



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

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

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County Jail
COUNTY OF ARMSTRONG

November 2021

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Wednesday, November 10th, 2021 at 8:31am. Meeting held in the Commissioner's Conference Room.

Members Present: Commissioner Myers, Commissioner Fabian, Commissioner Renshaw, District Attorney Katie Charlton, Controller Miller, Judge Panchik, Sheriff Bill Rupert,

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

Absent: Solicitor Miller

Guests: Abby Karg (Leader Times), David Stanfield (Chief Operating Officer), John Forren (President), Michael Curley (Director), Thomas Mackie (Facility Warden), Mike Halleck (Columbiana County Commissioner)

Commissioner Myers announced that this meeting is being recorded.

APPROVAL OF OCTOBER MINUTES

On a motion by Commissioner Fabian, seconded by Controller Miller, and carried unanimously; the minutes for October 14th, 2021 Prison Board Meeting were approved.

APPROVAL OF OCTOBER FINANCIAL REPORTS

On a motion by Commissioner Fabian, seconded by Controller Miller, and carried unanimously; the Financial Reports October 2021 were approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Shaffer.

Warden Phillip Shaffer said there are 6 scheduled interviews for the week. That being the most interviews scheduled in a long time. Commissioner Myers and Warden Shaffer think the new contract has helped with the increase in applications.

1. Siren Tested on December 9th, 2021

NEW BUSINESS

1. **Staff Trainings** – Warden Shaffer said preparation for Defensive Tactics Training has begun. Two Lieutenants were certified to run the training. Emergency Evacuation is getting set up as well. Warden Shaffer also said Lieutenant Carrillo just returned from the Crisis Intervention training.
2. **Inmate TV's Best Buy Quote** – Deputy Warden Knox explained there is a biweekly TV rental through commissary inmates can purchase. We are looking to add TVs to our inventory as some of the old stock is unrepairable. We are asking to purchase 22 TVs through the Inmate Relief Fund with a total quote of \$2,123.61. This was the cheapest option. Warden Shaffer said the TVs need to be replaced every so often because they are used so frequently by the inmates. Commissioner Myers asked how much money was in the Inmate Relief Fund. Deputy Warden Hicks said there is \$519,588.28.

On a motion by Commissioner Fabian, seconded by District Attorney Charlton, and carried unanimously; the approval to purchase 22 TVs in the amount of \$2,123.61 using the Inmate Relief Fund.

3. **MOU Armstrong and Franklin County - Housing Adult Offenders** – Warden Shaffer is asking to renew the contract with Franklin County. The only change in the contract was the dates. Commissioner Fabian asked if Solicitor Miller looked at the new contract. Warden Shaffer said no because there are no changes except for the dates. Commissioner Fabian asked if there were contracts with other counties. Warden Shaffer said yes. Commissioner Fabian asked if all county contracts can be presented in January for review.

On a motion by Commissioner Fabian, seconded by Controller Miller, and carried unanimously; the approval of the MOU between Armstrong and Franklin County for housing adult offenders.

4. **Encartele - Solution Service Agreement 90 Days** – Deputy Warden Hicks explained Encartele is a box connected to a TV that displays memos for officers and/or inmates. This would allow all memos to be displayed in one spot instead of papers posted all throughout the building on the walls and windows. Memos can be edited and added from the computer using this program. We wanted to give it a trial run, so they sent a 90 day free trial agreement. If we like it after the 90 days is over, we can purchase it. If we don't like it, there is nothing in the agreement saying we have to proceed and we send the equipment back. Commissioner Renshaw asked how much the program cost. Deputy Warden said it depends on how many boxes they get, but she does not know the exact price. Warden Shaffer said this would be beneficial because of the minimal window space in the units, memos have to be posted low because the view has to be clear into the units. Commissioner Fabian asked if this would be an eligible purchase through the inmate relief fund. Warden Shaffer said it should be.

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On a motion by Commissioner Fabian, seconded by Controller Miller, and carried unanimously; the approval of the 90 trial agreement with Encartele.

5. **Policy 1-14 Inmate Face Sheets** – Changes to the previous policy titled Inmate Locator Card. The jail no longer uses those. This policy now states face sheets are to be posted on every door in Intake for each inmate housed in a cell. The face sheet contains important information pertaining to each individual that every officer needs to know. Solicitor says this policy meets the minimum requirements of Title 37.

On a motion by District Attorney Charlton, seconded by Controller Miller, and carried unanimously; the approval of Policy 1-14 Inmate Face Sheets.

6. **Prison Board Solicitor - Invoice** – No invoice was received.

7. **Correctional Solution Group - Presentation** – Chief Operating Officer David Stanfield introduced each present member representing Correction Solutions Group (CSG). David states CSG is a veteran owned small business. On August 9th, 2021, members of CSG completed a walk-through of the jail and a proposal was submitted on August 23rd, 2021 to the Commissioners. CSG was impressed with the operation. They feel Armstrong County is in their wheel house. CSG said county staff members (ACJ employees) would roll over into their retirement plans and so forth. If an employee worked for 17 years in the facility, they would honor their time worked and have their accrual rates represent their work for 17 years. David Stanfield then opened the floor for questions.

Judge Panchik began the discussion by saying he did not see their proposal and asked what they are proposing to do, and if it means they are going to privatize the jail. David Stanfield said yes, it would be CSG running the jail under a contract with Armstrong County.

District Attorney Charlton asked where the cost savings are coming in because the county would still be responsible for maintaining the building. David Stanfield said yes because it is county owned. He said there is a maintenance position in their proposal. If that position is filled now, they would keep that individual, but costs such as roof, plumbing, etc. would still be funded by the county. District Attorney Charlton also asked who would be responsible for medical in regards to our MAT Program and cost. David Stanfield said our grants would remain effective since they're through the county. He also stated the county would be responsible for inmate health care, but CSG would pay the medical staff.

Deputy Warden Hicks asked CSG what this means for the administrative staff at the jail. David Stanfield said he would like to retain the staff. He said if the administrative staff would like to continue to work, they can be interviewed and be considered for the positions.

Warden Shaffer asked if the wages for staff will stay the same or will it go to a flat rate. David Stanfield said they are not here to cut salaries and CSG contract provides annual raises. David Stanfield said they are able to work with Unions as well.

CGS stated they wanted to advance the jail and implement new technology. They stated they put body scanners in a facility they operate. Deputy Warden Hicks asked if CGS or the county would fund the new technology, such as body scanner, if one would be added to the jail. David Stanfield said the county would be responsible for the expense.

Judge Panchik said to David Stanfield, CGS plans on keeping the staff, the management, honor/work with the union contract, and keep/increase pay. So, same positions, at the same cost, with the county making payments for the building, implement new technology such as body scanners at the expense of the jail. Cost are the same, adding another level of management, with CGS being a for profit organization, there is money going to you, and expenses stay the same. Where are the savings? Commissioner Myers said numbers are unknown yet. The group was brought out to possibly offer solutions with cost savings. Commissioners said the group had to be explored for responsibilities for the tax payers. It would be neglectful if they did not.

County Commissioner of Columbiana County, Mike Halleck, said he partnered with CGS and his county saved over 30 million dollars. Savings come from uniforms, hand cuffs, mattresses, chemical agents, etc. Price per meal for inmate is about .60 cents per meal by cooking in house. Before CGS, meals were about \$5.00 per tray. Warden Shaffer said the jail cannot accommodate cooking in house because it is not a working kitchen. David Stanfield said changes would have to be made to the infrastructure of the kitchen to make it fully working at the expense of the county.

Controller Miller said pension costs may be affected. The majority of the county's potential retirees are from the jail. Their pension changing may change the arc and affect the other county employees. Controller Miller said she will check with this information and look into other potential changes with retirement, benefits, etc.

Commissioner Fabian asked what the transition period would be. David Stanfield said it would be a minimum of 60 days. Commissioner Fabian said he agrees with Commissioner Myers that it would be neglectful to tax payers to not entertain this option.

District Attorney Charlton followed Commissioner Fabian's discussion by saying we are also a tax payers. She takes her obligations to tax payers very seriously, as other elected officials do. At this point, she is not confident there is a cost savings. There isn't enough information. Prison Board did not receive the proposed line-item budget that was given to the Commissioners by CGS. She would like to see the budget to look at the general savings and hidden costs to make an accurate decision since cost are unknown. She also stated there was conversation to make the kitchen at the jail fully functioning to provide in house meals a long time ago and it was denied by members of the Prison Board.

District Attorney Charlton continued by saying Prison Board has an obligation for tax payers, but it also has an obligation to protect the community and community safety. There are serious offenders being held in the jail. Numbers do not only need to be considered but our duty to protect the community as well. The general consensus is everyone is moving away with privatization because of the serious issues that have occurred. She did add that she is not trying to say anything bad about CGS specifically, but there were serious issues with Cornell companies out of Mississippi. There is more to the bigger picture than just numbers.

David Stanfield responded by saying a picture can be painted about privatization, but look at CGS's track record. They are very proud of it. Go to their customers and insurance providers. CGS has zero losses. They are very proud of their service. David also stated that bad things happen in good jails, but CGS does it right. Another member of the CGS group stated they are able to do the job. They are able to run the jail. They have a lot of experience, and they can do it well.

Commissioner Myers said this is an idea for cost savings. There is more information needed before a decision is made. This was a meet and greet to ask CGS questions. This will move forward or this will not. Commissioner Fabian followed by saying looking into privatization is not a reflection of the jail. ACJ is a safe and secure jail. We are very proud of the topnotch work that is done by the officers.

Commissioner Mike Halleck stated he had hesitation from his judges, prosecutors, sheriffs etc. before the transition. All four Sheriffs and six Judges, and prosecutor of 40 years approves of this concept today because they went from being broke, to about a 2 million dollar surplus. Now they are able to have new Sheriff cruisers and other items they would have never been able to have before. He said CGS is a small business that care about their employees.

EXECUTIVE SESSION –

Warden Shaffer called for an executive session at 9:47 am; Motioned by Commissioner Fabian, seconded by District Attorney Charlton and unanimously carried.

The Board reconvened from executive session at 9:58 am; Motioned by Commissioner Fabian, seconded by Controller Miller and carried unanimously.

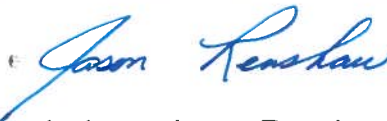
PUBLIC COMMENT – None

ADJOURNMENT

There being no further business, it was motioned by Commissioner Fabian, seconded by Controller Miller and carried unanimously; the Board adjourned at 9:59 AM.

The next Armstrong County Prison Board meeting will be held on December 9th at 8:30am in the Commissioners Conference Room.

ARMSTRONG COUNTY PRISON BOARD



Commissioner Jason Renshaw, Secretary