



Prison Board
Don Myers, President
Katie Charlton, Vice President
Jason Renshaw, Secretary

William, J. Rupert
Pat Fabian
Myra L. Miller
James J. Panchik

Phillip M. Shaffer, Warden

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County Jail
COUNTY OF ARMSTRONG

October 2021

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, October 14th, 2021 at 8:34am. Meeting held in the Warden's Conference Room.

Members Present: Commissioner Myers, Commissioner Fabian, District Attorney Katie Charlton, Controller Miller, Judge Panchik,

Others Present: Warden Shaffer, Deputy Warden Hicks, Deputy Warden Knox, Chief Administrator – A. Poole, Madison Veri

Absent: Solicitor Miller, Sheriff Bill Rupert, Commissioner Renshaw

Guests: Abby Karg (Leader Times), Kami Anderson (Executive Director of Drug and Alcohol Commission)

Commissioner Myers announced that this meeting is being recorded.

APPROVAL OF SEPTEMBER MINUTES

On a motion by District Attorney Charlton, seconded by Judge Panchik, and carried unanimously; the minutes for September 9th, 2021 Prison Board Meeting were approved.

APPROVAL OF SEPTEMBER FINANCIAL REPORTS

On a motion by District Attorney Charlton, seconded by Judge Panchik, and carried unanimously; the Financial Reports September 2021 were approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Shaffer.

Warden Shaffer stated the jail staffing is at an all-time low. Commissioner Myers asked if the jail had any interview or application candidates. Warden Shaffer said no but we do have two trainees. Deputy Warden Hicks said there is one individual coming in today for a physical and fingerprinting.

Warden Shaffer also wanted to recognize the Lieutenants and Deputy Warden Hicks for all contributing with central booking. Especially on Sunday's for public fingerprinting.

Commissioner Myers wanted to note the Collective Bargaining Agreement for the officers has official been settled. The starting rates for part time and full time will hopefully draw applicants in.

On a motion by District Attorney Charlton, seconded by Judge Panchik, and carried unanimously; the Warden's Report for October was approved.

OLD BUSINESS

A. Siren Tested on October 14th, 2021

NEW BUSINESS

Staff Trainings – Firearms certifications were completed for all staff except for the employees that were off those days. Lieutenant Solada was very happy with how well the employees performed. Suicide prevention training was completed by Brenda. Warden Shaffer said she did a great job and created a very informative power point. Warden Shaffer wanted to compliment all staff for helping cover shifts in order to complete the trainings. Deputy Warden Hicks wanted to specifically compliment Deputy Warden Knox for doing a great job scheduling during the trainings.

Deputy Warden Knox said the jail has been hosting a training this week through TJA Academy. They are certifying two of our lieutenants to become defensive tactics and OC trainers. As of now, Deputy Warden Hicks is the only employee certified to instruct this course. After training is completed, there will be a total of three instructors for this course. Employees from other jails spanning across the state are also at Armstrong County Jail attending the training. This is the last mandatory training for the year. Warden Shaffer did want to mention there were items introduced in the defensive tactics training that would be useful to have at the jail to increase safety for the officers and increase security overall at the jail.

- A. MAT Expansion Grant - Kami Anderson** – Kami first wanted to recognize Warden Shaffer as a champion for recovery for his collaboration and starting the MAT program in the jail. Kami said they have been awarded another year grant for the jail's MAT Program. In order to receive the grant, they must change or expand the grant in some way. This year, they would like to introduce sublocade in replacement of buprenorphine. Buprenorphine is dissolvable strip the inmates take twice a day. The sublocade is an injection inmate's would receive once every 30 days and produce the same effects of buprenorphine. This would completely avoid diversion. Warden Shaffer said he is very excited about this because it would avoid diversion. It would also eliminate the med tech positions. Warden Shaffer said Dr. Grooms is also on board with this idea.

On a motion by District Attorney Charlton, seconded by Controller Miller, and carried unanimously; to accept the changes to the MAT Program.

- B. C.E.R.T. Shakedown of Facility** – Deputy Warden Knox wanted to give a current update on the C.E.R.T. team. The team had a meeting to become organized, set up communication, and set goals for the rest of the year and next year. A shakedown was performed in September with six C.E.R.T. members along with Deputy Sheriff Brice and Blak. After the shakedown, 5 inmates were moved to lock up due to minor or major contraband. Deputy Warden Knox said there is a lot left to do and there are staff needing additional trainings but is hopeful to keep the team for next year. Warden Shaffer wanted to compliment Deputy Warden Knox with his work on C.E.R.T.
- C. November 2021 Prison Board Date Change** – Next Prison Board meeting will be held on Wednesday, November 10th because November 11th is a county holiday.
- D. Policy 1-21 - Headcounts** – After solicitor review, Policy 1-21 satisfies all minimum requirements of Title 37. Deputy Warden Hicks said this policy has not been updated since 2004 and we have got a new Beacon system since then. Headcounts then had to be changed so policy is being changed to reflect that.

On a motion by Commissioner Fabian, seconded by Controller Miller, and carried unanimously; accept the changes for Policy 1-21.

- E. Policy 1-28 - Red Zones** – After solicitor review, Policy 1-28 satisfies all minimum requirements of Title 37. Deputy Warden Hicks said this policy is updating red zones in the jail. Red zones are areas inmates are not allowed at all or not allowed without with an escort or without restraints. Room names were also changed.

On a motion by Commissioner Fabian, seconded by Controller Miller, and carried unanimously; accept the changes for Policy 1-28.

- F. Prison Board Solicitor Invoice** – Solicitor invoice totals \$3,263.53 from August 12th to September 23rd.

On a motion by Controller Miller, seconded by Commissioner Fabian, and carried unanimously; to pay the Solicitor invoice.

EXECUTIVE SESSION – No executive session

PUBLIC COMMENT – None

Commissioner Myers stated next Prison Board meeting will be located in the Commissioner's Conference Room because Corrections Solutions Group is coming to present to the board. They will be presenting things they could help us with and can answer any questions we have. Warden Shaffer asked if they could send us their material before the meeting to be prepared with questions.

Commissioner Fabian wanted to compliment the Warden, the Deputy Wardens, and the rest of the staff for dealing with all of the obstacles and staffing issues over the past year and a half. He said the

jail stepped up and did a great job. He is hoping more people will apply with the new contract. Commissioner Myers asked if there were advertisements made for the new wages. Warden Shaffer said he approved the last ad Audrey sent this morning him this morning.

ADJOURNMENT

There being no further business, it was motioned by District Attorney Charlton, seconded by Commissioner Fabian and carried unanimously; the Board adjourned at 9:04 AM.

The next Armstrong County Prison Board meeting will be held on November 10th at 8:30am in the Commissioners Conference Room.

ARMSTRONG COUNTY PRISON BOARD



Commissioner Jason Renshaw, Secretary