

# **BERKS COUNTY PRISON BOARD MINUTES**

## **April 28, 2021**

The Berks County Prison Board met in a regular session on Wednesday, April 28, 2021 at 9:00 A.M. in a Microsoft Teams Meeting.

### **CALL TO ORDER:**

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

The following members were in attendance:

- District Attorney John Adams
- Commissioner Kevin Barnhardt
- Commissioner Christian Leinbach
- Judge Scott Lash

The following County staff also attended:

- Application Specialist and Trainer Heather Berger
- Executive Assistant Jessica Blauser
- Information Systems Charles Brantman
- Executive Assistant Mary Buerer
- Administrative Assistant Angela Frantz
- 1<sup>st</sup> Asst County Solicitor Cody Kauffman
- Deputy Director Facilities & Ops Rex Levengood
- Chief Information Officer Justin Loose
- Executive Assistant Barbara Lopez
- Deputy Controller Grazyna Nykiel
- Facilities Manager Dorn Reppert
- Administrative Assistant Traci Rhoads
- Solicitor Christine Sadler
- Facilities & Ops Director Matthew Salkowski
- Chief Administrative Officer Ronald Seaman
- Deputy CAO/Director of Economic Development Pam Shupp Menet
- Warden Jeffrey Smith
- Deputy Warden Stephanie Smith
- Senior HR Generalist Kelly Stumpf
- Business Process Analyst Malcom Townes
- Human Resources Director Jessica Weaknecht
- Public Relations Officer Stephanie Weaver

**APPROVAL OF MINUTES**

A motion was made by Commissioner Kevin Barnhardt to approve the March 31, 2021 meeting minutes as presented. Motion carried.

**PUBLIC COMMENT**

None.

**JAIL SENIOR STAFF REPORTS**

**INMATE POPULATION:** Warden Jeffrey Smith stated the inmate population was 735. Six juveniles held at Chester County and Lehigh County. There are 6 Veterans. Forty-nine inmates sentenced and 42 of those inmates are scheduled to leave by June 29th. The mental health roster will include 72 D roster, 380 C roster.

**STAFFING:** Warden Jeffrey Smith updated the Board on the status of staffing: there were 23 correctional officer vacancies; 22 in custody and 1 in maintenance. There were 5 cadets in the academy which will be graduating on May 18th. Correctional Officer testing is scheduled for June and July.

**FACILITIES & MAINTENANCE PROJECTS:** Warden Jeffrey Smith updated the Board on the status of projects: Multi-purpose room, offices and video conference rooms are still in process. The projected move in date is April 30th.

Delta room painting project has been put on hold with the lead painter walking off the job. Facilities is looking at other vendors and options.

The trailers are on site and put in place. The plumbing is complete and the electric and IT is being installed. The trailer crews are working inside completing the trim. The projected move in date is May 21<sup>st</sup>.

AB Visitation door and hardware submittal has been approved. The completion is about 12 weeks out for this project.

Switch Gear project the meter cabinet switch gear final design was received, and manufacturing is commencing. The main generator transfer switch is on site and will be worked once done with electrical work in the trailers. The end cell heating coils change order was approved and PO was issued.

Internal fencing project has run into a bonding issue. Working on a solution in this matter.

There are two matters for executive session regarding personal and security that do not require any action.

**EVENTS, PROGRAM & TRAINING:** Deputy Warden Stephanie Smith updated the Board on the Vivitrol Grant. Stephanie did not receive confirmation from PCCD about the once year extension of the grant. It is expected to hear back within the next few weeks. The board will be updated next month. Another grant is available from PCCD which is a jail-based MAT grant. This grant would encompass all three versions of MAT which would be Methadone, Vivitrol and Buprenorphine. This would give an opportunity to enhance cognitive programing. This would help enhance the MAT program while inmates while they are in jail and the possibility of enhancing when the inmate's reenter into the community. Directing them to agencies to allow them a contact in the community. There was a similar grant in 2016 which was learned from. The grant is 150,000 for one year with a chance for a one-year extension.

### **SOLICITOR'S REPORT**

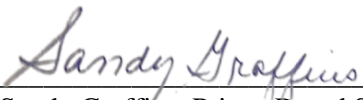
Solicitor Sadler required an Executive Session which did not require action from the Board.

### **PUBLIC COMMENT**

(See attached Public Q & A comment.)

### **ADJOURNMENT**

A motion was made by Commissioner Kevin Barnardt and seconded by Commissioner Christian Leinbach, to adjourn at 9:07 A.M. into Executive Session. The next Prison Board meeting will be held in a Microsoft Teams Meeting on May 26, 2021.

  
Sandy Graffius, Prison Board Secretary