

Minutes

MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL November 7, 2025; noon; Gunzburger Building - Auditorium

CALL TO ORDER - Paul Heimel, Chair

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL Members Kevin Siska, Andy Watson, Paul Heimel, Nancy Grupp, Robert Rossman; present. Recording Secretary Paige Barroqueiro, Deputy Warden Ricky Hurler, and Jail Nurse Rachel Baker; present. Member Stephen Minor; absent. Administrator Jessica Giebel; Absent

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

MINUTES –

8/8/2025 Vote: N. Grupp, R. Rossman, A. Watson, K. Siska– Aye; P. Heimel – Abstain. Motion carries.

9/5/2025 Vote: R. Rossman, N. Grupp, A. Watson, K. Siska, P. Heimel – Aye Motion carries.

GUESTS

REPORT FROM WARDEN/DEPUTY

- There are currently 31 inmates, 4 work release, and 5 females in other facilities.
- Some 23 inmates are on medication. 1 is receiving Medication-Assisted Treatment and 13 are seeing the psychotherapist
- 10 Officers completed training to be instructors in hostage/situational awareness. Deputy Warden Hurler participated in multiple trainings including Pennsylvania Prison Warden Training, CCAP Buddies to Bosses, Pennsylvania County Corrections in Harrisburg, and CD3 glove training.
- A re-entry meeting with Beacon Software was held on September 23, and coordination with IT is underway to set up a computer in the control room.
- Jail Nurse Rachel Baker has been able to take everything over smoothly.
- Interim Warden Siska noted that Deputy Hurler provided pepper spray training to two of his deputies.

RE-ENTRY SERVICES/STEPPING UP UPDATE – Patrick Harris, PCHS

- P. Harris explained that adding a computer to the control room will allow Corrections Officers to enter information in real time, reducing the need for the Warden and

Deputy to track it down. This live data will also support the re-entry program in determining how to better assist individuals after release. He further reported that three individuals have been placed in the re-entry rental units, with a fourth placement expected soon. Harris noted that these placements have shown a higher success rate compared to other alternatives.

COMMITTEE REPORTS

Personnel – N. Grupp reported that the board’s request for additional full-time Corrections Officer positions was approved by the Salary Board. The Jail has since hired two full-time officers who are scheduled to begin on Monday. These additions are expected to help reduce overtime and alleviate staff burnout.

Facilities – R. Rossman reported that he is working with Zito to secure new televisions for the Jail, which will be funded through the technology fund. He also noted that the department is exploring options for body cameras. K. Siska added that maintenance is working on suggestions for getting a roof put over the sallyport.

Operations/Policies & Procedures – P. Heimel reported that himself and Judge Minor met with Encartele. Representatives are not yet comfortable with the computer data use rates. Discussions will continue.

OLD BUSINESS –

NEW BUSINESS

- Julia Alday, PIMCC/Cost Management Plus Inc., presented the organization’s Medical Review Report covering activity from March through October 2025. Savings to the county in outpatient services through the involvement of Cost Management Plus totaled \$29,159.60. Ms. Alday discussed a new billing associate taking over at Cost Management, credit for returned medication, and pharmacy updates.
- Warden Siska requested to purchase new radios. When he became interim Warden he found that the radios were inadequate and he requested a quote for new ones. He requested 8 new radios and 8 back-up batteries. A. Watson motioned to approve \$14,000 out of the technology fund to cover the entire project including licensing and encryption. N. Grupp seconded, R. Rossman, P. Heimel – Aye; K. Siska – Abstain.

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

EXECUTIVE SESSION –Discussion of personnel. At 1:26PM the executive session ended and regular meeting reconvened

NEXT MEETING – Oct 3, 2025

ADJOURNMENT- K. Siska motioned to adjourn; A. Watson seconded; all in favor.