

YORK COUNTY PRISON BOARD OF INSPECTORS MINUTES

December 8, 2021

The York County Prison Board of Inspectors met this day December 8, 2021 at the York County Administrative Center, Basement Conference 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 Ron Smith; President Commissioner Julie Wheeler; Sheriff Richard Keuerleber; Controller Greg Bower; Administrator Mark Derr; Communications Director Mark Walters; Warden Adam Ogle; Deputy Warden of Security Services Michael Cuti; Deputy Warden of Centralized Services Val Conway; Assistant Solicitor Don Reihart; First Assistant Public Defender Clasina Houtman and Administrative Assistant Lisa Wendt.

Approval of Minutes:

Motion was made by Sheriff Keuerleber, seconded by Commissioner Smith and unanimously carried to approve the minutes from the November 10, 2021, meeting as submitted.

Warden's Report:

Warden Ogle reviewed the Warden's report that reflected information for the month of November. The average daily population for November was 978. The year-to-date average of York County inmates is 936.8. Meal cost average for the month was \$2.51.

Warden Ogle reviewed the overtime comparison chart, noting that overtime in November was reduced compared to November 2020 by 3,080.88 hours.

Warden Ogle discussed the emergency authorization for two 15-minute free video visits a week for inmates due to the recent COVID lockdown. He explained that the authorization was approved for two weeks at a cost of \$3,000 paid from the Inmate Welfare Fund. A vote by the prison Board would be necessary to continue this service beyond a two-week period should the lockdown continue.

Warden Ogle discussed the need to increase inmate pay for work within the prison. He explained that the rate has not increased in several years and that it is becoming difficult to fill positions. He requested an increase of \$10 per week for all workers. This expense to be paid for from the Inmate Welfare Fund.

Warden Ogle proposed the distribution of incentive kits to encourage inmates to get vaccinated against COVID. He explained that he has been advised by medical professionals and PrimeCare to find ways to increase the vaccination rate in the prison. He proposed giving an incentive kit of commissary items for those that voluntarily get vaccinated. The cost is \$3.50 per kit to be paid for from the Inmate Welfare Fund. Controller Bower confirmed that there are sufficient funds to cover the expenses proposed today.

Warden Ogle reported that the Keefe contract for commissary services is up for renewal. He discussed the benefits included in the new contract, including secure release debit cards. He said that Deputy Warden of Security Services Cuti negotiated reduced prices on several popular commissary items and that this is a COSTARS contract.

Deputy Warden of Centralized Services Conway presented the details of the Substance Use Disorder Pilot Program. She explained that the York Adams Drug and Alcohol Commission received federal funding dedicated to the criminal justice and drug and alcohol population. Details related to personnel and staffing should be discussed during executive session.

Motions:

Motion was made by Sheriff Keuerleber, seconded by Commissioner Smith and unanimously carried to approve the funding of two (2), fifteen-minute video visits per week for inmates during the COVID lockdown, paid for from the Inmate Welfare Fund.

Motion was made by Commissioner Smith, seconded by Controller Bower and unanimously carried to approve a pay increase of \$10 per week to inmate workers within the prison, paid for from the Inmate Welfare Fund.

Motion was made by Sheriff Keuerleber, seconded by Commissioner Smith and unanimously carried to approve the purchase of incentive kits for inmates, that voluntarily choose to be vaccinated, at the cost of \$3.50 per kit, paid for from the Inmate Welfare Fund.

Ratify Payment of Expenses:

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

Committee Reports:

Deputy Warden of Security Services Michael Cuti reported that the Security Review Committee is scheduled to meet next week. Commissioner Hoke reported that the Space Allocation Committee continues to receive recommendations for the available space and the committee will reconvene in the coming weeks.

Old Business:

Commissioner Hoke requested an update on the Trauma Informed Yoga Program. Deputy Warden of Centralized Services Conway reported that one of the counselors will begin the training in January. The training is intensive and will end in May. When training is complete, the counselor will begin offering the program to both inmates and employees.

New Business:

First Assistant Public Defender Clasina Houtman thanked the prison staff for working hard to manage the COVID related issues at the Prison. She asked that they try to improve communication with the front office staff and her office.

Recess:

Commissioner Hoke recessed the meeting at 9:36 a.m. for an executive session.

Executive Session:

An Executive Session was held to discuss personnel and grievances.

Reconvene:

Commissioner Hoke reconvened the meeting at 9:49 a.m.

Motion was made by Sheriff Keuerleber, seconded by Controller Bower and unanimously carried to authorize the participation in the Substance Use Disorder Pilot Program subject to the considerations outlined in the grant.

Period of Public Comment:

Clarification was made, in response to questions, that the inmate worker pay has always been paid from the Inmate Welfare Fund, that the commissary debit card works like a bank debit card and that there is public transportation available to the prison.

Deputy Warden of Centralized Services Conway explained the masking policy at the prison and said there is not a plan to lift the current COVID lockdown, however, it will be modified.

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 9:59 a.m.

Respectfully submitted,


Mark E. Derr
Administrator/ Chief Clerk