

YORK COUNTY PRISON BOARD OF INSPECTORS MINUTES

May 12, 2021

The York County Prison Board of Inspectors met this day May 12, 2021 at the York County Administrative Center, 3rd Floor Training Room, 28 E. Market Street, York, PA 17401.

Commissioner Hoke called the meeting to order at 9:00 a.m.

Present: Commissioner Doug Hoke; Commissioner Julie Wheeler; Commissioner Ron Smith; Sheriff Richard Keuerleber; Controller Greg Bower, First Assistant District Attorney Tim Barker; Administrator Mark Derr; Deputy Controller Tyler Chronister; Acting Warden Adam Ogle; Acting Deputy Warden of Security Shawn Rohrbaugh; Prison Facilities Manager William Wagner; Assistant Solicitor Don Reihart; First Assistant Public Defender Clasina Houtman and Administrative Assistant Lisa Wendt.

Via telephone conference: Judge Craig Trebilcock; Deputy Warden of Centralized Services Val Conway

Approval of Minutes:

Motion was made by Controller Bower, seconded by Sheriff Keuerleber and unanimously carried to approve the minutes from the April 14, 2021 meeting as submitted.

Warden's Report:

Acting Warden Ogle distributed the Warden's report that reflected information for the month of April. The average daily population was down approximately 250 compared to April 2020. The ICE population continues to trend slightly downward compared to 2020. Meal costs were \$2.38 and Acting Warden Ogle explained that cost per person will continue to increase due to higher food and shipping costs. Acting Warden Ogle reported that an increase in overtime last month is related to having two holidays (Good Friday and Easter) and C-SAU training. Recruitment continues for new corrections officers and a new class of cadets begins on May 17.

Personnel:

For the month of April, there are currently an average number of 9 shifts per day on FMLA Continual Leave, 7 officers on Workman's Compensation; 4 officers on Leaves of Absence; 3 on Administrative Leaves of Absence and an average of 2 on Long Term Military / Reserves.

Ratify Payment of Expenses:

Motion was made by Controller Bower, seconded by Commissioner Smith and unanimously carried to ratify payment of expenses for the previous month as detailed in the Warden's report.

York County Salary Board:

Motion was made by Commissioner Smith, seconded by Sheriff Keuerleber and unanimously carried to affirm York County Salary Board action as it related to York County Prison personnel for the previous month.

Committee Reports:

Acting Warden Ogle reported that Security Review Committee meetings will resume on May 27, and the Safety Committee held its first meeting earlier this month. Minutes from committee meetings will be sent to the prison board members.

New Business:

- A. Acting Warden Ogle discussed the proposed IGSA amendment for ICE rental space in the prison. The contract would be amended to reduce rental space payments from \$1,134,621.64 to \$473,337.23 annually. The space has been vacated. After a brief discussion, it was decided to table this issue until the IGSA bed-rate negotiations and clarification can be completed.
- B. Acting Warden Ogle discussed the need to purchase additional licenses for REACT testing to be used for new hires. He requested 30 licenses at the cost of \$50 each. (\$1,500)
- C. Acting Warden Ogle discussed the Metrasens CellSense contract renewal to service the portable metal detectors. The three-year contract offers the best cost savings at a contract price of \$4,990*.
- D. Facilities Manager Wagner reported that the concrete trash compactor pad needs to be replaced. It is in disrepair and collapsing. The cost for replacement is \$7,881.35*.
- E. Facilities Manager Wagner reported that one of the freezers needs a replacement door. He explained that that the door is custom made. The cost to replace the freezer door is \$19,606.82*.
- F. Facilities Manager Wagner reported that the three-year contract for the Sponaugle electrical maintenance agreement is up for renewal. The first-year cost is \$20,972*.

**Commissioner Wheeler asked Chief Administrator Derr to confirm items requested were within the budget. He confirmed that funds were available.*

Motions:

Motion was made by Sheriff Keuerleber, seconded by First Assistant District Attorney Barker and unanimously carried to approve the agreement for REACT testing licenses at a cost of \$1,500.

Motion was made by Sheriff Keuerleber, seconded by Commissioner Smith and unanimously carried to approve the three-year service contract with Metrasens CellSense to service the portable metal detectors in the amount of \$4,990.

Motion was made by Commissioner Smith, seconded by Controller Bower and unanimously carried to approve the repair of the concrete trash compactor pad in the amount of \$7,881.35.

Motion was made by Commissioner Smith, seconded by Controller Bower and unanimously carried to approve the replacement of the freezer door in the amount of \$19,606.82

Motion was made by Controller Bower, seconded by Sheriff Keuerleber and unanimously carried to renew the Sponaugle three-year maintenance proposal at a first-year cost of \$20,972.

Old Business:

First Assistant Public Defender Houtman asked if the out-mate program is on target to resume in August. Acting Warden Ogle confirmed that the target date for reopening is August.

First Assistant Public Defender Houtman asked if there was an update on vaccines for both staff and inmates at the prison. Acting Warden Ogle said that single dose vaccines are being administered at the prison.

First Assistant Public Defender Houtman requested that applications for public defenders be submitted in a timely manner. She said that there had been a smooth process in place, but there have been some

delays in delivery, which is causing some backlog. In response to a question, she said that the applications are picked up daily by the Public Defender's Office.

Executive Session:

An Executive Session to discuss personnel matters was requested after the meeting adjourned.

Period of Public Comment:

There were no public comments.

Adjournment:

There being no further business to come before the Prison Board at this time, Commissioner Smith made a motion, seconded by Sheriff Keuerleber and unanimously carried to adjourn the meeting at 9:32 a.m.

Respectfully submitted,



Mark E. Derr
Administrator/ Chief Clerk