



Prison Board
Don Myers, President
Katie Charlton, Vice President
Jason Renshaw, Secretary
Frank Pitzer
Pat Fabian
Myra L. Miller
James J. Panchik

Jessica M. Hicks, Warden
171 Staley's Courts Road
Kittanning, PA 16201
724-545-9222 Phone • 724-545-9245 Fax
jail@co.armstrong.pa.us

County Jail
COUNTY OF ARMSTRONG

October 20, 2022

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, October 20th, 2022 at 10:30am. Meeting held in the Commissioners' conference room.

Members Present: Commissioner Myers, Commissioner Fabian, Judge Panchik, District Attorney Katie Charlton, Sheriff Frank Pitzer, Controller Miller

Others Present: Warden Hicks, Chief Administrator – A. Poole, Chrissy Creel (Jail)

Absent: Commissioner Renshaw, Deputy Warden Prazenica, Solicitor Miller

Guests: Dennis Phillips (Leader Times)

Commissioner Myers announced that this meeting is being recorded.

APPROVAL OF SEPTEMBER 8TH MINUTES

On a motion by Commissioner Fabian, seconded by District Attorney Charlton and carried unanimously; the minutes for September 8th, 2022 Prison Board Meeting were approved.

APPROVAL OF SEPTEMBER FINANCIAL REPORTS

On a motion by Commissioner Fabian, seconded by District Attorney Charlton and carried unanimously; the Financial Reports for September 2022 were approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Hicks.

On a motion by Commissioner Fabian, seconded by Controller Miller and carried unanimously; the Warden's Report for September was approved.

OLD BUSINESS

1. **Siren Tested on October 20th, 2022**
2. **Lenape – Lowering the Hiring Limits Policy** – Warden stated the new policy has been completed and will be sent to Solicitor Miller for review and should have it ready next month.
3. **Psych Doctor Update** – Warden Hicks stated that Dr. McGorian will be coming to the Jail for a meeting on October 26th to discuss possibly offering her services. Warden Hicks also stated that she has another possible lead on a Dr. from Ford City that may also be interested.
4. **Fire Fighter Work Scheduled** – Warden Hicks stated that they are currently working at the Jail doing the approved work proposal that needed done after their last inspection.
5. **CCR Labels on Boxes Sent Out** - Warden Hicks showed the label recognizing the Jail for being a part of the CCR of Butler project bundle up after the donation of some cardboard boxes that was made last month.

NEW BUSINESS

1. **Staff Trainings** – Warden Hicks stated that the firearms training for the year was completed. The emergency plans training was redone as a computer based training and that was started as well.
2. **Prison Board Solicitor - Invoice** – Solicitor Miller sent in an invoice totaling \$3,344.26. On a motion by Judge Panchik, seconded by Sheriff Pitzer and carried unanimously; to pay Solicitor Miller's invoice of \$3,344.26.
3. **MOU – Franklin County Jail** - Warden Hicks stated that every year they send this for approval just in case Franklin County needed to temporarily house an inmate elsewhere. However, Hicks wanted to bring it to the Board's attention though that they want to charge us \$65.00/day and are requesting they only be charged \$55.00/day. The Board requested Warden Hicks speak to their administration and requested the rate be changed to \$65/day and revisit it next meeting.
4. **GED Program – 3 Student Graduations** - Warden Hicks stated that there were three recent graduates for the GED program.
5. **Proposal for PREA Audit** - Warden Hicks stated that the proposal for the PREA audit is \$3,750.00 all-inclusive. On a motion by Commissioner Fabian, seconded by Controller Miller and carried unanimously; to approve the all-inclusive PREA audit proposal as presented for \$3,750.00.

6. ICSolutions Tablets – Warden Hicks stated that IC Solutions reached out and offered to provide the inmates tablets; one tablet per 2 inmates. The potential benefits for the Jail could be:

- .5cents/minute in revenue for streaming entertainment content such as music, videos, and movies. There would be NO social media on these.
- .25cents/message in revenue such as emails, text, and photos.
- .20cents/minute per calls in revenue.
- West Law could be uploaded on each tablet which would eliminate the scheduling and movement of inmates thru the Jail to use the one computer in the current law library.

The Board discussed issues over the potential safety concerns. Judge Panchik stated that these are more of a luxury item than a necessity. Indiana and Cumberland counties both have the inmate tablets now. The Board would like to get more information and speak to these counties first before making any decision.

7. Housing Indiana County Inmate – Warden Hicks stated that the Jail is currently housing a male inmate for Indiana County at \$55/day at their request. Warden Hicks was going to report that he was no problem but stated that he just received a disciplinary action this morning just before the meeting. Hicks will give an update later.

EXECUTIVE SESSION –

Commissioner Myers called for an executive session at 11:09am for personnel reasons; Motioned by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously.

The Board reconvened from executive session at 12:01pm; Motioned by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously.

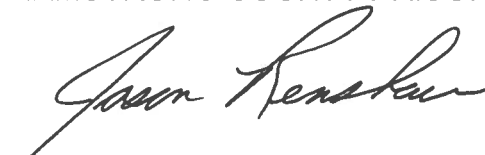
PUBLIC COMMENT – None

ADJOURNMENT

There being no further business, it was motioned by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; the Board adjourned at 12:02 pm.

The next Armstrong County Prison Board meeting will be held on November 10th, 2022 at 8:30am in the Commissioner's Conference room.

ARMSTRONG COUNTY PRISON BOARD



Commissioner Jason Renshaw, Secretary