



MINUTES

Cumberland County Prison Board Meeting

November 8, 2021 @ 10:00 a.m.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: www.ccpa.net

Present: Commissioner Jean Foschi, Commissioner Vince DiFilippo, Al Whitcomb, Controller; Jody Smith, Chief Deputy Sheriff; Skip Ebert, District Attorney.

Present via Zoom: Commissioner Gary Eichelberger.

Staff Present: Stacy Snyder, Chief Clerk; Tamie Hershey, Deputy Chief Clerk; Theresa Kissinger, Executive Assistant; Travis Shenk, Warden; Mike Eickhoff, Deputy Warden of Security; Jennifer Hipp, Assistant Solicitor; Hunter Gibson, IMTO.

Call to Order: Controller Whitcomb called the meeting to order.

Public Comment: None.

Approval of Minutes: Commissioner DiFilippo made a motion to approve the minutes of October 18, 2021. Commissioners Foschi seconded the motion and it unanimously carried.

Commissary Report: District Attorney Ebert made a motion to accept the Commissary Reports. Commissioner DiFilippo seconded the motion and it unanimously carried.

Prison Expenditures: Commissioner Foschi made a motion to approve the October 2021 Prison Expenditures. Commissioner DiFilippo seconded the motion and it unanimously carried.

Central Processing Expenditures: Commissioner Foschi made a motion to approve the October 2021 Central Processing Expenditures. Commissioner DiFilippo seconded the motion and it unanimously carried.

Warden's Report: Warden Shenk presented the October 2021 report:

Population Report:

- Average daily prison population for the month of October was 324 with 317 being in house.
- Current population is 321 with 315 being in-house.
- There are currently 260 males and 55 females.

Work Release Report:

- 14 inmates were enrolled in the Work Release Program.
- 0 inmates were removed from the Work Release Program for disciplinary reasons.

Trusty Report:

- 45 inmates were enrolled in the Inmate Worker Program.
- 0 inmates were enrolled in the Outmate Trusty Program.

- There were 2 work crew projects for the month of October.

Earned Time Report:

- 7 inmates were screened and placed, 2 were removed for non-compliance with the agreement, and 8 were released
- 300 bed days were saved.

Treatment Plan Report:

- 62 inmates were screened and placed on treatment programs.

Inmate Education Report:

- 0 inmates earned their GED in October.
- 0 inmate earned his high school diploma through ACT 30.

Risk Assessment Report:

- There were 33 Risk Assessments completed in the month of October

Extraordinary Occurrences Report:

- There were 7 extraordinary occurrences with 0 uses of force with no injuries to inmates or staff.

Holding for other Jurisdictions:

- They are currently holding 1 male and 6 females for Perry County Prison, 5 males for the US Marshal Service, and 6 males for the Federal Bureau Prisons.

Commissioner Foschi made a motion to approve the Warden's Report. Commissioner DiFilippo seconded the motion and it unanimously carried.

Rapid Financial Solutions: Warden Shenk reported they are still working on implementing the use of the Rapid Financial Solutions debit cards.

Job Fair: Warden Shenk reported a job fair is being held on November 17th at the prison. He indicated an onsite interview and tour of the prison may be conducted for those that show interest.

Covid Numbers: Warden Shenk reported there are no inmates with Covid and two prison staff members that had Covid will be returning to work.

Update on USM Increase: Warden Shenk reported they approved Charlie Rhinehart, the records manager, to do the paperwork for the prison moving forward and he is doing training classes to be certified.

Executive Session to Discuss Security and Personnel Issues:

Commissioner Foschi made a motion to go into executive session at 10:10 a.m. District Attorney Ebert seconded the motion and it unanimously carried.

The meeting reconvened at 10:12 a.m.

Board Action on Personnel and Security Issues:

Commissioner Foschi made a motion to approve hiring Devi Dahal a phlebotomist for the Prison. District Attorney Ebert seconded the motion and it unanimously carried.

Adjourn: There being no further business to come before the Board, the meeting adjourned.

The next Prison Board Meeting is scheduled for Monday, December 20, 2021 at 10:00 a.m. at the Cumberland County Prison.

Respectfully submitted,

Theresa Kissinger
Executive Assistant