



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

August 8, 2024

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, August 8th, 2024 at 8:30am. Meeting held in the Jail's conference room.

Members Present: Commissioner Shea, Commissioner Strate, Sheriff Pitzer, and Controller Gaff

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

Absent: Commissioner Fabian, Judge McClister, District Attorney Charlton

Guests: Dennis Phillips (Leader Times)

Commissioner Shea announced that this meeting was being recorded.

APPROVAL OF JULY 11TH, 2024 MINUTES

On a motion by Sheriff Pitzer, seconded by Controller Gaff and carried unanimously; the Prison Board minutes for July 11th, 2024 were approved.

APPROVAL OF JULY 2024 FINANCIAL REPORT

On a motion by Sheriff Pitzer, seconded by Controller Gaff and carried unanimously; the financial report for July 2024 was approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Hicks.

On a motion by Commissioner Strate, seconded by Sheriff Pitzer and carried unanimously; the Warden's report for July 2024 was approved.

OLD BUSINESS

1. **Siren tested on August 8th, 2024**
2. **Clark Cameras – Update** - Warden Hicks stated that when the mention of our Solicitor sending a letter to finish the work as soon as possible, the camera and door companies both reached out immediately and everything has been fixed other than some door buttons that were the wrong ones that now create an echo call into Central. Those new buttons have been ordered.
3. **PAWsitive Changes Program – Any Updates** – Warden Hicks stated that the county's insurance company was ok with everything and they are only waiting for the copy of the MOU (Memorandum of Understanding) and the inmate and staff waivers to be completed. Hicks also spoke to the state inspector that inspected the Jail this year and he saw no problems either. He said this was a great pilot program as this will be the first county facility in the state to do this. There are currently 24 state facilities already doing this but not at the county level.

NEW BUSINESS

1. **Staff Trainings** – Warden Hicks stated that Act 47 and Trauma Informed Care training has been completed with all the staff. One officer is currently at the DOC training academy. Hicks stated there will be one more sent this year and then the state has closed off the remainder of the year to train state officers only.
2. **Solicitor Invoice** – Warden Hicks stated there were two invoices totaling \$1,575.00.

On a motion by Sheriff Pitzer, seconded by Controller Gaff and carried unanimously; to pay the solicitor's invoice totaling \$1,575.00.
3. **Jail Air Conditioning** - Warden Hicks stated the air conditioning in the units have been fixed. It is still warm to some but it is working. However, Hicks stated that the staff areas are not working right. Those problems are being looked into more to see what needs to be done.
4. **Inmate Security or Bladeless Fans for Cells**– Warden Hicks stated she thought about purchasing fans out of the IRF fund for the inmates to rent. Hicks wants to purchase 50 fans with a cost not to exceed \$4,000.00. Hicks stated even if the inmates only rented half (25) per week, the fans would be paid off within four months. Hicks stated after four months then it is all revenue. The Board agreed to table until next month after a solicitor review.
5. **Prison Society Victory – FCC Backs Family Connection** – Warden Hicks wanted the Board to know that because of a recent case in Dauphin County the commission from phone and video visits are being capped beginning January 1st, 2025. This means for this Jail it will go from .25 cents/min. down to 12 cents/min. Hicks stated this will be a big hit to the Inmate Relief Fund (IRF). Hicks stated this is why she was trying to come up with different ideas to recoup some of that revenue loss by suggesting the fans.

6. **Transportation for Inmates AICDAC and a Local Church** – Warden Hicks stated that Armstrong, Indiana, and Clarion Drug & Alcohol Commission are providing the Re-entry Coordinator bus passes specifically for inmates with drug and alcohol problems who do not have transportation upon their release. The bus goes to CareerLink located right up over the hill three times a day. Also, Harvest Community Church will also be providing bus passes to all the other inmates needing transportation upon release. Hicks stated transportation shouldn't be a problem in the future.
7. **Old Medications found in Medical** – Warden Hicks stated the maintenance department found a stack of meds and cigarette butts hidden in the ceiling above the medical supervisor's office from 2015. Hicks stated there is no way to prove what staff member hid these as this was clear back in 2015.

EXECUTIVE SESSION

Commissioner Shea called for an executive session at 9:02am for personnel issues; motioned by Controller Gaff, seconded by Commissioner Strate and carried unanimously.

The Board reconvened from executive session at 9:31am; motioned by Commissioner Strate, seconded by Sheriff Pitzer and carried unanimously.

PUBLIC COMMENT

None

ADJOURNMENT

There being no further business, it was motioned by Sheriff Pitzer, seconded by Commissioner Strate and carried unanimously; to adjourn at 9:32am.

The next regular Armstrong County Prison Board meeting will be held on September 12th, 2024 at 8:30am in the Jail's conference room.

ARMSTRONG COUNTY PRISON BOARD


Controller Gaff, Secretary