



Prison Board
Pat Fabian, President
Katie Charlton, Vice President
Tammie Gaff, Secretary

Don Myers
Jason Renshaw
Chase McClister
Frank Pitzer

Jessica M. Hicks, Warden
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County Jail
COUNTY OF ARMSTRONG

December 14, 2023

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, December 14th, 2023 at 8:33am. Meeting held in the Jail's conference room.

Members Present: Commissioner Fabian (via phone), Judge McClister, Sheriff Pitzer, District Attorney Charlton, and Controller Elect Gaff

Others Present: Warden Hicks, Solicitor Miller, Chrissy Creel (Jail)

Absent: Commissioner Myers, Commissioner Renshaw

Guests: Dennis Phillips (Leader Times)

District Attorney Charlton announced that this meeting was being recorded.

APPROVAL OF NOVEMBER 9th MINUTES

On a motion by Judge McClister, seconded by Sheriff Pitzer and carried unanimously; the Prison Board minutes for November 9th, 2023 were approved.

APPROVAL OF NOVEMBER 2023 FINANCIAL REPORTS

On a motion by Controller Elect Gaff, seconded by Sheriff Pitzer and carried unanimously; the financial report for November 2023 was approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Hicks.

On a motion by Sheriff Pitzer, seconded by Controller Elect Gaff and carried unanimously; the Warden's report for November 2023 was approved.

OLD BUSINESS

1. **Siren tested on November 9th, 2023**
2. **Clark Services - Update** – Warden Hicks stated they are still working on the cameras as it still has been intermittent. Hicks stated the cameras are very clear and crisp.

NEW BUSINESS

1. **Staff Trainings** – Warden Hicks stated that all but nine employees have been certified on the range. Additional trainings on fire drills, emergency plans, incident reports, and the metal detector were also completed. Hicks stated one Lieutenant has also completed the Alice (active shooter) training.
2. **Solicitor Invoice** – none.
3. **Contract with County Jail and Psych Dr. Jacobson** - Warden Hicks stated that Dr. Jacobson is willing to provide psychiatric services as an independent contractor thru the county. Dr. Jacobson is working on getting quotes for his malpractice insurance. Solicitor Miller has revised the old contract removing Family Counseling Center. Hicks stated her hope is to have the contract signed and Dr. Jacobson working by the first of the year. Dr. Groomes is covering the evaluations if needed.
4. **Fire Fighter Backflow Report** - Warden Hicks stated the backflow problem has been fixed and the Jail passed this inspection.

EXECUTIVE SESSION

District Attorney Charlton called for an executive session at 8:53am for personnel issues; motioned by Judge McClister, seconded by Controller Elect Gaff and carried unanimously.

The Board reconvened from executive session at 9:15am; motioned by Sheriff Pitzer, seconded by Judge McClister and carried unanimously.

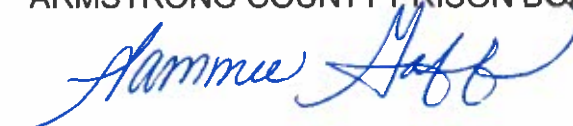
PUBLIC COMMENT – None.

ADJOURNMENT

There being no further business, it was motioned by Sheriff Pitzer, seconded by Controller Elect Gaff and carried unanimously; to adjourn at 9:15am.

The next Armstrong County Prison Board meeting will be held on January 11th, 2024 at 8:30am in the Jail's conference room.

ARMSTRONG COUNTY PRISON BOARD



Controller Elect Gaff, Secretary