

## MINUTES

### **MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL April 10, 2026; noon; Gunzburger Building – Front Conference Room**

CALL TO ORDER - Paul Heimel, Chair at 12:05 pm

#### MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT ON AGENDA ITEMS - *(limited to 3 minutes per person)*-none

MINUTES – February 6, 2026; K. Siska moved to approve; R. Rossman seconded; all in favor.

#### GUEST SPEAKER –

--Two representatives from Ophelia discussed options for providing Medication-Assisted Treatment services in the jail. Ophelia offers a way to streamline MAT services that meet treatment requirements, alleviate the need for the inmate to leave the jail, and facilitate treatment after release. Online consultations are conducted and Ophelia works with the local pharmacy to provide prescriptions in a timely and cost-effective manner. A drafted contract between Ophelia and the County of Potter is under discussion by the County Solicitor and the Ophelia legal team.

--Kirsten Bostjancic with PIMCC presented the Quarterly Report for November 2025 through March 2026. Over the quarter there has been a cost savings of \$987.36. The medical expense for the PIMCC year was \$68,432.82 with a realized savings of \$2,885.99. In January 2026 reminders were sent out to have updated policy and procedures within facilities. Also in January 2026, Cost Management Plus was made aware of Potter County's decision to switch to a local pharmacy as of March 1, 2026, and Diamond Pharmacy was made aware. Cost Management will continue to generate invoices based on the new pharmacy. Between Diamond Pharmacy, Coudersport Pharmacy, and McKean Pharmacy, \$7690.14 was billed and a credit \$544.59 was realized.

#### REPORT FROM WARDEN/DEPUTY WARDEN

- There are currently 31 male inmates, 1 housed in McKean County, 3 performing community service, and 3 on work release.

- Some 26 inmates are on medication. 2 are receiving Medication-Assisted Treatment and 13 are seeing the psychotherapist through telepsychiatry.
- Officers completed the “Stop the Bleed” training and are to complete trainings on fire drills and stress management in April. Deputy Warden Hurler attended the Pennsylvania County Corrections Association Conference last month which covered litigation trends and CCAP updates including lessons learned from an escape in Chester County escape.
- One officer completed Academy training this month and another will be attending later this month.
- Deputy Warden Hurler has started eating lunch with the inmates periodically to hear their input.

Deputy Hurler gave a report on some of the data he compiled from the Beacon Software jail management system. Dating back to 2023, 381 people have been booked into the jail. Some 94 have returned to confinement back; 74 came back a second time; 17 came back three times; came back four times and one came back five times. Chair Heimel commented that Potter County’s recidivism rate is about half the national average and attributed some of the success to the implementation of criminal justice and corrections reform measures.

#### RE-ENTRY SERVICES/STEPPING UP UPDATE

- Human Services Administrator Thomas Patterson noted that the Re-Entry Coalition is running strong and the team will hold next meeting soon. Communication with the Stepping Up program has been ongoing to get a plan to move forward with staffing changes.

#### COMMITTEE REPORTS -

--Personnel – Commissioner Grupp reported on discussion held among board members about the need to fill the jail warden vacancy, as Sheriff Siska’s tenure as Acting Warden is winding down. ~**Action**~ R. Rossman moved to recommend to the Board of Commissioners that Deputy Warden be promoted as Warden, effective May 1, 2026. S. Minor seconded; all in favor.

Commissioner Grupp also noted that Deputy Warden Hurler should work with Human Resources to begin the process of filling the Deputy Warden position.

--Facilities – Sheriff Siska reported that, per the recommendations of the Corrections Consultants, he is requesting up to \$2,000 from the jail’s Tech Fund to purchase a new key control box. ~**Action**~ K. Siska moved to approve; S. Minor seconded; all in favor.

--Operations/Policies & Procedures – Commissioner Heimel expects the committee to have a report on the Encartele contract for phone and internet/data services at the May meeting.

#### NEW BUSINESS –

Deputy Warden Hurler requested to use Tech Fund money to purchase appreciation gifts for the Corrections Officers, up to \$1,000 ~**Action**~ R. Rossman moved to approve; N. Grupp seconded; all in favor.

## PERSONNEL-

- Resignation: Brett McKerverey, FT Correction Officer, effective 2/5/2026
- Promotion: Patrick Potter, PT to FT Correction Officer, effective 3/2/26
- Promotion: Nicholas Phelps, PT to FT Correction Officer, effective 3/2/26
- ~**Action**~ R. Rossman moved to approve; K. Siska seconded; all in favor.

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

Sheriff Siska mentioned that another suggestion of Corrections Consultants was to improve morale by recognizing an Officer of the Month and issue challenge coins. He will provide details at a future meeting.

NEXT MEETING – May 1, 2026

ADJOURNMENT ~**Action**~ N. Grupp moved; K. Siska seconded; all in favor.