

**Elk County Prison Board**  
**August 1, 2023**

The Elk County Prison Board met in regular session at 9:00 a.m. at the Courthouse Annex, Conference Room #2. The meeting was called to order with the Pledge of Allegiance. Prison Board members present were Commissioners Matthew Quesenberry, Joseph Daghir, and M. Fritz Lecker, Sheriff Todd Caltagarone, Treasurer Peggy Schneider, and District Attorney Beau Grove. Also present were Warden Scott Atwell, Deputy Warden Aaron Nicklas, IT Assistant Dan Rimer, Chief Clerk Pat Straub and Recording Secretary Jennifer Barnett. Absent from the meeting was Solicitor Thomas Wagner.

**APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING: May 2, 2023**

A motion to approve the minutes of the previous meeting was made by Treasurer Peggy Schneider and seconded by Commissioner M. Fritz Lecker. The motion carried unanimously.

**ADDITIONS TO THE AGENDA** – No Additions

**APPROVAL OF AGENDA**

A motion to approve the agenda was made by Commissioner Joseph Daghir and seconded by Sheriff Todd Caltagarone. The motion carried unanimously.

**COMMENTS FROM VISITORS CONCERNING AGENDA ITEMS**

No visitors were present.

**CORRESPONDENCE** – No Correspondence

**APPROVAL OF THE BILLS**

	<u>April</u>	<u>May</u>	<u>June</u>
<u>Warden</u>			
General Fund	\$0.00	\$401.50	\$184.05
<u>Jail</u>			
General Fund	\$49,925.49	\$47,820.84	\$58,742.42
Corrections Fund	\$0.00	\$0.00	\$2,953.50
D & A Fund	\$0.00	\$1,152.09	\$137.59
Work Release	\$4,235.20	\$1,963.80	\$1,034.60

A motion to approve the bills was made by Treasurer Peggy Schneider and seconded by District Attorney Beau Grove. The motion carried unanimously.

**Elk County Prison Board**  
**August 1, 2023**

**BUSINESS**

1. Warden's Report

Warden Atwell reported on the following items:

A. Housing Information

As of 8:00 a.m. this date, the inmate population for the Elk County Prison was 61 incarcerated individuals. The average daily population for May was 62, June was 55, and July was 51.

The facility has generated \$1,920.00 from housing out-of-county inmates since January 1, 2023.

Work Release fees collected year-to-date were \$13,018.75. Warden Atwell stated that two inmates are currently participating in the work release program.

B. New Hires, Promotions, and Resignations

Kathleen Baumgratz was hired to fill a vacant part-time Cook effective May 22, 2023. Kathleen is from St. Mary's.

Shonda Lockwood has been hired to fill a vacant part-time Cook position effective June 29, 2023. Shonda is from Johnsonburg.

Kiara Schauer has been hired to fill a vacant part-time Correctional Officer position effective May 30, 2023. Kiara is from St. Mary's.

Gerald Copella resigned his full-time position as a Correctional Officer effective August 11, 2023. Gerry was hired as the Elk County Veterans Affairs Director.

Aimee Gaton, LPN has resigned her full-time nurse position effective August 20, 2023. Aimee accepted a full-time position with the Johnsonburg Area School District.

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**August 1, 2023**

C. Inmate Population

Warden Atwell stated the female population has been averaging around 18 per month and the Elk County Prison is currently housing 13 female inmates.

Warden Atwell reported there are currently nine inmates transferred to other facilities due to overcrowding, medical, separation, or disciplinary issues. As of this date, there are three male and six female inmates housed at other facilities. The county is paying for one male inmate and five female inmates.

Warden Atwell stated as of this date, ECP has booked 203 inmates compared to 252 at this time last year.

2. Approval from the Pennsylvania Department of Environmental Protection

Warden Atwell stated that on June 6<sup>th</sup> approval for use of the Full Body Scanner was received from the Pennsylvania Department of Environmental Protection. Specialized training was required for staff prior to the use of the Full Body Scanner. Commissioner Quesenberry stated that unfortunately we had to postpone the request from the media to see the body scanner due to unforeseen circumstances regarding a female juvenile currently being housed at the facility. The tour has been rescheduled for August 15<sup>th</sup> following the Commissioner's meeting.

3. Cambria County Juvenile Housing Contract

- A. Warden Atwell wanted to thank the Elk County Board of Commissioners for voting on the juvenile housing contract for male commitments. Warden Atwell stated they are one of the only facilities in the state that has the ability to send juvenile males there.

4. Medicated Assisted Treatment (M.A.T.) Funding

Warden Atwell spoke about the Opioid Settlement funding to support M.A.T within the facility in the forms of medication, continuing treatment as well as transportation expenses. Those are very costly to the facility. We have spent \$4,380.89 in M.A.T. expenses so far this year. We have submitted a request to the Commissioners for reimbursement of these M.A.T. expenses from the Opioid Settlement funds.

**GOOD OF THE COUNTY**

**ADJOURN MEETING**

There being no further business before the Elk County Prison Board a motion to adjourn was made by Commissioner Quesenberry and seconded by Commissioner M. Fritz Lecker. The motion passed unanimously.