



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

September 14, 2023

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, September 14th, 2023 at 8:30am. Meeting held in the Jail's conference room.

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

Others Present: Warden Hicks, Chief Administrator Poole, Solicitor Miller, Chrissy Creel (Jail)

Absent: Commissioner Myers, Commissioner Renshaw, Sheriff Pitzer

Guests: A.J. Panian - (Leader Times)

Commissioner Fabian announced that this meeting was being recorded.

APPROVAL OF AUGUST 10th 2023 MINUTES

On a motion by District Attorney Charlton, seconded by Acting Controller Gaff and carried unanimously; the minutes for August 10th, 2023 Prison Board meeting were approved.

APPROVAL OF AUGUST 2023 FINANCIAL REPORT

On a motion by District Attorney Charlton, seconded by Acting Controller Gaff and carried unanimously; the financial report for August 2023 was approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Hicks.

On a motion by Judge McClister, seconded by District Attorney Charlton and carried unanimously; the Warden's report for August 2023 was approved.

Warden Hicks made note of the continued staffing issues and mandated overtime for the existing officers. Hicks stated that there were two job fairs were attended to by jail staff but those have yet to result in any qualifying applications. Hicks has also spoke to Lenape again while at the job fair yesterday as well. The few applications she has received, some of them had disqualifying factors such as lack of a driver's license, unable to carry a firearm, or pass a background check. Hicks stated she has spoken to the Union on a possible temporary solution where (if possible and at the Lieutenant's discretion) sending a couple officers home from a mandated shift two hours early. This would involve locking the Jail down early at different times. District Attorney Charlton stated that with the two most recent escapes that have happened in Pennsylvania within the last few months, the staffing issue is very concerning. Charlton stated that one of the talking points on the national news was how jails/prisons across the nation are severely understaffed with a lot of mandates. Charlton stated whatever needs done to help needs done with the safety of the staff, inmates, and community in mind. Commissioner Fabian stated he has received a quote on advertising on the electronic billboards around the county and also stated to possibly reach out to the IUP Law Enforcement Academy and see if any of those students would like to work part-time here at the Jail.

OLD BUSINESS

- 1. Siren tested on September 14th, 2023**
- 2. Clark Services - Update** – Warden Hicks stated they are still working on the cameras and doors and she has cancelled visits until further notice due to the security risk. Hicks stated the inmates have been given one free video visit per week. Hicks stated the project has gone on longer than expected and she has no completion date at this time.
- 3. ICS – Update** – Warden Hicks stated the inmate tablet installation has begun. ICS will be conduction a training for the support staff on September 19th with a completion date of September 20th.

NEW BUSINESS

- 1. Staff Trainings** – Warden Hicks stated there is a 4 hour training coming up at the end of the this month that will cover suicide prevention, P.R.E.A., staff manipulation, contraband, and radio codes. The D.O.C. training academy had to shut down for a week due to a virus outbreak of some sort. That, in turn, pushed the start date back for the next two officers to attend.
- 2. Solicitor Invoice** – Warden Hicks stated there was no invoice submitted to be approved this month.
- 3. Jail Property** - Warden Hicks stated that there is a beaver problem in the dry ponds, which are now full of water. The drain (which has never been cleaned out) has become clogged. The beavers in turn have taken this opportunity to claim the area. Warden Hicks had contacted the game warden who had set up a live trap but with no success. Warden Hicks has contacted an excavation company to clean out the drain, remove some of the brush, and pump out the water that has accumulated in the dry ponds.

EXECUTIVE SESSION –

Commissioner Fabian called for an executive session at 9:05am for staffing issues; motioned by Acting Controller Gaff, seconded by Judge McClister and carried unanimously.

The Board reconvened from executive session at 9:15am; Motioned by District Attorney Charlton, seconded by Acting Controller Gaff and carried unanimously.

PUBLIC COMMENT – None.

ADJOURNMENT

There being no further business, it was motioned by Acting Controller Gaff, seconded by Judge McClister and carried unanimously; the Board adjourned at 9:17am.

The next Armstrong County Prison Board meeting will be held on October 12th, 2023 at 8:30am in the Jail's conference room.

ARMSTRONG COUNTY PRISON BOARD



Acting Controller Gaff, Secretary