

Call to Order:

A meeting of the Fayette County Prison Board was called to order on Wednesday, April 24, 2013 at 9:15am at the Fayette County Prison, Uniontown, Pennsylvania 15401 by Sheriff Brownfield.

Roll Call:

The Following Board Members were Present at the Time of Roll Call:

Sheriff Gary Brownfield, Controller Sean Lally, Commissioner Alfred F. Ambrosini, and Commissioner Zapotosky

The Following Board Member was Present after Roll Call:

District Attorney Jack Heneks

The Following Board Member was absent at the Time of Roll Call:

Commissioner Angela M. Zimmerlink

Moment of Silence

Pledge of Allegiance

Public Comment:

None

Approval of March 2013 Meeting Minutes:

Moved by Commissioner Zapotosky, Seconded by Controller Sean Lally, to Approve the March 2013 Meetings Minutes:

- Sheriff Brownfield** - **Aye**
- Controller Lally** - **Aye**
- Commissioner Ambrosini** - **Aye**
- Commissioner Zapotosky** - **Aye**
- Commissioner Zimmerlink** - **Absent**
- District Attorney Heneks** - **Absent**

Motion Passed Unanimously

Approval of April 2013 Bills:

Sherriff Brownfield asked if there is anything outstanding.

Prison Business Manager Jack Loughry answered no.

Commissioner Zapotosky stated a few meetings ago it was discussed to provide the visitors a covering for bad weather. He asked if anything was done concerning it.

Commissioner Ambrosini said he thinks it was mentioned to Bob Carson, has not reviewed anything, but will touch base.

Commissioner Zapotosky stated he would not like to see anyone exposed to bad weather while waiting to see their loved one. He said the cost should be affordable.

Warden Brian Miller said he spoke to Bob Carson about putting in two or three handicap parking spots in the courtyard as well as a covering.

Sherriff Brownfield stated years ago a gazebo could have been built at no cost to the county but did not happen.

Commissioner Zapotosky stated Bob Carson will have to be reached. He then asked if the camera systems are needed. He said if they are needed than to look at ones that can be converted if the prison is moved to another facility. It is his understanding that cameras have been located and necessary video equipment needs to be looked at.

Warden Brian Miller said the company that they have been in contact with said the cameras could be moved.

Commissioner Zapotosky stated he don't want to have any exposure to liability by having an area uncovered.

Sherriff Brownfield said it was brought to his attention that the cameras were removed from the second floor.

Commissioner Zapotosky stated the cameras provide protection for the inmates as well as the staff, especially with the complaints that have been received.

Union President/Corrections Officer Mike Hicks said for some reason the cameras were taken off the second floor.

Commissioner Zapotosky stated that is a liability issue.

Sherriff Brownfield asked the Warden to put that at the top of his list.

Moved by Commissioner Zapotosky, Seconded by Controller Lally, to Approve the April 2013 Bills:

Sheriff Brownfield	-	Aye
Controller Lally	-	Aye
Commissioner Ambrosini	-	Aye
Commissioner Zapotosky	-	Aye
Commissioner Zimmerlink	-	Absent
District Attorney Heneks	-	Absent

Motion Passed Unanimously

Population Report:

Warden Brian Miller said the year started out at 256, in January and February it went up to 278, and in March it went down to 238. In April it really increased. There are a total of 251 inmates (220 Males and 31 females) housed in Fayette County Prison and a total of 62 inmates (45 Males and 17 Females) housed in Greene County Prison. Right now Greene County will not accept any more inmates. They are having criminal court. Any inmates that need sent out will have to go to Cambria County.

Sherriff Brownfield asked about Westmoreland.

Commissioner Zapotosky stated it was cheaper.

Warden Brian Miller said Westmoreland is \$78 a day per inmate and Cambria is \$55.

Commissioner Zapotosky said last year the cost was \$900,000. \$700,000 to Greene and a couple hundred thousand to others.

Commissioner Zapotosky stated the taxpayer's need to understand Fayette is supplementing Greene County's budget.

Controller Lally said this month the cost was \$93,000.

Commissioner Zapotosky said with a push of summary warrants the numbers will increase.

Warden Brian Miller stated Fayette is getting them out as soon as they can.

Sherriff Brownfield said the people working on the study of the new prison is doing a great job and moving right ahead.

Commissioner Ambrosini stated the Prison Working Group is working on plans to implement programing inside and outside of the potential new structure to help people. Secondary is a facility that can implement those programs. The four groups within the Working Group are working on the individual elements. Enough data has been collected so far that a timeline can be made. That will be discussed at next month's meeting. We are developing programs or ideas that will help the people of Fayette County. Currently different sites are being looked at for the location of the new county correctional facility. Controller Lally is doing a good job working on the financial aspects for paying for that facility. By the time the planning is done, it should be wrapped up this year or the first quarter of next year. We should have a contract by next year and have a facility in operation by the end of 2015.

Commissioner Zapotosky commended Commissioner Ambrosini on forming the Prison Working Group with participation from the outside. He said it is not just about building a new facility but having the programing in place for a successful adult reporting center and the utilization of grants, if available. The first one is for APO purposes; training and prevention. The second one for the JPO; early intervention.

Commissioner Ambrosini said there are a lot of people in Fayette County Prison who are sentenced for less than 23 months and can be helped. There is a study of process called Kohlberg's Study that talks about why people make bad decisions and in a lot of cases it's not one bad decision but a series of them. If enough bad decisions are made then trouble will happen. The day reporting center is an opportunity to help these people and help them to understand why it is they have made these bad decisions. There are a lot of influences like family, associates, and lack of moral understandings. They can be taught and counseled to get back on track instead of returning to prison. That is one of the many aspects, others are mental health, rehab, and various other things. He and the working group are excited about the newer interventions that can help people, unfortunately the current facility doesn't allow much of that. Different techniques, corrections officers, and supervisory methods will be changed to make the facility safer for inmates and corrections officers. There are a lot of opportunities for improvement with the new facility.

Commissioner Zapotosky stated there have been many studies done to inform the county what is needed, for those who say the prison is not needed.

Controller Lally said the group he has established is taking on a life of its own. He has had three calls this week with people wanting to join the Prison Working Group. Some of the people have masters, MPA's, and professional management experience. They are very educated and he is excited for them to step into the group and offer their assistance.

Sherriff Brownfield stated in 2001 or 2002 the former Board of Commissioners conducted a study which was costly at the time. In 2010 the prison population tripled to what it is now.

Commissioner Ambrosini said he read that study and anytime a study is conducted the past is looked at. The future also has to be assumed but the assumptions were inaccurate. The population of Fayette County was also estimated but was missed by thinking it would go up, but it went down. The population decreasing makes people desperate. Population has went down by 20,000 people since 1990 because there is not enough work which caused them to migrate outside the county. There are many avenues of corrective help that needs to be pursued.

Commissioner Zapotosky stated he would like to thank the courts, Judge Wagner, former President Judge Capuzzi, and the court administrator. They have been working well with the Prison Working Group.

Court Administrator:

Not Present

Warden Brian Miller stated the court administrator is not here but he did speak to her yesterday. There was a motion made at the last prison board meeting for a group to work on the policies and procedures from Berks County. He would like to make a motion to amend the motion to state the court administrator office and the prison will work on those policies and procedures and forward their findings to the HR department.

Commissioner Zapotosky added that the Berks County Policies and Procedures are very extensive and a lot of it may not be applicable at this time. If something is found to not be applicable it should not necessarily be stricken, it should be held until it is applicable. It should not be reduced to nothing, it should be kept intact as much as possible. Hopefully as the board progresses, a lot of those policies and procedures will be applied to new programs and potential new facility.

Commissioner Ambrosini added it was made very clear by the state department of corrections that Berks County is the gold standard in policies and procedures. He doesn't think anyone can argue with that. He agrees with Commissioner Zapotosky that the board should not strip it down to where they are unrecognizable. The policies and procedures should be adopted that are important to the county now and mark the others ones in reserve until they are needed.

Warden Brian Miller said he has been in contact with Berks County in the last few weeks and they have been very helpful.

Sherriff Brownfield asked if a motion is needed.

Commissioner Ambrosini stated he thought at the last prison board meeting there was a team similar to a committee that that was going to review the policies and procedures.

Warden Brian Miller said there was but the board needs to revamp the committee to the prison and court administrator's offices.

Commissioner asked in addition to the courts and the prison, who is involved.

Commissioner Zapotosky stated the union should be involved.

Sherriff Brownfield said to let the record reflect District Attorney Heneks is present. He said there were statements made by CO's, given to the deputy warden and no action was taken.

Commissioner Zapotosky stated he imagines the only application that needs to be reviewed is pertaining to the CBA and any issues relating to the Berks County policies and procedures manual that have direct application to the language of current collective bargaining agreement from the county of Fayette and the United Mine Workers of America. Anything above and beyond that should be subject to any memorandum of agreement.

Commissioner Ambrosini said he agrees. The union in reviewing procedures that are recommended by the policies and procedures committee. He asked if Mike if that sounded appropriate.

Union President/Corrections Officer Mike Hicks answered sure but would like to add his opinion.

State Constables:

Sherriff Brownfield stated the state constables are not present.

Warden Brian Miller stated there was an issue that came about last week. An inmate that was sent to the UPMC Pittsburgh hospital and then transferred to Shadyside. There is a big problem when it comes to hospital duty. This was spoke about two years ago and would like it brought back up. He would like to utilize the state constables by working at the hospital. There is a problem because if someone is in Pittsburgh hospital (male or female) they can only work a 12 hour shift because they cannot go over a 16 hour period unless there is an emergency situation. The first few days are ok but then no one wants to continue to drive to Pittsburgh and overtime is being paid.

Commissioner Zapotosky said he is briefly familiar with this but his suggestion is to have a former draft of a proposal that can be reviewed by the solicitors for liability purposes, the controller for cost efficiently, and the union for their support. Security is another matter. He knows the constables are licensed but do they have the certification to do this type of monitoring. He would like to see more details and believes Tammy Lambie supports this.

Warden Brian Miller confirmed yes.

Commissioner Zapotosky asked if this is for the hospital stays outside of county that requires two or three days. He said the county is paying the CO's and would now be paying the constables to do the same thing.

Controller Lally asked if the proposal is on an hourly rate.

Warden Brian Miller answered yes and stated if corrections officer is paid overtime they receive \$30 per hour.

Commissioner Zapotosky said there could be a rotation of CO's to offset the stress levels.

Commissioner Ambrosini stated the CO's might work more on a contract type basic. That's how the constables work now. The biggest question is the liabilities.

Controller Lally said he thinks it is a million per incident.

Warden Brian Miller stated currently there are constables employed by the county.

Commissioner Ambrosini asked if other than the hospital stays, are there any other possibilities where the constables would be used.

Warden Brian Miller answer they would likely only be used for the hospitals.

Sherriff Brownfield asked how often that occurs.

Warden Brian Miller answered you could have three in a week or zero in a few months.

Sherriff Brownfield asked how many full-time workers there are.

Warden Brian Miller answered 15.

Sherriff Brownfield said the last two pay period has \$39,000 in overtime. Part-time workers may be needed.

Controller Lally stated constables are 1099 employees that carry liability insurance per their contract with Fayette County.

Commissioner Ambrosini said the amount of coverage the constables have may need to be looked at. Mike stated in the past, if constables could not be reached then correction officers would go.

Commissioner Zapotosky said there are over 7,000 summery warrants.

Commissioner Ambrosini stated the motion he made that was approved last time, unanimously, was to adopt the Berks County prison procedures including general procedures, standard operating procedures and inmates account procedures. Department manuals are subject to review by committees designed by the board and that committee will recommend to the prison board for approval of those procedures in a timely manner. As he recalls, the people who were on that list are courts, prison and he volunteered to be on it as well. He can't recall if there is anyone from APO on there and asked Nicole to review type for complete list of volunteers. He said Mike would likely agree with him when he says the union should be involved in setting policies and procedures for the county. They can certainly review them and provide comments.

Sherriff Brownfield said it will be tabled.

Commissioner Ambrosini agreed.

Sherriff Brownfield reminded Warden Brian Miller to see if part-time workers are needed.

Warden stated he wanted to thank Judge Leskinen for releasing an inmate from the county's custody to reduce a huge financial burden.

Personnel:

Human Resource Director Dominick Carnicella stated there are two items to discuss with possible disciplinary action in executive session.

Executive Session:

Moved by Commissioner Zapotosky, Seconded by Controller Lally, to Enter Into an Executive Session:

Sheriff Brownfield	-	Aye
Chief Deputy Controller Wrona	-	Aye
Commissioner Ambrosini	-	Aye
Commissioner Zapotosky	-	Aye
Commissioner Zimmerlink	-	Absent
District Attorney Heneks	-	Aye

Motion Passed Unanimously

Regular Session:

Sherriff Brownfield said there were no discussions or actions taken during the executive session. There will be a possible discipline action taken and there are other matters which will now be discussed in public.

Human Resource Director Dominick Carnicella said to please consider the request to extend a personal leave of absence for corrections officer Jessica Goode through the end of May 2013.

Moved by Commissioner Zapotosky, Seconded by Sherriff Brownfield, to extend a Personal Leave of Absence for Corrections Officer for Jessica Goode till 29th of May and to also Request During that Period of Time Any and All Medical Information Concerning Ms. Goode's Ability to Return to Work to be Provided to the County.

Sheriff Brownfield	-	Aye
Chief Deputy Controller Wrona	-	Aye
Commissioner Ambrosini	-	Aye
Commissioner Zapotosky	-	Aye
Commissioner Zimmerlink	-	Absent
District Attorney Heneks	-	Aye

Motion Passed Unanimously

Public Comment:

None

Adjournment:

Moved by Commissioner Zapotosky, Seconded by Sherriff Brownfield, to Adjourn the Meeting:

Sheriff Brownfield	-	Aye
Chief Deputy Controller Wrona	-	Aye
Commissioner Ambrosini	-	Aye
Commissioner Zapotosky	-	Aye
Commissioner Zimmerlink	-	Absent
District Attorney Heneks	-	Aye

Motion Passed Unanimously