

Minutes

MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL November 5, 2021, Gunzburger Building

CALL TO ORDER - Paul Heimel, Chair

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT ON AGENDA ITEMS –

Dawn Dovensky inquired on what constitutes a quorum on voting matters that come before the board since Treasurer Krista Miller has declined to participate in Jail Board activities, resulting in a six-member panel that could result in a 3-3 tie vote. She was informed that four of six votes would have to be affirmative in a six-member roll call in order for a motion to be approved.

MINUTES – October 1, 2021 – S. Minor moved to approved, G. Drake seconded; all in favor

GUEST SPEAKER –

--Julia Alday, PIMCC/Cost Management Plus Inc., presented the organization's Medical Review Report covering activity from April through October 2021. Savings to the county in outpatient services through the involvement of Cost Management Plus totaled \$27,510.57. Ms. Alday discussed trends in the provision of medication and psychiatric services for jail inmates, as well as recent training activities, pharmacy updates, and the county's contracts for physician and nurse services.

--Susan Kefover, Executive Director, The Fund for Northern Tier Development, shared details on a grant application submitted for a possible workforce development initiative in the Potter and Tioga County jails. Job training services would be provided, potentially through a mobile classroom, to equip inmates with the knowledge and skills that would qualify for them for local jobs.

Program administrators would also work with local employers to develop the training modules. Federal funds are being sought to pay for a feasibility study.

OLD BUSINESS –

--Latest draft of a contract for telepsychiatry services at the jail was reviewed. Warden Milford reported that representatives from Bedford, Columbia, Tioga, Mifflin and Wayne counties were satisfied with the service providers. Board members raised concerns about some of the contract's elements related to start-up costs and the county's up-front financial obligation. Warden Milford advised she would work with Julia Alday (PIMCC/Cost Management Plus Inc.) to complete the start-up checklist so the exact cost could be determined as well as revise the document to the point that it can be reviewed by Solicitor Tom Shaffer for Jail Board action at its Dec. 3 meeting.

NEW BUSINESS –

--Commissioner Heimel has available for Jail Board members examples of Best Practices in the areas of county jail websites, corrections officer recognition programs, and procedures that some county jail administrators are using to solicit suggestions or other input from staff, inmates and the public.

REPORT/UPDATES; WARDEN ANGELA MILFORD

--Current jail census is 41, with 7 on work release and 1 engaged in community service. The jail is holding 4 out-of-county inmates. There are 10 Potter County females being held by contract in other jails.

--A Narcotics Anonymous meeting was held on Oct. 23 with one inmate attending.

--COVID-19 coronavirus vaccines were administered to five inmates and one corrections officer.

--The warden said she is investigating training options for corrections officers and will keep board members apprised.

--Potter County's IT Department has set up technology to accommodate GED training.

--Warden Milford and the jail's contracted mental health therapist, Dawn Dovensky, commented that a very high proportion of jail inmates have either mental health and/or addiction issues.

--The warden sought clarification on how grievance procedures and employee disciplinary matters are to be handled now that the county has a Jail Board.

Board members will seek clarification from County Solicitor Tom Shaffer. She also noted that new checks will need to be ordered and signing authority determined.

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

Concerns were expressed by board members on the adequacy of liability insurance that covers them as Jail Board members. Administrator Jessica Giebel will seek clarification from the county's liability insurance carrier (PCorp) as well as Solicitor Shaffer and report back to the board.

EXECUTIVE SESSION – *(if warranted)*

--Meeting in executive session, the board discussed a personnel matter. At 1:26 PM the executive session ended and regular meeting reconvened

NEXT MEETING – December 3, 2021

ADJOURNMENT – S. Minor moved; B. Hayman seconded; all in favor.