

Minutes

MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL August 8, 2025, 12 noon; Gunzburger Building – Auditorium

CALL TO ORDER – Kevin Siska, Vice Chair

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT ON AGENDA ITEMS - (limited to 3 minutes per person)

MINUTES – July 21, 2025 N. Grupp moved to approve; R. Rossman seconded; all in favor.

REPORT FROM WARDEN

- There are currently 21 inmates, with two on work release. Three females are being held in other facilities. Some 12 individuals on medications; 9 on psychotropic medication and seeing the psychotherapist.
- Received the preliminary inspection from the Pa. Dept. of Corrections and will address findings within 30 days, after which time the DOC will issue its final inspection report.
- Officers will be completing in-house trainings this month on transports and searches of inmates and facilities.
- Warden Milford and Deputy Warden Hurler will be participating in the re-entry meeting this month.

COMMITTEE REPORTS –

Operations/Policies & Procedures: S. Minor reported that an updated policy for tablet use is in the works.

OLD BUSINESS --

NEW BUSINESS – Warden vacancy, effective Sept. 1, 2025 – to be discussed in executive session.

STEPPING UP/RE-ENTRY COALITION - No report.

GENERAL DISCUSSION - *(issues, concerns, suggestions by members)*

S. Minor questioned where the Jail Nurse Contract stood. R. Rossman confirmed that one application was received to fill the vacancy created by Nurse Valerie Tinder's resignation.

EXECUTIVE SESSION – Members adjourned for an executive session at 12:07 pm to discuss personnel.

RETURN TO PUBLIC SESSION - 12:25 pm

S. Minor moved to appoint Sheriff Kevin Siska as Interim Warden; R. Rossman seconded; all in favor; K. Siska abstained. He will continue in his role as Sheriff.

S. Minor moved to recommend to the Potter County Salary Board a \$10,000 a year salary for the Interim Warden position; N. Grupp seconded; all in favor; K. Siska abstained.

NEXT MEETING – September 5, 2025

ADJOURNMENT R. Rossman moved to adjourn; N. Grupp seconded; all in favor.