

WEDNESDAY, DECEMBER 11, 2013

A MEETING OF THE SCHUYLKILL COUNTY PRISON BOARD WAS HELD ON WEDNESDAY, DECEMBER 11, 2013 AT 11:05 AM IN THE PRISON CLASSROOM.

PRESENT: PRESIDENT JUDGE WILLIAM BALDWIN; COMMISSIONER FRANK STAUDENMEIER; COMMISSIONER GEORGE F. HALCOVAGE, JR.; COMMISSIONER, GARY HESS; SHERIFF JOE GROODY; AND 1ST DEPUTY CONTROLLER RON ZIMMERMAN.

ALSO ATTENDING: COUNTY SOLICITOR, AL MARSHALL; PUBLIC WORKS DIRECTOR, WILLIAM LIPTOK; WARDEN GENE BERDANIER; AND PRIME CARE REPRESENTATIVES, FRANK J. KOMYKOSKI & BRENT BAVINGTON.

SESSION WAS CALLED TO ORDER BY SHERIFF GROODY UNTIL JUDGE BALDWIN ARRIVED.

APPROVAL OF MINUTES

SHERIFF GROODY ASKED IF EVERYONE HAD TIME TO READ OVER THE MINUTES OF THE NOVEMBER 13, 2013 PRISON BOARD MEETING AND IF THERE WERE ANY ADDITIONS OR CORRECTIONS.

MOTION

THERE BEING NO ADDITIONS OR CORRECTIONS, IT WAS MOVED BY COMMISSIONER STAUDENMEIER AND SECONDED BY COMMISSIONER HALCOVAGE TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS.

MOTION UNANIMOUSLY ADOPTED

STATE OF PRISON REPORT

WARDEN GENE BERDANIER GAVE THE FOLLOWING STATE OF PRISON REPORT:

FINANCIAL REPORT:

BUDGET INFORMATION FOR THE MONTH OF NOVEMBER, 2013.

REVENUE:

\$ 2,070	-	ROOM & BOARD FROM THE WORK RELEASE PROGRAM
\$ 5,701.59	-	REIMBURSED EXPENDITURES/INMATE PHONE COMMISSION
\$ 4,992.62	-	INMATE COMMISSARY COMMISSION
\$ 1,200	-	SOCIAL SECURITY

TOTAL REVENUE - \$13,964.21

EXPENDITURES:

\$261,294.33	-	SALARIES/WAGES
\$ 21,487.75	-	OVERTIME
\$ 420.00	-	IN LIEU OF BENEFITS
\$ 965.40	-	MATERIALS & SUPPLIES
\$ 32,718.98	-	GROCERIES
\$ 100.00	-	CLEANING SUPPLIES
\$ 11,487.70	-	FUEL/ELECTRIC/WATER & SEWER
\$ 62,375.65	-	PROFESSIONAL SERVICES
\$ 1,183.67	-	OTHER
\$ 4,986.03	-	MAINTENANCE & REPAIRS
\$ 2,826.08	-	MAINTENANCE AGREEMENTS
\$ 25.00	-	COPIER-CAPITAL LEASES

TOTAL EXPENDITURES - \$399,870.59

IT WAS NOTED THAT WARDEN BERDANIER ASKED IF ANYONE HAD ANY QUESTIONS ON HIS REPORT.

COMMISSIONER STAUDENMEIER COMMENTED THAT IT LOOKED LIKE THE OVERTIME WAS DOWN. IS IT?

WARDEN BERDANIER SAID IT IS KIND OF CONSISTENT. HE SAID COMPARING THE OVERTIME FROM LAST MONTH WHICH WAS HIGHER DUE TO HAVING SEVERAL MEDICAL TRIPS WHICH REQUIRED ADDITIONAL STAFF ON DUTY AND ALSO THERE WERE SEVERAL HOLIDAYS THAT

UPS THE OVERTIME ACCOUNT. HE SAID THAT AFTER DECEMBER THE NUMBERS SHOULD START COMING DOWN.

AT THIS TIME, JUDGE BALDWIN ARRIVED AND PROCEEDED TO CONDUCT THE MEETING.

COMMISSIONER HALCOVAGE SAID THAT IF IT WASN'T FOR THE NEEDED COVERAGE INVOLVED WITH THE MEDICAL RUNS, OUR OVERTIME WOULD BE DOWN SIGNIFICANTLY.

WARDEN BERDANIER SAID YES, AND ALSO RIGHT NOW WE ARE AT FULL STAFF.

COMMISSIONER STAUDENMEIER COMMENTED THAT THE ONLY REASON THAT HE BROUGHT IT UP WAS BECAUSE ON LAST MONTH'S REPORT THE OVERTIME WAS SO MUCH HIGHER.

WARDEN BERDANIER SAID YES IT WAS PRIMARILY DUE TO THE HOLIDAY PAY BUYOUT PROGRAM THAT THE COUNTY HAS TO CONTRACTUALLY FULFILL FOR THE STAFF BY CASHING IN THEIR HOLIDAYS.

PHYSICAL PLANT:

ON 11/19/13 THE PRISON EXPERIENCED A PROBLEM AFTER A WATER MAIN BREAK IN THE CITY. MAINTENANCE HAD TO TURN OFF ALL THE WATER, AND REPAIR 131 TOILETS THROUGHOUT THE FACILITY. THIS OCCURS EVERY TIME THERE IS A WATER MAIN BREAK IN THE CITY. MAINTENANCE HAS SUGGESTED THE WATER COMPANY INSTALL A CHECK VALVE COMING INTO THE PRISON, WHICH WOULD PREVENT LOSS OF WATER PRESSURE WHICH CREATES THE PROBLEM. THIS ISSUE IS A VERY EXPENSIVE FIX ON OUR PART EACH TIME THERE IS A BREAK IN THE GENERAL AREA OF THE PRISON. I RECOMMEND PUBLIC WORKS TO LOOK INTO THIS FOR THE FACILITY.

DURING THE WATER MAIN BREAK IT WAS DISCOVERED THE PRESSURE REGULATOR ON OUR SIDE OF THE MAIN IS NOT WORKING PROPERLY. PADFIELD PLUMBING WILL INSTALL A REPAIR KIT.

A P-TRAP WAS INSTALLED IN THE WORK RELEASE LAUNDRY ROOM. THIS TRAP WAS NOT INSTALLED WHEN THE WASHING MACHINES WERE HOOKED UP. THIS WILL ALLEVIATE SOME OF THE OVERFLOWING WATER PROBLEMS.

A NEW TIMER WAS INSTALLED ON THE STEAMER IN THE KITCHEN.

WACOR REPLACED THREE DVR'S THAT WERE NOT OPERATING ON THE CAMERA SYSTEM.

IT WAS NOTED THAT COMMISSIONER HALCOVAGE ASKED THE WARDEN IF THE DVR'S ARE UNDER WARRANTY.

WARDEN SAID YES, SO THERE WAS NO COST TO THE COUNTY.

MAINTENANCE RESOLVED SOME ZONE HEATING ISSUES IN THE MEDICAL ROOM AND FRONT RESTROOMS.

INSTALLED TWO NEW OUTLETS IN F BLOCK DAYROOM.

REPAIRED TWO SHOWERS IN B BLOCK.

POPULATION REPORT:

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

TOTAL AVERAGE INMATE POPULATION FOR THE MONTH OF NOVEMBER, 2013 WAS 283 INMATES.

THE AVERAGE MALE POPULATION WAS AT 232, AND THE AVERAGE FEMALE POPULATION WAS 51.

THE PEAK INMATE CENSUS FOR NOVEMBER, 2013 WAS 303 INMATES, AND THE PEAK FEMALE INMATE CENSUS WAS 54 INMATES.

TODAY'S TOTAL POPULATION IS 277 INMATES WITH 228 MALE INMATES AND 49 FEMALE INMATES.

IT WAS NOTED THAT SHERIFF GROODY SAID THAT THE NUMBERS WOULD BE LOWER TODAY, BUT DUE TO THE BAD WEATHER HE DID NOT TAKE ANY OF THE INMATES OUT TO OTHER PRISONS YESTERDAY.

JUDGE BALDWIN COMMENTED THAT THE PRE-RELEASE PROGRAM IS STARTING TO HAVE AN IMPACT. HE SAID THAT HE WILL CONTINUE TO USE THE PROGRAM AND WE SHOULD SEE A DECREASE IN THE POPULATION IN THE FUTURE.

MEDICAL REPORT:

A 2013 STATISTICAL REPORT FROM PRIMECARE MEDICAL, INC. FOR THE MONTH OF NOVEMBER IS ATTACHED TO THE BOARD MEMBERS' AGENDAS.

THERE WERE 124 COMMITMENTS PROCESSED BY THE MEDICAL DEPARTMENT.
THERE WERE 4 X-RAYS AND 6 EKG'S TAKEN IN-HOUSE BY MOBILE X-RAY IMAGING, INC.
THERE WERE NO HOSPITAL ADMISSIONS.
THERE WERE 27 OUTSIDE APPOINTMENTS.
THERE WERE 11 INMATES SEEN BY THE DOCTOR AT SICK CALL.
THERE WERE 117 INMATES SEEN BY THE NURSE PRACTITIONER/PHYSICIAN ASSISTANT.
THERE WERE 111 INMATES SEEN BY THE NURSE AT SICK CALL.
THERE WERE 54 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.

AT THIS TIME, MENTAL HEALTH COORDINATOR, ASHLEY MROCZKA, GAVE THE FOLLOWING REPORT:

PRISON RELEASES VIA MENTAL HEALTH
BEGINNING AUGUST 2011

22 FEMALE
73 MALE

SCHUYLKILL HEALTH, ST. CLAIR
SALVATION ARMY, HARRISBURG
BOWLING GREEN REHABILITATION
GAUDENZIA OUTPATIENT, POTTSVILLE
COGI OUTPATIENT, POTTSVILLE
POTTSVILLE BEHAVIORAL – SMC SOUTH JACKSON
MADISON HOUSE EAST, YORK COUNTY
CONEWAGO SNYDER, SNYDER COUNTY
RECOVERY EDGE, POTTSVILLE
PYRAMID REHABILITATION, DUNCANSVILLE
WHITE DEER RUN, ALLENWOOD
PYRAMID – ALLENTOWN
CONEWAGO HUMMELSTOWN, DAUPHIN COUNTY
CONEWAGO POTTSVILLE
THE MEADOWS, CENTRE COUNTY
HOGAR CREA, BETHLEHEM
MADISON HOUSE WEST, YORK COUNTY
DANVILLE STATE HOSPITAL
NEW BEGINNINGS, LANCASTER COUNTY

ASHLEY INFORMED THE BOARD THAT SHE WORKS WITH THE INMATES AND MAKES THEM AWARE OF ALL OF THE FACILITIES AND HELP THAT IS AVAILABLE TO THEM. SHE SAID THAT SHE CONTINUES TO WORK WITH THE INMATES BECAUSE THE FASTER THAT WE GET THEM HELP, THE FASTER WE CAN GET THEM OUT.

WARDEN BERDANIER COMPLIMENTED ASHLEY FOR THE EXCELLENT JOB WITH TRYING TO GET A HANDLE ON THE INMATES' NEEDS AND APPRECIATES ALL OF HER EFFORTS. SHE ALSO WORKS VERY WELL WITH THE INMATES.

PROGRAMMING:

SCHUYLKILL COUNTY ADULT PROBATION/ PAROLE DEPARTMENT
WORK RELEASE REPORT FOR NOVEMBER 2013

WORK RELEASE BEDS HAVE REMAINED FULL THROUGHOUT THE MONTH. THERE WERE FOURTEEN (14) BEDS FILLED BY INMATES WITH EMPLOYMENT. THIRTEEN (13) INMATES PARTICIPATED IN THE VOCATIONAL REHABILITATION PROGRAM AND INMATES UTILIZED AS UTILITY WORK FOR THE PRISON OCCUPIED TWO (2) BEDS. ELEVEN (11) INMATES ARE ELIGIBLE FOR PAROLE AND THESE BEDS SHOULD BECOME AVAILABLE BY MONTHS END. THERE WERE NO (0) INMATES REMOVED FROM THE PROGRAM FOR VIOLATION OF PRISON OR WORK RELEASE POLICY. ONE (1) FEMALE INMATE PARTICIPATED IN THE WORK RELEASE PROGRAM. TWO (2) MALES AND ONE (1) FEMALE ARE AWAITING APPROVAL/ADMITTANCE TO THE WORK RELEASE PROGRAM. TWO (2) MALE DEFENDANTS

ARE AWAITING APPROVAL/ADMITTANCE TO THE VOCATIONAL REHABILITATION PROGRAM.

MONTHLY REVENUES ARE AS FOLLOWS:	ROOM AND BOARD	COSTS AND FINES
NOVEMBER 2013:	\$2,070.00	\$570.00
TOTAL TO DATE (YEAR 2013):	\$38,610.00	\$15,086.50

THE VOCATIONAL REHABILITATION PROGRAM COMPLETED TWENTY-ONE (21) JOBS IN SEVENTEEN (17) WORKING DAYS FOR THE MONTH. THREE (3) DAYS WERE SPENT PROVIDING SERVICE TO ONE HUNDRED (100) SENIOR CITIZENS AS REFERRED BY THE OFFICE OF SENIOR SERVICES. IN ADDITION, THERE SIX (6) COMMUNITY SERVICE JOBS AND FOURTEEN (14) JOBS COMPLETED FOR THE COUNTY.

SCHUYLKILL COUNTY ADULT PROBATION/ PAROLE DEPARTMENT
PRE RELEASE REPORT FOR NOVEMBER 2013

A TOTAL OF FOURTEEN (14) OFFENDERS WERE PLACED ON THE PRE-RELEASE STATUS DURING THE MONTH OF NOVEMBER 2013. A TOTAL OF FORTY-FIVE (45) OFFENDERS WERE ACTIVE ON PRE-RELEASE STATUS SAVING NINE HUNDRED AND SIXTY-TWO (962) TOTAL JAIL DAYS AT THE SCHUYLKILL COUNTY PRISON. FIVE (5) PARTICIPANTS WERE REMOVED FOR VIOLATIONS. APPROXIMATELY THREE THOUSAND EIGHT HUNDRED AND FORTY-EIGHT (3,848) ALCOHOL TESTS WERE ADMINISTERED AND NINETY-SIX (96) DRUG TESTS WERE TAKEN ON THIRTY-FOUR (34) PARTICIPANTS ON PRE-RELEASE STATUS.

IT WAS NOTED, THAT WARDEN BERDANIER INFORMED THE BOARD THAT HE CERTAINLY APPRECIATES THE PRE-RELEASE PROGRAM AND EVERYONE IS WORKING TOGETHER INCLUDING THE PROBATION OFFICE AND THE COURTS. OUR GOAL IS TO GET PEOPLE OUT AND INTO PROGRAMS AND TO GET THEM THE APPROPRIATE TREATMENT. THIS IS A WIN, WIN FOR THE COUNTY AND THE FACILITY.

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

PERSONNEL:

CURRENTLY THERE ARE TWO (2) CORRECTIONAL OFFICERS OFF-DUTY ON EXTENDED MEDICAL LEAVE, AND TWO (2) CORRECTIONAL OFFICERS ON RESTRICTED-DUTY FOR A WORK RELATED CONDITION. ONE OFFICER RETURNED TO WORK AT THE END OF THE NOVEMBER AFTER BEING OFF HALF OF THE MONTH DUE TO A PERSONAL HEALTH CONDITION, AND ANOTHER OFFICER IS EXPECTED TO RETURN TO WORK WITH RESTRICTED DUTY ORDERS ON 12/19/13.

NO STAFF VACANCIES.

WARDEN BERDANIER SAID THAT HE IS FULLY STAFFED AND ONE OFFICER THAT WAS HIRED LAST MONTH IS SCHEDULED TO BEGIN BASIC TRAINING AT BERKS COUNTY IN JANUARY.

OTHER:

WARDEN BERDANIER INFORMED THE BOARD OF THE FOLLOWING:

ADDED A NEW PROCEDURE UNDER PERSONNEL REGULATIONS- POLICY #24.5, PERSONNEL LEAVING WORK EARLY REGULATION.

IT WAS NOTED, THAT WARDEN BERDANIER INFORMED THE BOARD THAT TODAY THEY HAD THE TRAINING FOR THE USE OF THE RESTRAINT CHAIR TRAINING FOR THE LIEUTENANTS. BERKS COUNTY HAD TOO MANY PROJECTS GOING ON SO HE COORDINATED WITH CARBON COUNTY TO COME DOWN AND HELP US OUT SINCE WE HAVE A GOOD RAPPOR WITH THEM. WE WILL MOVE FORWARD TO FINALIZING OUR WRITTEN POLICY AND THEN HAVE OUR OWN LIEUTENANTS TRAIN OUR LINE STAFF. THE LIEUTENANTS WILL BE THE KEY PERSONS TO INITIATE THE ORDERS AND THEY WILL BE THE INSTRUCTORS DURING AN INCIDENT.

IT WAS NOTED, THAT JUDGE BALDWIN ASKED THE WARDEN IF HE WAS MOVING ON WITH THE ONLINE TRAINING.

WARDEN BERDANIER SAID THAT THE CONTRACTS WERE RECEIVED AND WE WERE WAITING FOR AN ACCURATE INVOICE WITH THE PRICE THAT WAS AGREED UPON. THE TRAINING WILL BEGIN IN JANUARY. WE ARE ALSO WAITING FOR THE SET UP OF THE TIME CLOCK BY THE VENDOR. WE ANTICIPATE THAT HAPPENING WITHIN THE NEXT WEEK OR SO. WE ARE ALSO ANTICIPATING THE INSTALLATION OF THE HOLDING CELL FOOD TRAP DOORS. ALL PARTS HAVE BEEN ORDERED AND THE WHOLE PROJECT SHOULD TAKE ABOUT 6 MORE WEEKS.

SHERIFF GROODY ASKED THE WARDEN IF HE KNEW WHEN THE EMPLOYEES WHO WERE OUT ON EXTENDED MEDICAL LEAVES WOULD BE BACK.

WARDEN BERDANIER SAID THAT ONE OF THEM WILL RETURN TENTATIVELY ON DECEMBER 19, 2013 AND THE OTHER ONE IS STILL GOING THROUGH DOCTOR'S ORDERS AND IS ON A MONTH BY MONTH BASIS. THAT PARTICULAR EMPLOYEE HAS BEEN OFF SINCE JUNE DUE TO AN INCIDENT INVOLVING AN INMATE ACTING OUT AND THE EMPLOYEE WAS INJURED. HE SAID THAT HE IS TRYING TO COORDINATE WITH THE DOCTORS TO GET THE APPROPRIATE INFORMATION AND THE ATTEMPT TO RETURN TO WORK, BUT THERE IS NO TIME TABLE ON IT.

COMMISSIONER HALCOVAGE ASKED THE WARDEN ABOUT THE CERT TEAMS.

WARDEN BERDANIER SAID THAT HE WILL BE WORKING ON THAT AS SOON AS HE IS FINISHED WITH THE TRAINING FOR THE RESTRAINT CHAIR. HE SUGGESTED THAT THE WARDEN WORK CLOSELY WITH PRIME CARE SINCE THEY WILL BE INVOLVED. IT WAS ALSO SUGGESTED TO MAKE SURE THAT HE GIVES THE POLICY FOR THE RESTRAINT CHAIR TO OUR SOLICITOR FOR HIS REVIEW AS SOON AS HE DRAFTS IT.

PERSONNEL COMMITTEE

SHERIFF JOE GROODY, PERSONNEL COMMITTEE CHAIR, STATED THERE WAS NO PERSONNEL COMMITTEE ACTION TO REPORT.

NEW BUSINESS

THERE WAS NO NEW BUSINESS TO DISCUSS.

PUBLIC PARTICIPATION

THERE WAS NO PUBLIC PARTICIPATION.

ADJOURNMENT

THERE BEING NO FURTHER BUSINESS TO DISCUSS, JUDGE BALDWIN ADJOURNED THE MEETING.

ATTEST: _____
SECRETARY