

**Westmoreland County  
Prison Board  
January 27, 2014  
Meeting Minutes**

Members Present: Sheriff Jonathan Held, Commissioner Anderson, Commissioner Courtney, Commissioner Kopas, District Attorney John Peck, and Controller Jeff Balzer.

The meeting was called to order by Sheriff Jonathan Held.

A motion to approve the minutes of the December 9, 2013 was made by Commissioner Anderson, seconded by Commissioner Kopas. Unanimous.

The population of the prison today is 593 in-house, 607 total. The average population for December 2013 was 606 in-house and 624 total. This compares to December of 2012 when the average was 531 in-house and 551 total.

Average length of stay for December 2013 is 46.46 days as compared to December 2012 which was 47.88 days. In December 2013 there were 350 commitments and 345 releases, compared to 307 commitments and 341 releases in December 2012. Commitments are up 14 per cent. There were 4332 commitments from January 1, 2013 to December 30, 2013 compared to 4011 during the same period in 2012. Commitments are up 8 per cent for the year.

There were three rentals billed in December 2013. \$1,043.10 was collected from Federal Bureau of Prisons, and \$ 1,014.00 from two other prisoners. Year to date, \$2,166.90 was collected for rentals. Fines collected in December for Clerk of Courts was \$8,173.01 bringing the total of monies collected for Clerk of Courts in 2013 to \$ 49,133.23.

In December, 41 total bench warrants have been performed via video conferencing. 4 were performed by Judge Hathaway, and 29 bench warrants were performed by Domestic Relations. In addition, 8 out of county bench warrants were served.

Nutrition Incorporated reported that the December 2013 cost per meal was \$.96 compared to \$ .98 in December 2012.

Bruno Mediate gave the Adult Probation/Parole Quarterly Report.

The Warden is changing the policy regarding weekenders committed to the jail Friday thru Sunday. This is due to problems with this type of prisoner. Inmates committed for the 3 days will be kept in the booking area. These inmates won't be allowed to interact with the general population, and therefore won't be able to pass any contraband to other prisoners. Most recently a weekend prisoner overdosed and had to be rushed to the hospital.

The Warden met with Dirk Matson, the Human Service Director concerning the city mission in Latrobe. Funds are needed to help with prisoners getting released from jail that have nowhere to go.

The rate cap for all calls goes into effect on Feb. 7, 2014. No surcharges will be allowed to be imposed and calls are set at .21 per minute for calls made with a prepaid or a debit card and .25 per minute for all collect calls. The prison will lose approximately \$1,200.00 per month in revenue.

Commissioner Courtney made a motion to go into executive session, seconded by Commissioner Anderson. Unanimous.

Commissioner Kopas made a motion to reconvene in public session, seconded by Commissioner Courtney. Unanimous.

The Warden asked the Board to accept the resignation of part time Corrections officers John Lissow and Mike Dugan. Commissioner Courtney made the motion seconded by Commissioner Kopas. Unanimous.

The Warden asked the Board to accept the resignation of part time corrections officer Jeannette Giesey. Commissioner Anderson made the motion, seconded by District Attorney Peck. Unanimous.

The Warden asked the Board to accept the retirement of full time Corrections officers Edward P. Finch. Commissioner Kopas made the motion seconded by District Attorney Peck. Unanimous.

Commissioner Courtney made a motion to adjourn, seconded by Commissioner Kopas. Unanimous.