



# MINUTES

## Cumberland County Prison Board Meeting

December 20, 2021 at 10:00 a.m.  
Cumberland County Prison  
Carlisle, PA

Phone (717) 240-6150 Website: [www.ccpa.net](http://www.ccpa.net)

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**Present:** Commissioner Jean Foschi, Commissioner Vince DiFilippo, Al Whitcomb, Controller; Sean McCormack, 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-Security; Rebekah Finkey, Deputy Warden-Treatment; Jennifer Hipp, Assistant Solicitor; Hunter Gibson, Adam Green, IMTO.

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

**Public Comment:** None.

**Approval of Minutes:** Commissioner Foschi made a motion to approve the minutes of November 8, 2021. Commissioners DiFilippo seconded the motion and it unanimously carried.

**Commissary Report:** Commissioner Foschi made a motion to accept the Commissary Reports. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Prison Expenditures:** Commissioner DiFilippo made a motion to approve the November 2021 Prison Expenditures. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Central Processing Expenditures:** Commissioner DiFilippo made a motion to approve the November 2021 Central Processing Expenditures. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Warden's Report:** Warden Shenk presented the November 2021 report:

Population Report:

- Average daily prison population for the month of November was 310 with 304 being in house.
- Current population is 308 with 302 being in-house.
- There are currently 244 males and 58 females.

Work Release Report:

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

Trusty Report:

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

- There was one work crew project for the month of November.

#### Earned Time Report:

- 6 inmates were screened and placed, 2 were removed for non-compliance with the agreement, and 10 were released
- 340 bed days were saved.

#### Treatment Plan Report:

- 66 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 44 Risk Assessments completed in the month of November.

#### Extraordinary Occurrences Report:

- There were 5 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 11 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 accept the Warden's Report. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Covid Numbers:** Warden Shenk reported eighteen inmates had tested positive with Covid and one prison staff member.

**Keefe-Debit Card Release:** Warden Shenk reported they have tabled the Keefe-Debit Card Release to review.

**Job Fair:** Warden Shenk reported the job fair went very well and will be discussing names in the executive session.

#### **Executive Session to Discuss Security and Personnel Issues:**

Commissioner Eichelberger made a motion to go into executive session. Commissioner DiFilippo seconded the motion and it unanimously carried.

The meeting reconvened at 10:09 a.m.

#### **Board Action on Personnel and Security Issues:**

Commissioner Foschi made a motion to approve hiring the following individuals as Correctional Officers: Stacy Rawlings, Saprina Cooper, Amanda Toner, Tammy Evans, Jerry Kitner, Leslie Jumper, Jr., Quinn Peters, and Nicholas Koons. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Adjourn:** There being no further business to come before the Board, the meeting adjourned at 10:11 a.m.

The next Prison Board Meeting is scheduled for Tuesday, January 18, 2022 at 10:00 a.m. at the Cumberland County Prison.

Respectfully submitted,

Theresa Kissinger  
Executive Assistant