



Prison Board
Anthony Shea, President
Katie Charlton, Vice President
Tammie Gaff, Secretary

Pat Fabian
John Strate
Chase McClister
Frank Pitzer

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County Jail
COUNTY OF ARMSTRONG

July 11, 2024

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, July 11th, 2024 at 8:31am. Meeting held in the Jail's conference room.

Members Present: Commissioner Shea, Commissioner Fabian, Commissioner Strate, District Attorney Charlton, and Controller Gaff

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

Absent: Judge McClister, Sheriff Pitzer

Guests: A.J. Panian (Leader Times), Humane Officers Chris O'Donnell and Susan Clark

Commissioner Shea announced that this meeting was being recorded.

APPROVAL OF JUNE 13TH, 2024 MINUTES

On a motion by District Attorney Charlton, seconded by Commissioner Fabian and carried unanimously; the Prison Board minutes for June 13th, 2024 were approved.

APPROVAL OF JUNE 2024 FINANCIAL REPORT

On a motion by District Attorney Charlton, seconded by Commissioner Fabian and carried unanimously; the financial report for June 2024 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 June 2024 was approved.

OLD BUSINESS

1. **Siren tested on July 11th, 2024**
2. **Clark Cameras – Wrapping up minor names** - Warden Hicks stated there are some minor items that still need addressed. Hicks also mentioned the door person still needs to fix some issues as well. There have been some scheduling issues which have caused multiple delays in the completion of this project. Commissioner Fabian recommended Solicitor Miller send a formal letter with a punch list to both companies that these items need fixed as soon as possible.

NEW BUSINESS

1. **Staff Trainings** – Warden Hicks stated that the nursing supervisor, along with a Lieutenant from the Jail, taught a contraband class at ACMH. Hicks stated that the nursing supervisor has also begun her wound care certification class as well. Also, one officer is currently at the D.O.C. training academy.

2. **Solicitor Invoice** – Warden Hicks stated there was one invoice for \$4,267.50.

On a motion by Commissioner Fabian, seconded by Commissioner Strate and carried unanimously; to pay the solicitor's invoice totaling of \$4,267.50.

3. **Diploma Program Commencement Service** - Warden Hicks stated there was another inmate that earned their diploma and a commencement service was held.
4. **Interagency Cooperation – Humane Officer/Pod Puppies** – Humane Officers Clark and O'Donnell did a presentation on the benefits of partnering with the Armstrong County Jail doing a prison-based dog training program (PDP) called PAWsitive Changes. This is not a new program. In 2018, approximately 255 PDP's existed across 47 states with the numbers growing. Pennsylvania has the most participation with 25 different facilities currently participating. The PDP would pair animals with inmates to train and prepare them for adoption. The inmates would receive animal care and handling training. Animals and supplies would be provided. Warden Hicks stated she highly recommends this to the Board. There was a very lengthy discussion about legalities, funding, union approval, etc.

On a motion by District Attorney Charlton, seconded by Commissioner Strate and carried by Commissioner Shea, Commissioner Strate, District Attorney Charlton, and Controller Gaff, with Commissioner Fabian opposing; to approve the PAWsitive Changes program contingent upon approval of the county's insurance company.

5. **Policies to be approved** – Warden Hicks updated several policies – 1-21, 1-22, 1-23, 1-24, 1-28, 1-29, 1-31, 1-31a, 1-32, 1-33, 1-34, 1-37a.

On a motion by Commissioner Fabian, seconded by District Attorney Charlton and carried unanimously; to approve the updated policies - 1-21, 1-22, 1-23, 1-24, 1-28, 1-29, 1-31, 1-31a, 1-32, 1-33, 1-34, 1-37a per Solicitor Miller's recommendation.

EXECUTIVE SESSION

None

PUBLIC COMMENT


None

ADJOURNMENT

There being no further business, it was motioned by Commissioner Fabian, seconded by Commissioner Strate and carried unanimously; to adjourn at 9:40am.

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

ARMSTRONG COUNTY PRISON BOARD



Controller Gaff, Secretary