

YORK COUNTY PRISON BOARD OF INSPECTORS MINUTES

July 14, 2021

The York County Prison Board of Inspectors met this day July 14, 2021 at the York County Administrative Center, 3rd Floor Training 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 Julie Wheeler; Commissioner Ron Smith; Controller Greg Bower; District Attorney Dave Sunday; Administrator Mark Derr; Deputy Controller Tyler Chronister; Acting Deputy Warden of Security Services Shawn Rohrbaugh; Deputy Warden of Centralized Services Val Conway; Prison Facilities Manager William Wagner; Assistant Solicitor Don Reihart; and Administrative Assistant Lisa Wendt.

Via telephone conference: Sheriff Richard Keuerleber; Warden Adam Ogle.

Approval of Minutes:

Motion was made by Commissioner Smith, seconded by Controller Bower and unanimously carried to approve the minutes from the June 9, 2021 meeting as submitted.

Warden's Report:

Warden Ogle reviewed the Warden's report that reflected information for the month of June. The average daily population for June was 1,270. The ICE population average is 369, and Warden Ogle noted that, as of this morning, the ICE headcount is 169 as they continue to transition out of the facility. The County prison population average is 901. Meal cost average was \$2.49 in June, up slightly compared to May. Average overtime continues to be high due to staff shortages. Warden Ogle discussed the staffing shortages noting that as the ICE population decreases, overtime related to staff shortages should reduce.

For the month of June, there are currently an average of 21 shifts per day on FMLA Continual Leave, a notable increase over May; 11 officers on Workman's Compensation; 3 officers on Leaves of Absence; 3 on Administrative Leaves of Absence and an average of 5 on Long Term Military / Reserves. Warden Ogle reported that the increase in lost shifts per day has contributed to the increase in overtime.

Warden Ogle discussed the VisManager licensing. He explained that this software will improve the visitation scheduling at the prison by allowing it to be done online. He added that the initial installation created a glitch with the video visitation. A programmer from VisManager is working on the fix. Deputy Warden of Centralized Services Conway said she expects to have an update early next week.

Warden Ogle reported that the Prime Care Medical contract will expire on September 30, 2021. He reviewed the details of the contract and recommended a one-year extension of the current contract to allow time to reevaluate the average population numbers after the ICE contract ends.

Warden Ogle discussed the implementation of the new jail management system. He explained that the Information Services Department has recommended a SOTIRIS wireless survey be conducted prior to the installation of the system to ensure wireless access signals are available in all areas of the building. The cost of the wireless survey is \$12,750.00.

Warden Ogle reported that the Montgomery Technology Systems (MTS) contract for on-site door system maintenance is up for renewal, adding that it includes one on-site visit per month. MTS has been providing

this service for many years. He requested a three-year term renewal with costs as follows: year 1 - \$19,080.00, year 2 - \$19,620.00, year 3 - \$20,100.00.

Warden Ogle discussed the standing relationship between the prison and the Good News Prison Ministries. He explained that the non-profit organization has assigned three chaplains to the prison and that former Warden Doll began making an annual donation of \$5,000 per chaplain in 2017. He requested that the Board approve a \$15,000 donation (\$5,000 per chaplain) to support the program as it functions solely on donations. Their support at the prison has been invaluable for both the inmates and staff.

Warden Ogle provided an update on the ICE Rental Agreement. He deferred to Chief Administrator, Mark Derr, who reported that the offer made for the past due period of April – August 2021 is reasonable based upon his calculations. The offer from ICE is \$545,155.04.

Warden Ogle reported that the Work Release Program is scheduled to open on August 23. The Program will be moved and will operate out of the main prison once again. He explained that in order to effectively set up the area with the necessary equipment, they are waiting until the ICE detainees are no longer in the facility.

There was discussion regarding the requirement that the COVID vaccine be taken in order to participate in the Work Release Program. Warden Ogle reported that other counties are requiring the vaccine for both the safety and security of the prison staff and inmates as well as the community. Commissioner Wheeler expressed concerns about “forcing” people to be vaccinated. Sheriff Keuerleber, Commissioner Smith and District Attorney Sunday agreed that the Work Release Program is both optional and a privilege and requiring the vaccine would not be “forcing” it upon inmates. The program is optional; however, requirements must be met, and the vaccine would be a requirement for participation.

Prison Facilities Manager, William Wagner, reported that emergency repairs to the condensation drain pan are necessary due to leaking. HB McClure has provided a quote for \$8,873.00 to make the repairs.

Motions:

Motion was made by Commissioner Smith, seconded by Controller Bower and unanimously carried to approve the purchase of VisManager Licensing, providing the aforementioned glitch is repaired, for \$13,600, paid for with proceeds from the telephone revenue fund.

Motion was made by District Attorney Sunday, seconded by Controller Bower and unanimously carried to approve a one-year extension to the Prime Care Medical contract, which will continue until September 30, 2022.

Motion was made by Controller Bower, seconded by Commissioner Smith and unanimously carried to approve the SOTIRIS wireless survey for \$12,750.00, paid from the general fund.

Motion was made by Controller Bower, seconded by Commissioner Smith and unanimously carried to approve a three-year contract renewal with MTS for on-site door system maintenance.

Motion was made by Sheriff Keuerleber, seconded by District Attorney Sunday and unanimously carried to approve a donation of \$15,000 to the Good News Prison Ministry for Chaplain services, paid from the Inmate Welfare Fund.

Motion was made by Controller Bower, seconded by Commissioner Smith and unanimously carried to approve the ICE Rental Agreement, with a modification to ensure the end date reflects August 12, 2021.

Motion was made by Commissioner Smith seconded by District Attorney Sunday with five nay, one nay vote and carried to approve the COVID vaccine be a requirement of the Work Release Program.

Motion was made by District Attorney Sunday, seconded by Commissioner Smith and unanimously carried to approve the repairs to the leaking condensation pan at the cost of \$8,873.00, paid from the general fund.

Ratify Payment of Expenses:

Motion was made by District Attorney Sunday, seconded by Controller Bower 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:

Facilities Manager Wagner reported that the security review committee will be adding perimeter lighting and expanding the skid paint on the roof.

Old Business:

Deputy Warden of Centralized Services Conway reported that the grant for the MAT program was submitted, but no awards have been made yet.

New Business:

Commissioner Hoke reported that he has received requests to have the Prison Board meeting minutes made public on the County website. Board members discussed and agreed that the minutes can be posted, though there is no legal requirement to do so. Care should be taken to ensure that safety and security are not breached.

Recess:

Commissioner Hoke recessed the meeting at 10:11 a.m. for an executive session.

Executive Session:

An Executive Session was held to discuss policy changes.

Reconvene:

Commissioner Hoke reconvened at 10:45 a.m.

Motion was made by Commissioner Smith, seconded by District Attorney Sunday and unanimously carried to approve amendments to the following sections/articles in the Inmate Complaint Review System.

- Section III (e)
- Article IV (d)(i)
- ArticleV(b)(vii)

Motion was made by Commissioner Smith, seconded by Sheriff Keuerleber and unanimously carried to approve a feasibility study to determine the feasibility of relocating Central Booking from the Judicial Center to the prison at a cost not to exceed \$15,000, paid for from the Act 81 fund deposited into the General Fund.

Period of Public Comment:

There were no public comments.

Adjournment:

There being no further business to come before the Prison Board at this time, Controller Bower made a motion, seconded by District Attorney Sunday and unanimously carried to adjourn the meeting at 10:55 a.m.

Respectfully submitted,



Mark E. Derr
Administrator/ Chief Clerk