

April 25, 2011

A meeting of the Prison Board was held on Wednesday April 13, 2011 at 9:00 A.M. in the Conference room of the Fayette County Commissioners Office, Fayette County, Uniontown, PA

**Roll call was done and the following members were present:**

**Sheriff Gary Brownfield  
Commissioner Vince Zapotosky  
Controller Sean Lally  
District Attorney Jack Heneks**

**Others in Attendance:**

<b>Warden Brian Miller</b>	<b>Amy Revak, of the Herald Standard</b>
<b>Dominick Carnicella, Felice Assc. Clerk of Courts, Janice Snyder</b>	<b>Michelle Horan, of the Prison</b>
<b>Court Administrator, Karen Kuhn</b>	<b>Joel Sean Bush, Prison</b>
<b>Craig Konopa of 911</b>	<b>Colleen Sutherland, Records</b>
<b>Liz Zemba, of the Tribune Review</b>	<b>Elaine, of the Clerk of Courts</b>
	<b>Kebin Holbert, IT Department</b>

**Coming In during the meeting:**

**Commissioner Vincent A Vicites**

**Absent from the meeting:**

**Commissioner Angela M. Zimmerlink**

**Public Comment:**

A Discussion was held by all the individuals listed above regarding warrants and the need for hard copies. In the discussion, a plan of action was put into place where as the Prison is in the process of obtaining new computers, and staff will be trained to utilize the program for warrants. Last training for this program in the prison was years ago. It was determined that 911 has already performing some of the back up on this program due to the police speaking with the call center. They have the capabilities of printing and faxing hard copies of the warrants for the prison intakes. It was also discussed that the Booking Center will be the last back up for any computer issues; they too can be connected to the program and will have the capabilities of printing and faxing to the prison. Everyone involved will be trained by someone in the Clerk of Courts office or by the Records office on how to use and read the system. Commissioner Zapotosky wants every employee who is trained to have a document placed into their employee file stating the date that the training took place.

Motion made by Controller Sean Lally and seconded by Commissioner Vince Vicites to back date Prison Guard Aaron Hanchek's official Hire date to December 16, 2009

**On the Roll Call vote was:**

<b>Sheriff Gary Brownfield</b>	<b>yes</b>
<b>Commissioner Vince Zapotosky</b>	<b>yes</b>
<b>Commissioner Vincent A Vicites</b>	<b>yes</b>
<b>Controller Sean Lally</b>	<b>yes</b>
<b>District Attorney Jack Heneks</b>	<b>yes</b>

**Motion Carried Unanimously**

Motion made by Controller Sean Lally and seconded by Commissioner Vincent A Vicites to adjourn meeting.

**On the Roll Call vote was:**

<b>Sheriff Gary Brownfield</b>	<b>yes</b>
<b>Commissioner Vince Zapotosky</b>	<b>yes</b>
<b>Commissioner Vincent A Vicites</b>	<b>yes</b>
<b>Controller Sean Lally</b>	<b>yes</b>
<b>District Attorney Jack Heneks</b>	<b>yes</b>

**Motion Carried Unanimously**

Meeting Adjourned

hjs