



Prison Board
Anthony Shea, President
Katie Charlton, Vice President
Tammie Gaff, Secretary
Pat Fabian
John Strate
Chase McClister
Frank Pitzer

Jessica M. Hicks, Warden
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County Jail
COUNTY OF ARMSTRONG

January 11, 2024

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, January 11th, 2024 at 8:33am. Meeting held in the Jail's conference room.

Members Present: Commissioner Fabian, Commissioner Shea, Commissioner Strate, Judge McClister, Sheriff Pitzer, District Attorney Charlton, and Controller Gaff

Others Present: Warden Hicks, Solicitor Miller (via phone), Aaron Poole, Chrissy Creel (Jail)

Absent:

Guests: A.J. Panian (Leader Times), Josh Walzak (Leader Vindicator)

District Attorney Charlton announced that this meeting was being recorded.

REORGANIZATION OF THE PRISON BOARD

District Attorney Charlton opened nominations for President.
Commissioner Shea volunteered to be Prison Board President.
With no other nominations, District Attorney Charlton closed nominations.

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; to appoint Commissioner Shea as Prison Board President.

District Attorney Charlton opened nominations for Vice President.
District Attorney Charlton volunteered to remain as Prison Board Vice President.
With no other nominations, District Attorney Charlton closed nominations.

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; to keep District Attorney Charlton as Prison Board Vice President.

District Attorney Charlton opened nominations for Secretary.
Controller Gaff volunteered to be Prison Board Secretary.
With no other nominations, District Attorney Charlton closed nominations.

On a motion by Commissioner Fabian, seconded by Commissioner Shea and carried unanimously; to appoint Controller Gaff as Prison Board Secretary.

2024 Prison Board

President – Commissioner Shea

Vice President – District Attorney Charlton

Secretary – Controller Gaff

APPROVAL OF DECEMBER 14th MINUTES

On a motion by Commissioner Fabian, seconded by District Attorney Charlton and carried unanimously; the Prison Board minutes for December 14th, 2023 were approved.

APPROVAL OF DECEMBER 2023 FINANCIAL REPORT

On a motion by Commissioner Fabian, seconded by District Attorney Charlton and carried unanimously; the financial report for December 2023 was approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Hicks.

On a motion by Commissioner Fabian, seconded by District Attorney Charlton and carried unanimously; the Warden's report for December 2023 was approved.

OLD BUSINESS

- 1. Siren tested on December 14th, 2023**
- 2. Body Scanner** – Warden Hicks stated she has received several quotes for the body scanner itself and the maintenance agreements. The Board deemed this absolutely necessary. There was much discussion on how to pay for this with the opioid settlement money, grants, or the Inmate Relief Fund (with proper justification) are a few possible options. Commissioner Fabian suggested for Warden Hicks to reach out to other Wardens to see what means they used to pay for their scanner.

On a motion by Sheriff Pitzer, seconded by Katie Charlton and carried unanimously; to move forward with purchasing a body scanner contingent upon funding.

- 3. Clark Services – Update** – Warden Hicks stated that most of the work has been completed. They are still working on some issues.

NEW BUSINESS

1. **Staff Trainings** – Warden Hicks stated that one of the Lieutenants completed the Taser instructor training. One officer has returned from the D.O.C. training academy. The Jail was unable to send another officer to their next class due to the state filling it with their own trainees. Defensive tactics training is scheduled for next month.
2. **Solicitor Invoice** – Warden Hicks stated there was one invoice totaling \$1,200.00.

On a motion by Commissioner Fabian, seconded by Commissioner State and carried unanimously; to pay the solicitor's invoice of \$1,200.00.

3. **Dr. Jacobson contract signed / Quote for** - Warden Hicks stated that Dr. Jacobson did sign the contract. Hicks did ask Dr. Jacobson for three quotes for malpractice insurance. Jacobson has had some difficulty finding more than one company due to various reasons. One of which the insurance companies do not want to take on the liability of a correctional facility. Jacobson has received one yearly quote for \$11, 041.00.

On a motion by Commissioner Fabian, seconded by Commissioner Strate and carried unanimously; to move forward with Dr. Jacobson and get him started as soon as possible.

4. **Armstrong, Clarion, Indiana Drug & Alcohol** - Warden Hicks wanted to recognize and thank them for getting a grant to pay for 20 cases of drug tests that include the fentanyl strip. This is 500 drug tests. This saved the Jail \$3,595.00.

EXECUTIVE SESSION

Commissioner Shea called for an executive session at 9:05am for personnel issues; motioned by Commissioner Fabian, seconded by Commissioner Strate and carried unanimously.

The Board reconvened from executive session at 9:17am; motioned by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously.

PUBLIC COMMENT – Commissioner Fabian stated that while he and his fellow Commissioners toured the Jail last week, he saw some fantastic artwork that had been done by the inmates. Fabian later attended the Armstrong Arts Council meeting last night and suggested the potential for some artist instructors to come to the Jail for the inmates and then maybe display their artwork at the Artisan's fair coming up in May.

ADJOURNMENT

There being no further business, it was motioned by Commissioner Fabian, seconded by Commissioner Strate and carried unanimously; to adjourn at 9:24am.

The next Armstrong County Prison Board meeting will be held on February 8th, 2024 at 8:30am in the Jail's conference room.

ARMSTRONG COUNTY PRISON BOARD



Stummie Gaff
Controller Gaff, Secretary