

BERKS COUNTY PRISON BOARD MINUTES

June 30, 2021

The Berks County Prison Board met in a regular session on Wednesday, June 30, 2021 at 9:00 A.M. in a Microsoft Teams Meeting.

CALL TO ORDER:

District Attorney John Adams called the meeting to order at 9:00 A.M.

The following members were in attendance:

- District Attorney John Adams
- Commissioner Christian Leinbach
- Commissioner Michael Rivera
- Controller Sandra Graffius
- Sheriff Eric Weaknecht

The following County staff also attended:

- Application Specialist and Trainer Heather Berger
- Executive Assistant Mary Buerer
- Administrative Assistant Angela Frantz
- 1st Asst County Solicitor Cody Kauffman
- Assistant County Solicitor Elizabeth Kraft
- Deputy Director Facilities & Ops Rex Levensgood
- Executive Assistant Barbara Lopez
- Administrative Assistant Traci Rhoads
- Solicitor Christine Sadler
- Deputy Warden-Custody Jeffrey Schearer
- Chief Administrative Officer Ronald Seaman
- Implementation Specialist Lori Scheider
- 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
- Public Relations Officer Stephanie Weaver

APPROVAL OF MINUTES

A motion was made by District Attorney John Adams to approve the May 26, 2021 meeting minutes as presented. Motion carried.

PUBLIC COMMENT

None.

JAIL SENIOR STAFF REPORTS

INMATE POPULATION: Warden Jeffrey Smith stated the inmate population was 738. Six juveniles. Thirty-two inmates sentenced to SCI, 26 of those inmates will be leaving by July 15. The remaining 6 are awaiting paperwork and to be scheduled.

STAFFING: Warden Jeffrey Smith introduced Jeffrey Schearer to the Board. Mr. Schearer is the new Deputy Warden of Custody. He was with the county for 12 years and was taken from the second shift lieutenant position.

Deputy Jeffrey Shearer updated the board currently there is 27 correctional officer vacancies. Twenty-four in custody and 3 in maintenance. One lieutenant vacancy that is currently being interviewed for. Correctional officer interviews were held earlier this week with 4 candidates currently being processed. Correctional officer testing is scheduled for July 13. Tentative academy start date of August 25, with the successful candidates from the June and July testing.

FACILITIES & MAINTENANCE PROJECTS: Warden Jeffrey Smith updated the Board on the status of projects:

Delta Unit painting project prep work has been completed. Painting has started on June 29. The project is expected to be completed in 2 to 3 weeks.

AB Visitation door and hardware is expected to arrive in August. Uhrig will then be on site to complete the project.

End cells and HVAC project has bonding issues.

Internal Fencing has bonding issues.

Upcoming projects that are scheduled are Key Watched Systems which is a technology upgrade.

Jail driveway lights and interior lights on Bravo unit that will be repaired by Pagoda Electric.

COVID UPDATES: Inmates that signed up for a vaccination was given a 10- minute video visits. Any inmate that arrived vaccinated was also given the option for a 10- minute video visit. Inmates that arrived with their first dose will be given their second dose. Limited in person visits will start on July 6 and remain non-contact.

EVENTS, PROGRAM & TRAINING: Deputy Warden Stephanie Smith updated the Board on the Vivitrol Grant. Stephanie received notice that the extension of the grant was approved through June 2022. Stephanie received the official letter from the Department of Corrections that certifies the academy. The academy is approved and certified through December 2023.

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 District Attorney John Adams seconded by Commissioner Christian Leinbach. The next Prison Board meeting will be held in a Microsoft Teams Meeting on July 28, 2021.

Sandy Graffius

Sandy Graffius, Prison Board Secretary