



Prison Board
Don Myers, President
Katie Charlton, Vice President
Jason Renshaw, Secretary
Frank Pitzer
Pat Fabian
Myra L. Miller
James J. Panchik

Jessica M. Hicks, Warden
171 Staley's Courts Road
Kittanning, PA 16201
724-545-9222 Phone • 724-545-9245 Fax
jail@co.armstrong.pa.us

County Jail
COUNTY OF ARMSTRONG

January 12, 2023

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, January 12th, 2023 at 8:30am. Meeting held in the Commissioners' conference room.

Members Present: Commissioner Fabian, District Attorney Katie Charlton, Sheriff Frank Pitzer, 1st Deputy Controller Gaff, Solicitor Miller

Others Present: Warden Hicks, Chief Administrator Poole, Chrissy Creel (Jail)

Absent: Commissioner Myers, Commissioner Renshaw, Judge Panchik

Guests: A.J. Panian (Leader Times)

D.A. Charlton announced that this meeting is being recorded.

REORGANIZATION OF THE PRISON BOARD

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; to make D.A. Charlton interim President for today's meeting due to the absences of several Board members until a full reorganization can be made next month.

Solicitor Miller stated that if the Board makes any motions and votes on anything, it has to be a unanimous decision for these to pass.

APPROVAL OF DECEMBER 8, 2022 MINUTES

On a motion by D.A. Charlton, seconded by Sheriff Pitzer and carried unanimously; the minutes for December 8th, 2022 Prison Board Meeting were approved.

APPROVAL OF DECEMBER 2022 FINANCIAL REPORT

On a motion by Commissioner Fabian, seconded by D.A. Charlton and carried unanimously; the financial report for December was approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Hicks.

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; the Warden's report for December 2022 was approved.

Discussion- MAT (MEDICATION ASSISTED TREATMENT) GRANT

Commissioner Fabian discussed that the deadline to reapply for the MAT Expansion grant was today. This grant was for \$500,000.00 and includes a reentry coordinator for the Jail.

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; to amend the January 12th, 2023 agenda to include a discussion on applying for the MAT grant with the Armstrong-Indiana-Clarion Drug & Alcohol Commission.

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; to recommend to the Board of Commissioners the approval to reapply for the MAT Expansion grant.

OLD BUSINESS

1. **Siren Tested on January 12th, 2023**

NEW BUSINESS

1. **Staff Trainings –**

- A. **MOUD (Medications for Opioid Use Disorder)** – All staff has started this and this training will then be added into/along with the yearly suicide training.

- B. **DOC – scheduled** – One officer is currently at the DOC training academy and two more are scheduled.

Defensive tactics training was not completed in December but former LT. Carillo, whose certification has not expired yet, has agreed to come in at current Lieutenant's wages to certify all staff.

2. **Prison Board Solicitor – Invoice** – Solicitor Miller decided to wait and resubmit his invoices because he was informed that payment had just been sent out for prior invoices. Miller will then update the current outstanding invoices so there is no confusion.

3. **ICSolutions – Tablets, Cords, Other Facilities** – Warden Hicks stated she has talked to Indiana, Butler, and Cumberland counties and they all have no issues with the tablets or the corded headphones. These counties mentioned that they are "the best babysitters." Extensive discussion was made again. Sheriff Pitzer has reservations of the inmates having access to watch movies, etc. while he and victim's families see this as a luxury item.

On a motion by Commissioner Fabian, seconded by D.A. Charlton and abstained by Sheriff Pitzer for personal reasons; to approve and sign off on the contract with ICSolutions contingent on Solicitor's review and a one year review to extend was not approved.

4. HVAC Controls – Remote Access Control Concerns – Warden Hicks stated that they have received two quotes to update the computer controls for the HVAC system. However, these quotes are both combining the access of both the County's and Jail's HVAC systems to Roger McMillen (County Maintenance Director). Warden Hicks stated she has concerns about this with possible hackers, the Jail's HVAC system being accidentally left on and unattended on the computer that McMillen has access to, etc. The IT department stated in an email that they have no concerns of hackers. The Board asked Hicks to ask both of these companies to give another quote separating the HVAC control systems and the Board will review again.

5. Family ACTS' Contract – Warden Hicks stated that this is the yearly contract for the Treatment Supervisor at the Jail provided by Family ACTS. It includes a 3% increase.

On a motion by 1st Deputy Controller Gaff, seconded by Commissioner Fabian and carried unanimously; to recommend to the Board of Commissioners to approve the 2023 Family ACTS contract.

EXECUTIVE SESSION –

D.A. Charlton called for an executive session at 9:20am for personnel reasons; Motioned by Commissioner Fabian, seconded by 1st Deputy Controller Gaff and carried unanimously.

The Board reconvened from executive session at 9:55am; Motioned by 1st Deputy Controller Gaff, seconded by Sheriff Pitzer and carried unanimously.

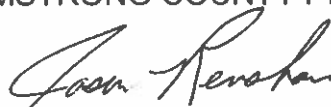
PUBLIC COMMENT – Sheriff Pitzer just wanted to thank Warden Hicks and her staff on donating the metal detector to the Belmont for the court proceedings that were temporarily held there.

ADJOURNMENT

There being no further business, it was motioned by Commissioner Fabian, seconded by Judge Panchik and carried unanimously; the Board adjourned at 10:00 am.

The next Armstrong County Prison Board meeting will be held on February 9th, 2023 at 8:30am in the Jail's Conference room.

ARMSTRONG COUNTY PRISON BOARD



Commissioner Jason Renshaw, Secretary