

# **Minutes**

## **MEETING OF BOARD OF INSPECTORS FOR THE POTTER COUNTY JAIL Jan. 7, 2022, Gunzburger Building**

CALL TO ORDER - Paul Heimel, Chair

ROLL CALL – Members Glenn Drake, Barry Hayman, Nancy Grupp, Andy Watson, Stephen Minor, Paul Heimel all present. Administrator Jessica Giebel, present. Warden Angie Milford, present.

PUBLIC COMMENT ON AGENDA ITEMS - none

MINUTES – Dec. 3, 2021 – B. Hayman moved to approve; S. Minor seconded; all in favor.

GUEST SPEAKER - none

REPORT FROM CHAIR–

--Commissioner Heimel said he continues to research best practices in the areas of employee morale and recognition and avenues to solicit input on jail operations, while Commissioner Hayman is researching jail websites. Input and/or involvement from other jail board members and the warden is encouraged. Findings will be provided in a report to the board with accompanying recommendations.

REPORT FROM WARDEN –

--Warden Milford - 3 inmates on work release; 7 females in other county facilities; 1 inmate participating in GED courses; 1 school student continuing studies with a tutor; 1 inmate that joined the most recent AA Meeting; continuing to work with Julia (PIMCC) on the Telemental Services Contract

NEW BUSINESS –

--Jim Kockler, Administrator of Potter County Human Services (PCHS)

Mr. Kockler reported that Potter County has been chosen as one of 10 counties nationwide to participate in an intensive, hands-on technical

assistance program to implement best practices in re-entry service. Its overarching goal is to reduce recidivism and jail populations while enhancing public safety and reducing costs through proven strategies. Focus will be on strong collaboration between the criminal justice system, jail administration, service providers and other partners to better prepare inmates for successful transition back into society.

He also reported he and Chair Heimel will be participating in the Jan. 18, 2022, Jail Medical Contracting/Mental Health Services webinar. It's hosted by the U.S. Justice Dept./Bureau of Justice Assistance and the Council of State Governments. There are still openings for participation for the warden or Jail Board members who might have an interest.

Also, PCHS has access to specialists who could provide Trauma Training for Corrections Officers if the board wishes to pursue that opportunity.

#### GENERAL DISCUSSION –

--Commissioner Grupp recommended that the board work with the warden to clarify how board members should be apprised of complaints, grievances, employee discipline, and other communications related to jail operations.

--Sheriff Drake inquired as to the number of emails received through an address that has been posted for public information on the county website.

Commissioner Grupp, who monitors the inbox, responded that there has been little to no activity in recent weeks.

--Commissioner Hayman reported that he has been reviewing the county's contract with the Teamsters Union, representing corrections officers, as well as the jail's Policies and Procedures. He said that he has identified multiple issues that need to be addressed. Warden Drake noted that she is also reviewing the Policies and Procedures in preparation for an upcoming Pa. Dept. of Corrections inspection.

#### EXECUTIVE SESSION – 12:47 pm

--Personnel Matter/Pending Litigation - Upon return to the business meeting at 1:25 pm, Chair Heimel reported that there will be no action taken.

#### NEXT MEETING – February 4, 2022, noon

ADJOURNMENT – B. Hayman moved; P. Heimel seconded; all in favor.