

BEDFORD COUNTY PRISON BOARD MEETING MINUTES

June 22, 2022, ~ 2:00 PM

The meeting was called to order at 2:00 p.m. by Commissioner Baughman, Chair of the committee.

Members present: Deb Baughman, Commissioner, Chair; Lesley Childers-Potts, District Attorney, *Vice Chair*; Alan Frederick, Commissioner; Wayne Emerick, Sheriff; Melissa Cottle, Treasurer. Others Present: Joe Eichenlaub, Warden; Captain Russell Suder, Deputy Warden Lisa Conklin, Director Matt Hale, Daniel Lawhead, Correctional Officer, and Pastor Dennis Dibert; the press, radio and public.

Public Comments:

There were none presented to the Chair.

Approval of Minutes:

The February 22, 2022, minutes were approved as presented.

Old Business:

There was no old business presented to the Chair.

New Business:

The Warden reported on the following:

Personnel/Operations/Training:

- Position vacancies: staffing levels are at a manageable rate. There are career opportunities available for those interested and recruitment efforts are ongoing. The jail has achieved manageable levels of staffing due to the continued joint efforts of HR Director Joy Lepako and Director Matt Hale; the two continue to work together to get prospective candidates employed.
- Our current Employee of the Quarter is Officer Daniel Lawhead. He was awarded the employee of the quarter for his dedication and attitude towards helping staff, visitors, and inmates in the completion of his duties. Commissioner Baughman presented a certificate on behalf of the Bedford County Commissioners to him as the employee of the quarter. She commended him for his service.
- Deputy Warden Lisa Conklin is currently working with new food vendor, Summit Foods, to improve food delivery. Summit Foods became the official vendor for food service today, June 22, 2022. They will assist the county in maintaining a balanced diet for the inmate population. They specialize in food service and can control costs across the board while still providing good quality food. The biggest advantage with this change is the county now only pays for meals served rather than supply purchase which will provide valuable cost savings as we move forward in the current economic climate.

Training update:

- Annual CPR training is complete. This program is done through the American Heart Association with Allegheny College.
- Approval has been received by the DOC to start the BCCF Academy. The first internal academy is scheduled for early July. There are two certified PHAZZER instructors at the facility and will be providing certification training to staff, so we can equip staff with PHAZZERS on outside escorts and other appropriate situations. The training is four weeks for staff and potential cadets from other counties.

COVID:

- We continue to operate under the CDC COVID guidelines for a congregate facility. We have had one instance of enhanced isolation for various housing units and are currently in a controlled pattern with no current noted positives or enhanced isolation.
- We remain committed to our practice of offering vaccines on a regular basis to both our offender population and staff. This will continue for the foreseeable future. The Warden thanked Hyndman Health for their assistance with providing us vaccines.

Current population:

- Total committed: 153
- Females' percentage committed: 20%
- Fulton county percentage committed: 11%

Current Treatment Initiatives:

- The Facility is partnering with Your Safe Haven to hold a Day of Responsibility at the BCCF facility on October 27, 2022. The purpose of this Day of Responsibility is to provide an opportunity for those incarcerated to reflect on their crime and affects their crimes has had on others. The day is not centered around forgiveness, but rather responsibility for negative actions and is a key step to overcoming the addictive mindset and moving towards becoming mature and responsible members of society. He extended an invitation to the members of the prison board. Updates will be provided regarding this event. He also welcomed everyone to come tour the BCCF anytime.
- Educational programs are back at the BCCF facility after a hiatus due to COVID. We are continuing our work to bring back treatment programs as well.

Daily operations/Initiatives:

- The PREA Audit has been scheduled to start June 28, 2022.
- The PA DOC Audit is scheduled for Oct 2022.
- BCCF continues to initiate strategies to reduce overtime and mandates for staff as much as possible for the unforeseen events that occur daily. Some indicators of our effective strategies are the reduction in staff mandates. As of June 1, 2020, we had seventy-two mandates; June 1, 2021, we had thirty-eight mandates; and as of June 1, 2022, we have had sixteen. This success in reducing mandates is a group effort of both management and staff.

Update on Jail Facilities:

District Attorney Lesley Childers-Potts gave an overview on Central Booking. She noted the trailer was delivered; the Warden is responsible for the rest of the Central Booking set up. Clean lines must be secure via the internet, the IT Department is responsible for the set up. Joe Eichenlaub stated the county IT and Pennsylvania State Police are working together to get it set

up as quickly as possible. They are running computer lines and they have an authorized user. Various booking sites have been visited to look at their designs and set up.

Other:

Commissioner Baughman welcomed Chaplin Dibert and thanked him for accepting the position. Chaplin Dibert gave an overview of the programs he will be a part of and what an amazing staff he is part of at the BCCF.

Adjournment:

Sheriff Wayne Emerick made a motion to adjourn at 2:50 p.m. District Attorney Lesley Childers-Potts seconded the motion.

Debra Brown, Chief Clerk

Deb Baughman, Chair