

# **BERKS COUNTY PRISON BOARD MINUTES**

## **JULY 12, 2017**

The Berks County Prison Board met in a regular session on Wednesday, July 12, 2017 at 9:00 A.M. in the Commissioners' Board room on the 13th Floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

### **CALL TO ORDER:**

Commissioner Kevin Barnhardt called the meeting to order at 9:00 A.M.

The following members were in attendance:

Commissioner Kevin Barnhardt  
Commissioner Christian Leinbach  
Controller Sandy Graffius  
Judge Scott Lash

The following members were absent:

Commissioner Mark Scott  
Sheriff Eric Weaknecht  
District Attorney John Adams

The following County staff also attended:

Solicitor Christine Sadler  
Chief Administrative Officer Ronald Seaman

### **APPROVAL OF MINUTES**

The June 14, 2017 meeting minutes were approved as presented.

### **PUBLIC COMMENT**

Shannon Kozik, of West Reading, made a statement to the Prison Board.

### **JAIL SENIOR STAFF REPORTS**

Warden Janine Quigley stated the inmate population was 984. Of the population reported, 15 inmates were being held for Schuylkill County and 39 inmates were technical parole violators from the State. The juvenile unit remained closed.

Warden Quigley thanked the Controller, Budget and Purchasing offices for their assistance during the vacancy of the Business Manager and Account Clerk positions.

Warden Quigley stated that the final Department of Corrections inspection report had been completed with full compliance.

Chief Deputy Warden Jeffrey Smith reported on the staffing update. The request for the 9 correctional officers for Mental Health programs was approved. There were 6 correctional officer vacancies. Thirteen cadets were in the academy, graduation is scheduled in August to fill positions by August 29. The next testing was scheduled on July 14; followed by an academy on August 30 and graduation on October 18. This will fill positions by October 31.

**BERKS COUNTY PRISON BOARD MINUTES  
JULY 12, 2017**

2

Deputy Warden Kyle Russell reported that one of the four main air conditioning units at the Community Reentry Center had malfunctioned. This resulted in the relocation of the inmates assigned to the affected area. The Jail was working with the County Facilities office on a long term solution. Commissioner Leinbach pointed out that the windows could not be opened for cross ventilation which would lead to an unhealthy environment for staff and inmates.

Deputy Warden Stephanie Smith informed the Board that the Bureau of Community Corrections will be holding an audit on July 24 for the Technical Parole Violator program.

**SOLICITOR'S REPORT**

Item for Executive Session. No action necessary.

**COMMENTS FROM THE JAIL BOARD**

None.

**EXECUTIVE SESSION**

The Board adjourned at 9:07 a.m. into Executive session for personnel reasons, which adjourned at 9:36 a.m.

**ADJOURNMENT**

The next Prison Board meeting will be held August 9, 2017 in the Commissioners' Board Room on the 13th Floor of the Berks County Services Center.



Ronald Rutkowski, Deputy Controller  
On behalf of Sandra M. Graffius, Secretary