

A meeting of the Fayette County Prison Board was held on Wednesday January 25, 2012 at 9:15 A.M. in the Commissioner's Conference Room, Uniontown Pa.

Roll call was done and the following members were present:

**Sheriff Gary Brownfield
Commissioner Vince Zapotosky
Commissioner Angela M. Zimmerlink
Jeanine Wrona
District Attorney Jack Heneks**

Others in Attendance:

**Warden Brian Miller, Warden
Barry Croftcheck, Deputy Warden
Dominick Carnicella, Felice &Asso.** **Liz Zemba, of the Tribune Review
Jennifer Harr, of the Herald Standard**

Moment of Silence:

Pledge of Allegiance:

Public Comment: none

Moved by Commissioner Vince Zapotosky and seconded by District Attorney Jack Heneks to approve the minutes for the December 20, 2011 meeting.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Ambrosini and seconded by Commissioner Zimmerlink to approve the bills for January of 2011.

Commissioner Zapotosky had a concern of cost for HIV medication for the 3rd quarter, any of those individuals fall under the DPW reimbursement will only provide for inpatient care, though traditionally DPW beneficiary does receive inpatient and outpatient coverage.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Population Report: Read by Brian Miller

Currently the prison is housing 238 males, 27 females for a total population of 265 individuals. There are 7 males & 14 females rented out to Greene County for a total of 21 at a cost of \$50.00 per inmate per day.

Sheriff Brownfield said at this time no one can be moved to the state facility.

Officer Meals:

Warden Miller stated they poled other county prisons which 12 counties responded to the survey. Out of the 12 facilities 2 do not provide meals for the staff. He said the decision from the board would be whether or not the county will provide the meals or the guards will be permitted to buy.

Sheriff Brownfield said a recommendation can be made to the Commissioners so they can make the final decision. He stated they should be given the opportunity to eat at the prison or to pay for it.

Dominick Carnicella Human Resource Director said there was a Labor Management Meeting last week in which this was one of the topics that were discussed; we spoke to the union about their thoughts on how many of their

employees utilize a free meal service. Mr. Carnicella was told by the union that not many of their employees take advantage of the free meal service.

Sheriff Brownfield stated the prison is getting billed for 126 meals.

Mr. Carnicella said he is not familiar with the contract itself.

Commissioner Zapotosky said they are billing us regardless if they take advantage of the service or not which falls back onto the provider.

Jeanine Wrona said this type of billing began in 2010 and at some point it was agreed upon from someone at the prison & the company.

Commissioner Zapotosky stated the reality the company has chosen, based on some type of statement that was made between the company and the prison that they bill a fixed amount, which was not included in the contract. If we would continue these services we need to discuss with the company what the charge would be per meal and then make a decision on whether or not it will be provided by the county or the employee.

Mr. Carnicella said 11 county prisons that contacted him back on a survey he conducted, replied they do provide employees with meals free of charge.

Mike Hicks Union Representative commented in regards to the meal issue, the meals have been a long standing issue at the prison and for the longest time we brought our own meals, though if you got mandated to stay over your shift the kitchen would supply a meal. When the cooler were removed, that caused a problem that was negotiated and was agreed with the county. The issue is if our officers want to bring their meals or want to pay for them; some individuals do not want to eat out of the kitchen, so the officer could have a choice, either to bring their meal in to there post, have it searched and eats during the chores of the day.

Warden Miller stated Deputy Warden Croftcheck agreed to have Canteen Food Services supply the 126 meals be made for the employees, also Deputy Zavada made the decision to remove the coolers, which were not being used.

He said he wouldn't have a problem with Canteen affording the CO's a meal at the cost of \$1.60 per day, so if the guard wants to eat out of the kitchen they pay the \$1.60 per meal and for those individuals who don't want to purchase their meals

can bring their meals in a clear plastic container or clear plastic bag and eat in the break room, which there is a refrigerator provided.

Commissioner Ambrosini stated if the prison is paying for these meals that practice should stop.

Moved by Commissioner Zapotosky and seconded by District Attorney Heneks to maintain the current structure of pursuant to the regulations regarding the bringing in of food to the prison in clear plastic bags and that any meals that are obtained from the kitchen issued by the Canteen Group should be paid out of pocket.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Medical Co- Pays:

Commissioner Zapotosky said to Warden Miller, we had received a excel spread sheet in December 2011 which had an amount listed on it and we were informed that there would be an additional report which there wasn't because that was the month that we started collecting. He stated he spoke with Ron Dellarose RN,BSN,Health Service Administrator, and it was not as clear cut as we thought. It was regarding the ability to receive these co pays and some of your concerns that we have regarding the inmates.

Mr. Dellarose stated over the summer of 2011 it was discussed about the co pays for the inmates however I was never instructed to provide any information until the prison was put in place. He added he would provide who the inmates were that saw the doctor or nurse; it was the prisons responsibility through the county. We did make recommendations as far as how our company compares to other prisons. The decision on how things get charged, and what is charged for is the county's decision, however our recommendation was that we charged in most of our contracts, we had a set charge to see the doctor also a set charge to see the nurse or

dentist also prescription renewals. He said things we did not charge for were people who had chronic conditions. Inmates that wanted to see the Doctors for aches and pains that is where the co pays came in. He said he was in discussion with Warden Miller and Deputy Warden Croftcheck against the accounting ability which hasn't been set up until December.

Commissioner Zapotosky said currently as of January 1, 2012 we are charging the co pays.

Warden Miller said it was December 2011.

Commissioner Zapotosky stated we have implemented now to do this consistently over a 12 month period.

Warden Miller said the computers are not hooked up yet, though we are tracking it on an excel spread sheet on another computer.

Mrs. Wrona asked why it wasn't tracked sooner, possibly for the rest of the year, why did we just start in December tracking it which was a year after the policy came in.

Warden Miller stated the computers at that time were suppose to be up and running. He added the computers we are specking of are actually work stations which there are 2 or 3 stations to be upgraded and we are waiting now for the completion of the server unit. All the information from the server currently had to be downloaded to the new server & according to the IT Department it will be completed loading at or before the end of January 2012.

Warden Miller added with the medical co pays we don't charge every person that comes through the door medical co pays because there are inmates in the prison that have a chronic illness. If we did charge them for every time they go to the doctor, the inmate won't go. Then we will be transporting them to the hospital and then the bill well be extremely high.

Commissioner Zimmerlink said the county and Prime Care has set up the co pays system to make it work so that the inmate does pay but is not deterred from seeking health care.

Audit Report:

Mrs. Wrona stated we don't have it, Cory Johnson from Z&A wanted to meet with the Commissioners & the Prison Board to review audit report though was unable

Personnel:

Moved by Commissioner Zimmerlink and seconded by Commissioner Zapotosky to approve the resignation of Tammy Skidmore part time Corrections Officer effective January 6, 2012.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zimmerlink and seconded by Commissioner Zapotosky to approve the resignation of Adam Sabota part time Corrections Officer effective January 10, 2012.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Mr. Carnicella announced approximately 65 application were tested and 24 past the test. He said we interview the top 10 and have recommendations for 6 regular part time employees and 1 temporary part time employee, to cover the time period

where we have individuals off on military leave; also there is 1 promotion of a part timer to place in a full time position.

Moved by Commissioner Zapotosky and seconded by Commissioner Ambrosini to approve the promotion of Kimberly Cumberland to be hire as a full time Corrections Officer effective January 25, 2012 at \$17.58 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zimmerlink and seconded by Commissioner Zapotosky to approve Jessie Olblanb to be hire as a part time Corrections Officer effective January 29, 2012 at a starting salary of \$15.62 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zapotosky and seconded by DA Jack Heneks to approve Angelina Ellis to be hire as a part time Corrections Officer effective January 29, 2012 at a starting salary of \$15.62 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zimmerlink and seconded by DA Jack Heneks to approve Nickolas Covert to be hire as a part time Corrections Officer effective February 5, 2012 at a starting salary of \$15.62 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zapotosky and seconded by Sheriff Gary Brownfield to approve Bryan Antol to be hire as a part time Corrections Officer effective February 12, 2012 at a starting salary of \$15.62 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zapotosky and seconded by Sheriff Gary Brownfield to approve Matthew Myers to be hire as a part time Corrections Officer effective February 06, 2012 at a starting salary of \$15.62 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by DA Jack Heneks and seconded by Commissioner Zapotosky to approve Andrew Homer to be hire as a part time Corrections Officer effective February 13, 2012 at a starting salary of \$15.62 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zapotosky and seconded by DA Jack Heneks to approve David Bryson to be hire as a temporary part time Corrections Officer effective February 21, 2012 at a starting salary of \$15.62 per hour.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes

Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Executive Session Requested:

Moved by Commissioner Zimmerlink and second by DA Jack Henicks to break for an executive session, requested by the Human Resource Department.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Moved by Commissioner Zapotosky and seconded by Commissioner Ambrosini to return to regular meeting

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

Sheriff Gary Brownfield stated an individual was suspended for a period of (5) five days and was schedule to work over a holiday so the individual lost pay for 6 ½ days, an Executive Session was not required.

Public Comment:

Libby Hedges stated she has concerns about the operations of Fayette County Prison relating to the line item budget for Legal Services, Legal Expenses , Defending Law Suits that have been filed against Fayette County & the prison either for assaults, civil rights violations.

Commissioner Zapotosky said we have that in our line item under the liability coverage which this year is \$600,000 for the entire county under PCorp. This does not include the \$25,000 deductibles.

Ms. Hedges asked about a line item budget which states inmate welfare expenses at (0) zero. She also asked if veterans are hired in the prison and at this time how many employees are veterans.

Commissioners Zapotosky explained we participate in the veteran's preference acts, so any applicant that is qualified that is a veteran would receive preference in the hiring process.

Mrs. Hedges asked if Sate Inspections are announced or not.

Warden Miller told Ms. Hedges they are announced.

Ms. Hedges inquired about incident reports, she said she was informed the board is notified of every action that takes place and documented then forwarded to the prison board. She also questioned about applicants concerning their before employed.

Warden Miller explained 96 hours of in house training and 24 hours of annual training in house also 160 hours of training at the Department of Corrections Training Academy in Elizabethtown, Pa.

Mr. Hicks wanted to make the prison Board aware that there was an officer that said he resigned & the statement he made was he did not resign. There is a grievance pending in order to get his job back. He was hired as a part time for two years and the week he was going to get hired full time, something happened

where he got compensations with the warden and was misconstrued that he resigned, the board was notified that he did resign the job at that time was pasted over . He did go to unemployment and was denied.

Commissioner Zapotosky said this issue is in the grievance process at the present time.

Warden Miller stated there are also discrepancies with the week end inmates.

Mr. Hicks informed the Prison Board there have been officers assaulted by inmates throwing feces & urine on them. He asked how charges can be filed against the inmate.

Sheriff Gary Brownfield stated they will get arrested for assault or aggravated assault.

Warden Miller said there are charges being filed and the County Detective is involved.

Mr. Hicks stated showers for the staff members are needed.

Warden Miller stated there is a shower in the prison, also a private area for them to change their clothes.

Mr. Hicks commented about not having public phones available for the officer's use, there was a verbal order put out, no incoming or outgoing calls to be made.

Mr. Carnicella said this is a labor management issue and this is not a violation to the contract, this was brought up at the last labor management meeting and as far as he knew it was resolved by the business agent. Phones are accessible to contact anyone needed within the prison. Though you're not allowed to make personal calls, but if there is to be a need for an emergency call or someone calls in related to an emergency, they will make arrangements for that person to take that phone call.

Commissioner Zapotosky stated the prison is a different environment. Cell phones are prohibited within the facility, and that is a policy issue concerning security.

Mr. Carnicella stated if a emergency occurs at any time, officers are able to go to the front office to make a call.

Sheriff Gary Brownfield stated if an emergency call comes in for an employee, they will be notified.

Commissioner Zapotosky said when you start your shift, it is a shift that goes from start to finish which the employee is compensated and for security purposes there are limitations as to what you can and cannot do, officers know those limitations upon the beginning of their employment, based or orientation.

Mr. Hicks stated there are some cameras & monitors that have not worked for a year.

Warden Miller explained there are ongoing issues with the cameras; they are out dated and old, although they are fixed as fast as they can possibly be fixed. We have been looking at different camera systems that can be installed at a reasonable rate which there are 2 or 3 alternatives, at this time we are checking into. Currently the camera system is operating on DVR`s to properly monitor the prison, we would need 9 DVR recorders at a cost of \$2300 to \$2500 per unit; there is an alternative which is a server computer that can be purchased for less than a third of that cost which is being looked at also

Commissioner Zimmerlink told the Warden to meet with Kebin Holbert IT Director & get all options, then present them to the Commissioners so we can earmark funds for the system.

Moved by Commissioner Zapotosky and seconded by Commissioner Ambrosini to adjourn meeting.

On the Roll Call vote was:

Sheriff Gary Brownfield	yes
Commissioner Vince Zapotosky	yes
Commissioner Angela M. Zimmerlink	yes
Jeanine Wrona	yes
DA, Jack Heneks	yes

Motion Carried Unanimously

