



Prison Board  
Pat Fabian, President  
Katie Charlton, Vice President  
Tammie Gaff, Secretary  
Don Myers  
Jason Renshaw  
Chase McClister  
Frank Pitzer

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*County Jail*  
**COUNTY OF ARMSTRONG**

**June 8, 2023**

**ARMSTRONG COUNTY PRISON BOARD**

A meeting of the Armstrong County Prison Board was called to order on Thursday, June 8th, 2023 at 8:30am. Meeting held in the Jail's conference room.

Members Present: Commissioner Fabian, Commissioner Renshaw, Judge McClister, District Attorney Charlton, Acting Controller Gaff

Others Present: Warden Hicks, Deputy Warden Prazenica, Chief Administrator Poole, Solicitor Miller

Absent: Commissioner Myers, Sheriff Pitzer

Guests: Dennis Phillips (Leader Times)

Commissioner Fabian announced that this meeting was being recorded.

**APPROVAL OF APRIL 13<sup>th</sup> and MAY 11<sup>th</sup> 2023 MINUTES**

On a motion by Judge McClister, seconded by Acting Controller Gaff and carried unanimously; the minutes for April 13<sup>th</sup> and May 11<sup>th</sup>, 2023 Prison Board meetings were approved.

**APPROVAL OF APRIL and MAY 2023 FINANCIAL REPORTS**

On a motion by Judge McClister, seconded by Acting Controller Gaff and carried unanimously; the financial reports for April and May 2023 were approved.

**WARDEN'S REPORT**

The Warden's Report was presented by Warden Hicks.

On a motion by District Attorney Charlton, seconded by Commissioner Renshaw and carried unanimously; the Warden's reports for April and May 2023 were approved.

## OLD BUSINESS

1. Siren tested on May 11th, 2023 (No meeting)
2. Siren tested on June 8<sup>th</sup>, 2023

## NEW BUSINESS

1. **Staff Trainings** – Warden Hicks stated that all staff were trained on Hospital Duty/Transport and Narcan. This training was held at ACMH in a mock room. It was very beneficial.  
Warden Hicks also stated that the Jail is now in compliance with sending full-time officers to the D.O.C. training academy.  
Warden Hicks also mentioned that Taser training will be scheduled for the Lieutenants and Administration and CPR, report writing, and contraband will be the next trainings for all staff.
2. **Environmental Development Program “EDP” (formerly Garden Club)** – Warden Hicks stated she has changed the name from Garden Club to Environmental Development Program. Lt. Crytzer will oversee this program. Warden Hicks stated that this will be funded by the Inmate Relief Fund (IRF), potential grants, and donations. This program will focus on education, horticulture, and learning different skills that may help the inmates in the future. The inmates chosen will all be cleared for outside details.
3. **Work Release started back up successfully** – Warden Hicks stated that the Work Release Program has resumed. There are some inmates that have outside jobs. Warden Hicks stated that the first item that the inmates were used for was the painting the pool at the Belmont. The inmates did a great job and enjoyed being out and productive.
4. **Mental Health Inmate Returned – Need Comp. Evaluation** – Warden Hicks stated there was a recent mental health inmate released that quickly returned and now requires a competency evaluation. The Jail has been working with the public defender’s office and the state to learn the proper protocols for these evaluations and to move the process faster.
5. **Inmate with serious medical issue was furloughed and on hospice** – Warden Hicks stated that the inmate with the serious medical issue was furloughed and placed on hospice.

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## EXECUTIVE SESSION –

Commissioner Fabian called for an executive session at 8:55am for staffing issues; Motioned by District Attorney Charlton, seconded by Commissioner Renshaw and carried unanimously.

The Board reconvened from executive session at 9:24am; Motioned by District Attorney Charlton, seconded by Commissioner Renshaw and carried unanimously.

**PUBLIC COMMENT** – None.

**ADJOURNMENT**

There being no further business, it was motioned by Commissioner Renshaw, seconded by Acting Controller Gaff and carried unanimously; the Board adjourned at 9:25 am.

The next Armstrong County Prison Board meeting will be held on July 13h, 2023 at 8:30am in the Jail's conference room.

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ARMSTRONG COUNTY PRISON BOARD



Acting Controller Gaff, Secretary