (2) FEMALE INMATES PARTICIPATED IN THE WORK RELEASE PROGRAM. THREE (3) MALES AND TWO (2) FEMALES ARE AWAITING APPROVAL/ADMITTANCE TO THE WORK RELEASE PROGRAM. FOUR (4) MALE DEFENDANTS ARE AWAITING APPROVAL/ADMITTANCE TO THE VOCATIONAL REHABILITATION PROGRAM.

MONTHLY REVENUES ARE AS FOLLOWS:	ROOM AND BOARD	COSTS AND FINES
AUGUST 2016:	\$984.00	\$360.00
TOTAL TO DATE (YEAR 2016):	\$24,352.00	\$7,870.00

SCHUYLKILL COUNTY ADULT PROBATION/PAROLE DEPARTMENT  
VOCATIONAL REHABILITATION PROGRAM REPORT FOR AUGUST 2016

THE FOLLOWING REPORT WAS SUBMITTED BY VOCATIONAL REHABILITATION COORDINATOR, JASON MACUNAS:

THE VOCATIONAL REHABILITATION PROGRAM COMPLETED NINETEEN (19) JOBS IN EIGHTEEN (18) WORKING DAYS FOR THE MONTH. THERE WERE THIRTEEN (13) COMMUNITY SERVICE JOBS AND ONE (1) JOBS WERE COMPLETED FOR THE COUNTY. FIVE (5) JOBS WERE COMPLETED FOR SENIOR SERVICES FOR SENIOR CITIZENS THROUGHOUT THE COUNTY.

SCHUYLKILL COUNTY ADULT PROBATION/PAROLE DEPARTMENT  
PRE RELEASE REPORT FOR AUGUST 2016

THE FOLLOWING REPORT WAS SUBMITTED BY SUPERVISOR, LYNN HOLDEN:

A TOTAL OF SEVENTEEN (17) OFFENDERS WERE PLACED ON THE PRE-RELEASE STATUS DURING THE MONTH OF AUGUST 2016. A TOTAL OF FORTY-SIX (46) TOTAL OFFENDERS WERE ACTIVE ON PRE-RELEASE STATUS SAVING ONE THOUSAND ONE HUNDRED SIXTY-THREE (1163) TOTAL JAIL DAYS AT THE SCHUYLKILL COUNTY PRISON. TWO (2) PARTICIPANTS WERE REMOVED FOR VIOLATIONS. APPROXIMATELY THREE THOUSAND FOUR HUNDRED EIGHTY- NINE (3,489) ALCOHOL TESTS WERE ADMINISTERED AND SIXTY-FOUR (64) DRUG TESTS WERE TAKEN ON FORTY-SIX (46) PARTICIPANTS ON PRE-RELEASE STATUS.

ALL BOARD MEMBERS RECEIVED A COPY OF THE EDUCATION PROGRAM REPORT.

*AT THIS TIME, WARDEN BERDANIER INFORMED THE BOARD THAT IF THEY HAD ANY QUESTIONS TODAY ON THE REPORTS TO PLEASE CONTACT HIM.*

**PERSONNEL:**

CURRENTLY THERE ARE THREE (3) CORRECTIONAL OFFICERS OFF-DUTY ON EXTENDED MEDICAL LEAVE STATUS, AND (1) CORRECTIONAL OFFICER ON RESTRICTED-DUTY STATUS.

*IT WAS NOTED, THAT THE WARDEN INFORMED THE BOARD THAT THE TOTAL AS OF TODAY IS NOW FOUR.*

STAFF VACANCY REPORT: EIGHT (8) PT CORRECTIONAL OFFICER POSITIONS.

WARDEN BERDANIER INFORMED THE BOARD THAT TWO CORRECTIONAL OFFICERS STARTED TRAINING AT BERKS ON SEPTEMBER 14 AND WILL END ON OCTOBER 17, 2016. HE ALSO INFORMED THE BOARD THAT FIREARMS QUALIFICATION TRAINING BEGAN THIS WEEK AND IS GOING WELL.

**OTHER:**

REQUEST SUBMITTED TO THE BOARD OF COMMISSIONERS TO APPROVE AND EXERCISE THE THIRD YEAR OPTION ON AN EXISTING CONTRACT AGREEMENT WITH HESS EMBROIDERY & UNIFORMS TO PURCHASE EMPLOYEE UNIFORMS FOR ONE YEAR.

*IT WAS NOTED, THAT COMMISSIONER HALCOVAGE INFORMED THE BOARD THAT THE BOARD OF COMMISSIONERS APPROVED THE CONTRACT AGREEMENT WITH HESS EMBROIDERY & UNIFORMS, LLC THIS MORNING AT THEIR WORKSESSION MEETING.*

REQUEST SUBMITTED TO THE BOARD OF COMMISSIONERS TO AMEND THE EXISTING CONTRACT WITH TRINITY SERVICES GROUP TO EXTEND THE SERVICE FOR A 5 YEAR TERM AND INCREASE THE COST PER MEAL BY \$.035 PER MEAL. TRINITY WILL PURCHASE AND REMOVE OLD EQUIPMENT AND INSTALL NEW KITCHEN EQUIPMENT IN THE PRISON.

*SINCE THERE WAS NO ADDITIONAL QUESTIONS, COMMISSIONER HALCOVAGE CALLED FOR A VOTE TO APPROVE THE PRISON REPORT AS PRESENTED.*

**MOTION**

*IT WAS MOVED BY CONTROLLER JOY, SECONDED BY COMMISSIONER STAUDENMEIER, TO APPROVE THE STATE OF THE PRISON REPORT AS PRESENTED.*

*MOTION UNANIMOUSLY ADOPTED*

**PERSONNEL COMMITTEE**

COMMISSIONER STAUDENMEIER, CHAIRMAN OF THE PERSONNEL COMMITTEE INFORMED THE BOARD THAT AT OUR LAST MEETING, CONDITIONAL OFFERS WERE MADE TO THE FOLLOWING INDIVIDUALS TO FILL PART TIME CORRECTIONAL OFFICER POSITIONS:

ANDREW PHILLIP, FRACKVILLE, PA

WILLIAM KLINGER, FRACKVILLE, PA

RYAN HENNING, ASHLAND, PA

MICHAEL WALLACE, TREMONT, PA

JENNIFER CRISAFULLI, MINERSVILLE, PA

ALL HAVE PASSED THE REQUIRED TESTING AND THE PERSONNEL COMMITTEE IS NOW RECOMMENDING THAT WE MAKE PERMANENT OFFERS TO HIRE ALL OF THE INDIVIDUALS LISTED AS PART TIME CORRECTIONAL OFFICERS AND THAT IS IN THE FORM OF A MOTION.

**MOTION**

*IT WAS MOVED BY COMMISSIONER STAUDENMEIER, SECONDED BY DISTRICT ATTORNEY CHRISTINE HOLMAN TO APPROVE THE HIRING OF THE FOLLOWING INDIVIDUALS AS PART TIME CORRECTIONAL OFFICER AT THE PRISON:*

*ANDREW PHILLIP, FRACKVILLE, PA*

*WILLIAM KLINGER, FRACKVILLE, PA*

*RYAN HENNING, ASHLAND, PA*

*MICHAEL WALLACE, TREMONT, PA*

*JENNIFER CRISAFULLI, MINERSVILLE, PA*

*MOTION UNANIMOUSLY ADOPTED*

**NEW BUSINESS**

THERE WAS NO NEW BUSINESS TO DISCUSS.

**PUBLIC PARTICIPATION**

THERE WAS NO PUBLIC PARTICIPATION.

**ADJOURNMENT**

THERE BEING NO FURTHER BUSINESS TO DISCUSS THE MEETING WAS ADJOURNED.

ATTEST: \_\_\_\_\_