

Minutes

MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL July 21, 2025, Gunzburger Building

CALL TO ORDER - Paul Heimel, Chair

ROLL CALL –Members Stephen Minor, Kevin Siska, Paul Heimel, Nancy Grupp, Robert Rossman, all present. Member Andy Watson, absent. Warden Angela Milford, Deputy Warden Ricky Hurler and Administrator Jessica Giebel, all present.

PUBLIC COMMENTS ON AGENDA ITEMS – Bryan Phelps stated his opposition to any plans that might be considered to close the jail and send Potter County detainees and inmates to out-of-county facilities.

MINUTES – April 4, 2025; K. Siska moved to approve; R. Rossman seconded; all in favor. S. Minor and N. Grupp abstained.

GUEST SPEAKERS – none

REPORT FROM WARDEN –

- There are currently 28 inmates, 2 work release, 2 females in other facilities.
- The Warden has also been discussing with Potter County Drug & Alcohol Services Administrator Crystal Thomas steps that can be taken to increase participation in D&A treatment programs.
- Some 16 inmates are on psychotropic medication. Two are receiving Medication-Assisted Treatment. Warden Milford said she has been discussing with the jail therapist, Dawn Dovensky, some options for revising medication policies.
- D&A and church services are being provided on a regular basis
- Dependency and Parenting group offered
- Department of Corrections jail inspection was held but report has not been completed
- Corrections Officers had training to update CPR and First Aid skills.

COMMITTEE REPORTS –

Personnel Committee: N. Grupp proposed that the Personnel Committee and Potter County Human Resources initially screen candidates applying for the Warden vacancy after advertisements have been placed, and then recommend those who are the most qualified for interviews with the full Jail Board.

Facilities Committee: R. Rossman reported that cost estimates on roof repairs at the jail are approximately \$100,000

Operations/Policies & Procedures: P. Heimel gave an update on the schedule and plan with the upcoming Corrections Consultants visit

OLD BUSINESS – none

NEW BUSINESS –

Annual Election of Officers; August 2025-July 2026: P. Heimel expressed his reluctance to serve a fifth term as board chair, noting that with better leadership the board might become more effective, and members might become more involved. S. Minor moved that the current slate of officers be retained for another year: P. Heimel/Chair, K. Siska/Vice Chair, N. Grupp/Secretary; N. Grupp seconded. All in favor.

Retirement notification from Warden Angela Milford, effective Sept. 1, 2025. Board members expressed their appreciation to Warden Milford for her 30 years of service, starting as a Corrections Officer, followed by Deputy Warden and Warden. K. Siska moved to approve; N. Grupp seconded. All in favor.

STEPPING UP/RE-ENTRY COALITION UPDATE: Thomas Patterson, Potter County Human Services Administrator, reviewed the Re-entry Coalition's progress and asked for support of the PCHS efforts to ensure that inmates have a comprehensive re-entry plan in place prior to their release. He also asked for a broader variety of data from the Beacon Software jail management system, which would help PCHS measure effectiveness of services and support state and federal grant requests.

GENERAL DISCUSSION – The Chair recognized Bryan Phelps who discussed concerns about the evaluation of the upcoming jail and possible closure as a result of the review. Sheriff Siska expressed concerns of the amount of inmates on psychotropic meds and process of how they receive such meds. The Warden relayed that Dawn Dovensky recommends inmates in need to the psychiatrist.

EXECUTIVE SESSION – Members adjourned for an executive session to discuss personnel.

RETURN TO PUBLIC SESSION: 11:15 am

NEXT MEETING – Aug. 8, 2025 – noon

ADJOURNMENT – K. Siska moved; R. Rossman seconded; all in favor.