

Minutes

MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL March 1, 2024, Gunzburger Building

CALL TO ORDER - Paul Heimel, Chair

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

PUBLIC COMMENTS - none

MINUTES – January 16, 2024; A. Watson moved to approve; N. Grupp seconded; all in favor.

REPORT FROM WARDEN-

Warden Milford provided a written report. Jail population stands at 23, with three serving on weekends, and six females being held in other counties' jails. Computer tablets that were provided for inmates' use through the county's contract with Encartele have seen frequent use, Ricky Hurler, hired to fill the Deputy Warden vacancy, will begin his service on March 4. Among his initial responsibilities will be a review of the jail's Policies and Procedures Manual. Balance of revenue that is available to Potter County through Encartele's billing of inmates/detainees at the jail now stands in excess of \$30,000.

REPORT FROM CHAIR-

Commissioner Heimel noted that the Jail Board has not yet adopted a policy for how the revenue generated by the Encartele contract is to be expended. He noted that one suggestion was that a portion be used to help pay for telephone and/or internet access for prisoners who cannot afford the services. Judge Minor and District Attorney Watson said they would like more information about how the tablets are being used. Commissioner Heimel will ask Warden Milford to respond at the April 5 Jail Board meeting.

Commissioner reported that Potter County Human Services (PCHS) Administrator Thomas Patterson and Mental Health Services Director Kayla Wright are conferring with subject matter experts to determine the types of data that can be generated from the Beacon Software Jail Management System. They will work with jail management to program the system to track information on recidivism, mental health/addiction issues and other categories.

Commissioner Heimel also said he will be presenting a blueprint for a new Jail Board committee structure at a future meeting, based on a review of best practices from other counties.

GENERAL DISCUSSION-

District Attorney Watson suggested that the Warden or Deputy Warden be directed to meet with law enforcement representatives to clarify procedures for police to serve warrants at the jail.

Sheriff Siska asked the board to authorize him to enlist the services of Warden Milford to transport female prisoners to and from other jails/prisons. Judge Minor moved to approve. Commissioner Rossman seconded; all in favor.

EXECUTIVE SESSION-

Public meeting was temporarily adjourned to discuss litigation.

PUBLIC MEETING REOPENED AT 1:09 PM.

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

NEXT MEETING – April 5, 2024 - noon