

PRISON BOARD MEETING MINUTES

February 22, 2022

The meeting was called to order at 10:01 a.m. by Chairman, Commissioner Baughman.

Present: Deb Baughman, Commissioner, Chair
Alan Frederick, Commissioner
Lesley Childers-Potts, District Attorney
Melissa Cottle, Treasurer
Debra Brown, Chief Clerk

Others Present: Joe Eichenlaub, Warden
Lisa Conklin, Deputy Warden
Russell Snyder, Captain
Press and Radio

Absent: Barry L. Dallara, Commissioner (absent due to death in family) and Wayne Emerick, Sheriff

Public Comments:

There was nothing presented to the Board.

Approval of Minutes:

The minutes from the November 29, 2021, meeting was approved as presented.

Old Business:

There was nothing presented to the Board

New Business:

An update was given on the following by Joseph Eichenlaub, Warden:

- **Personnel/Operations/Training:**
 - Manageable Rate
 - Career Opportunities
 - Recruitment efforts ongoing
 - Leadership course in April
 - Employee of the Quarter – Patricia Fleck
 - Reducing costs – reduction of paper
- **Training:**
 - Annual CPR Training has begun
 - Training staff with own training academy
 - CenterPoint training: advanced training in weapons retention and transport of offenders
 - Specialized instructor training: hostage negotiations, Phazzer Instructor, PREA Investigator and TST

Covid:

- Continued operations under CDC Covid guidelines

- Offering vaccines to offender population and staff
- Hyndman Health providing the vaccines

Current Population:

- Females – 20% - Commissioner Baughman asked if this was an increase. The warden responded, this is rise and fall with % during the quarter
- Fulton County – 14%

Treatment Initiatives:

- Working on the re-entry program
- Developing a comprehensive plan
- Expanded re-entry and rehabilitation initiatives being developed by District Attorney's office
- Future initiatives: plans to reintroduce educational classes and programs at the facility (GED, pre-registering at CareerLink, Drug & Alcohol, and support groups)

Daily Operations:

- PREA Audit – June 2022
- PA DOC Audit – October 2022
- Effective January 1, 2022, a Program Review Committee (PRC) policy was completed, and a committee established. He gave a brief overview of who serves on the committee what their goals are regarding the safety and security.

Community Outreach/Employee Events:

- Formed a Staff Wellness Committee
- Participate in Community and Charitable Events
- Organizers recognized: Officer's Melius and Morton

Commissioner Baughman inquired as to how the 12-hour shifts were working out with staff. Warden Eichenlaub stated the overall wellness of the staff everything is going quite well. The staff has every other weekend off. They also now have "break days", (3-day breaks) and then back to work. Allows time off with family and the opportunity to work overtime; this has been well received, showing positive attitudes, more effective workforce. It's a better product with the staff and it has reduced the call-off rate and sick time use and attendance is better overall. Commissioner Baughman asked if new staff are getting weekends off and if the 12-hour shift has helped with retention of staff. The Warden stated everyone is now on set days, they work every other weekend; it has closed the gap on the turnover rate.

Update on Jail Facilities:

- Please refer to the last meeting on the feasibility study

Other:

- District Attorney Childers-Potts stated the trailer for the equipment for Central Booking has been set in front of the jail, it has electric. There is a contract for an equipment

cabinet, left or right due to safety issues. This has been approved and work will proceed soon.


Commissioner Frederick commented on District Attorney Childers-Potts lead role with Central Booking. She thanked the warden and her staff for their hard work on the project noting it has been needed a long time.

Warden Eichenlaub gave an update on the grants as well. This is moving forward with multiple discussions and input on several grants being put together. District Attorney Childers-Potts states she has been in contact with her regarding specific grants for the jail; some grants are not open, but she will apply as soon as they open.

Warden Eichenlaub thanked the Board and the Commissioners for their support and expressed his appreciation.

Adjournment:

A motion was made by District Attorney Lesley Childers-Potts and seconded by Melissa Cottle to adjourn the meeting. Meeting adjourned at 10:25 a.m.


Debra Brown, Chief Clerk


Deb Baughman, Chair

