

**LUZERNE COUNTY CORRECTIONAL FACILITY
BOARD MEETING**

January 10, 2011

The Luzerne County Correctional Facility Board met on the above date at the Luzerne County Court House, Commissioner Meeting Room. The following Board Members were present: Commissioner Maryanne Petrilla, Commissioner Thomas Cooney, Commissioner Steve Urban, Controller Walter Griffith, District Attorney Jackie Musto-Carroll, and Sheriff Gilligan. Also in attendance were Attorney Steve Menn, County Solicitor, Doug Pape, County Manager, Andy Check, Human Resources Director, and Max Blaskiewicz

(Not Present: Judge Tina Gartley, no Union Representation)

Commissioner Petrilla called the Meeting to **ORDER**.

The Pledge of Allegiance was recited.

A Moment of Silence was observed for the Victims in the Tuscon, Arizona shooting.

Reorganization Meeting Called to **ORDER**.

It was moved by Commissioner Petrilla and seconded by District Attorney Carroll to appoint Commissioner Cooney to President Pro-Tem.

MOTION CARRIED. (5/0)

It was moved by Controller Griffith to nominate Commissioner Urban.

Commissioner Urban declined.

It was moved by District Attorney Carroll and seconded by Commissioner Urban to elect Commissioner Petrilla to President of the Board for the year 2011.

MOTION CARRIED. (5/0)

It was moved by Commissioner Petrilla and seconded by Commissioner Urban to elect District Attorney Jackie Carroll to the position of Vice President of the Board for the year 2011

MOTION CARRIED. (5/0)

It was moved by Commissioner Cooney and seconded by Commissioner Petrilla to elect Commissioner Urban as Secretary of the Board for the year 2011.

MOTION CARRIED. (5/0)

It was moved by Controller Griffith and seconded by Commissioner Cooney to Appoint Joseph Piazza to the position of Warden for the year 2011.

MOTION CARRIED. (5/0)

It was moved by Commissioner Cooney and seconded by Commissioner Urban to appoint the Church of Saints Peter and Paul as the Catholic Chaplain for the year 2011.

MOTION CARRIED. (5/0)

It was moved by Commissioner Cooney and seconded by Commissioner Urban to appoint Prison Ministries as the Protestant Chaplain for the year 2011.

MOTION CARRIED. (5/0)

It was moved by Commissioner Urban and seconded by Commissioner to **ADJOURN** the Reorganization Meeting.

MOTION CARRIED. (5/0)

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Commissioner Petrilla opened the Meeting to the **PUBLIC**.

It was moved by Commissioner Urban and seconded by Commissioner Cooney approve the Minutes from the Facility Board Meetings held on December 13, 2010.
MOTION CARRIED. (5/0)

It was moved by Commissioner Cooney and seconded by Controller Griffith to **RATIFY and CONFIRM** payment of the bills for December, 2010 totaling \$2,130,231.15.
MOTION CARRIED. (5/0)

Warden Piazza noted the Facility's population as follows:

Males: 407 Female: 65 Work Release: 50 Pre Work Release: 20
Weekenders: 05 Minimal Offenders Unit: 49 Housed at other Institutions: 05
Miscellaneous Out Count: 106

Total Population: 707

Warden Piazza informed Board Members that we had over sixty people in the DRC but we lost a couple of people to some bad behavior, we are now down to 57.

Commissioner Petrilla requested to know they type of behavior that would get you thrown out.

Warden Piazza stated new charges.

Commissioner Petrilla asked if they get another chance.

Ms. Lombardo stated some of them are given shock incarceration and they are brought back for 72 hours and then some are taken back in-front of the judge for re-incarceration.

Warden Piazza stated they are given chances, we know people are going to make mistakes so we give them a couple of chances.

Commissioner Urban asked when they are going to have a graduation.

Ms. Lombardo stated it'll probably be in the next thirty to forty-five days.

Warden Piazza stated we'll have to have some type of press write up.

Commissioner Petrilla asked if there was anything planned for the graduation.

Ms. Lombardo stated there are no plans as of yet.

Commissioner Petrilla suggested meeting with Kelly, she does the drug court graduation, it always nice.

It was moved by Sheriff Gilligan and seconded by District Attorney Carroll to promote full time Correctional Officer Paul Richards to the position of Records Sergeant, effective 12/17/10 at an annual salary of \$54,017.40.

Commissioner Urban asked if he was the most qualified.

Warden Piazza stated is he. He was interviewed and was our final selection. This is not a new position, this is a vacancy created by a resignation.

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Controller Griffith asked if there is a salary reduction from the person that was there before him. Who was the guy that was there before?

Warden Piazza stated it was Mr. Tomasura.

Ms. Grimes stated it is a set salary. They don't go in any lower.

Controller Griffith stated who is the other Desk Sergeant?

Warden Piazza stated Gelsleichter. We have several down there.

Controller Griffith stated it's not a new position, it's an existing position.

Warden Piazza stated it's an existing position that we are filling through resignation.

Ms. Grimes stated Gelsleichter does population and records.

Controller Griffith stated he's classified as a Records Sergeant. And we have one Records Sergeant position available.

Warden Piazza stated no.

Controller Griffith stated as far as the salary goes? I only saw one Records Sergeant in the payroll.

Ms. Grimes stated the other probably come up as desk sergeant.

Controller Griffith stated there is only one record sergeant coming up on the payroll.

Ms. Grimes stated that is done to differentiate the pay scales

MOTION CARRIED. (6/1 Controller Griffith voted No)

It was moved by Commissioner Urban and seconded by Sheriff Gilligan to approve sending Training Officers Joseph Ciampi and Leonard Blasavage and Sergeant Joseph Matchko to the PA Department of Corrections Training Academy in Elizabethtown, PA to attend a Security Level 5 Housing Unit Training Seminar from January 24 through January 28, 2011. Reimbursement for housing and meal will be provided.

Controller Griffith asked if it was possible to take a County Vehicle to save us mileage.

Warden Piazza stated that is not a problem.

MOTION CARRIED (6/0)

It was moved by Commissioner Urban and seconded by Commissioner Cooney to advertise for a full time Registered Nurse at an annual salary of \$46,571.81.

Commissioner Urban asked if this was a vacant position.

Warden Piazza stated it is a new position. The reason I put this in the budget was a couple of months ago we had two nurses that were out and it cost a lot of overtime and we have always been short one nurse up the minimal offenders unit. It'll be used to better manage the overtime.

MOTION CARRIED (5/1 Controller Griffith voted no)

It was moved by Commissioner Urban and seconded by Commissioner Cooney to advertise for a Director of the Luzerne County Day Reporting Center at an annual salary of \$40,000.00 plus benefits. This position is being partially funded by PCCD.

Commissioner Urban asked if this position of was budgeted.

Warden Piazza explained we received a grant for partial payment of the first year 75, 50, 25 and then it's on the County after that.

MOTION CARRIED (5/1 – Controller Griffith voted no)

It was moved by Commissioner Urban and seconded by Commissioner Cooney to advertise for the Inmate Stop Loss Insurance.

Warden Piazza stated he would like to discuss this. When I got here in 2009 we had this put out to bid and we discussed it with William R. Carey Inc. they won the bid in 2009 and they got the bid in 2010, they have been very good to us. They helped us negotiate a large settlement in that burn victim case we have the proposal for this year. My recommendation would be to continue the same company. They have been very good to us. But if you want to put it out for bid, we'll put it out for bid. The last time they put it out for bid I don't think we had anyone else interested.

Doug Pape recommended putting it out for bid with options for additional years.

Warden Piazza stated we do need it.

MOTION CARRIED. (6/0)

Warden Piazza advised Members of the Financial Reimbursement.

Warden Piazza advised Members of the Kitchen status.

Warden Piazza advised Members on the status of the Commissary.

Warden Piazza advised Members on the Monthly statistics.

Warden Piazza stated we are waiting on Quad III to give us the information on the water tanks. We had some people come into look at the panels, those are our biggest expenses right now.

Controller Griffith asked if we could put the minutes from the prison board on line somewhere. Can we send them to Englot and have them put on line.

Warden Piazza stated sure, no problem.

It was moved by Commissioner Urban and seconded by Commissioner Cooney to **ADVERTISE** for Garbage Disposal.

MOTION CARRIED. (6/0)

It was moved by Commissioner Urban and seconded by Commissioner Cooney to Approve Purchasing Air Filters.

MOTION CARRIED. (6/0)

Commissioner Urban asked about the dish machine.

Warden Piazza stated we're waiting on the storage tanks to get repaired.

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It was moved by moved by Commissioner Cooney and seconded by
Commissioner Urban **ADJOURN** the Meeting.
MOTION CARRIED. (6/0)

MEETING ADJOURNED.

Respectfully Submitted,

Jacqueline Grimes
Recording Secretary