

Minutes

MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL Feb. 4, 2022, Gunzburger Building

CALL TO ORDER - Paul Heimel, Chair

ROLL CALL – Members Andy Watson, Glenn Drake, Nancy Grupp, Barry Hayman, Paul Heimel, all present. Judge Stephen Minor, absent. Administrator Jessica Giebel, present. Warden Angie Milford, present.

PUBLIC COMMENT ON AGENDA ITEMS – Dawn Dovensky asked for an update on the Telepsychiatry Services Contract. She as advised that the matter would be discussed later in the meeting.

MINUTES --

Jan. 7, 2022 Reorganizational meeting; A. Watson moved to approve; N. Grupp seconded; all in favor

Jan. 7, 2022 Business meeting; B. Hayman moved to approve; A. Watson seconded; all in favor

REPORT FROM CHAIR --

Chairman P. Heimel introduced the guest speaker and provided background on the services that would be offered.

GUEST SPEAKER – *Keith Wentz, Risk Management Director/CCAP*

Mr. Wentz detailed cost-free services available for PCoRP members that have jails. These include a Risk Management Assessment provided by legal counsel with experience in corrections issues and recent litigation. He said attorney Marie Jones would work directly with the warden on processes and policies and would visit the jail for inspection and review. Jail Board members could also be involved, Mr. Wentz advised. This could complement the upcoming Pa. Bureau of Corrections review. The Risk Management Review has been provided in 21 county jails/prisons so far, and another eight in the works. PCoRP also overs a Human Resources Risk Management Assessment with a focus on jail personnel and management policies.

Action -- A. Watson moved to engage PCoRP to conduct the Jail Risk Management Assessment. B. Hayman seconded; all in favor. The board noted that the HR Risk Management Assessment proposal will be reviewed at a future meeting.

OLD BUSINESS –

--B. Hayman shared findings from his review of jail policies and procedures and cited examples of areas that require updating and/or revisions. He noted that the PCoRP Risk Management Assessment will likely pinpoint many of the same areas for closer review.

NEW BUSINESS – n/a

REPORT FROM WARDEN –

--Warden Milford advised that Telepsychiatry Services that will be provided through a contract ratified by the Jail Board at an earlier meeting have been slowed by questions over the provider's start-up fees. Board members took no action, noting that contract still requires approval by the Potter County Board of Commissioners, during which time the start-up costs can be clarified.

--There are 32 male inmates in the jail; 2 serving their time on weekends; 8 females being held in other jails; and 3 males who are on work release.

--UPMC Cole was contacted to provide COVID-19 vaccines or booster shots requested by inmates.

--Narcotics Anonymous continues to hold monthly meetings at the jail. A Way Out is providing parenting and child relationship classes.

--A Pa. Bureau of Corrections inspection is scheduled, beginning with the submission of documents to the inspector on issues such as grievances and health care. After reviewing responses to the inspector's findings, an on-site inspection will be scheduled.

GENERAL DISCUSSION –n/a

EXECUTIVE SESSION – 12:55 pm

--Members adjourned for a session to discuss personnel and legal matters. Upon return to the business meeting at 1:10 pm, Chairman Heimel reported that there will be no action taken.

NEXT MEETING – March 4, 2022, noon

ADJOURNMENT – N. Grupp moved; A. Watson seconded; all in favor.