

**Elk County Prison Board**  
**January 10, 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 Commissioner Matthew Quesenberry, Commissioner Joseph Daghir, Sheriff Todd Caltagarone, District Attorney Beau Grove. Also present were Warden Scott Atwell, Deputy Warden Aaron Nicklas, Chief Clerk Pat Straub and Recording Secretary Jennifer Barnett. Absent from the meeting was Commissioner M. Fritz Lecker, Solicitor Thomas Wagner, Treasurer Peggy Schneider and IT Assistant Dan Rimer.

**APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING: December 6, 2022**

A motion to approve the minutes of the previous meeting was made by Commissioner Joseph Daghir and seconded by District Attorney Beau Grove. The motion carried unanimously.

**ADDITIONS TO THE AGENDA** – No Additions

**APPROVAL OF AGENDA**

A motion to approve the agenda was made by District Attorney Beau Grove 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**

<b>Warden</b>	<b>November</b>	<b>December</b>
General Fund	\$ 53.15	\$ 48.61
<b>Jail</b>		
General Fund	\$ 47,269.28	\$ 54,906.06
Corrections Fund	\$ 0.00	\$ 0.00
D & A Fund	\$ 0.00	\$ 228.13
Work Release	\$ 196.36	\$ 2,594.20

A motion to approve the bills was made by District Attorney Beau Grove and seconded by Commissioner Joseph Daghir. The motion carried unanimously.

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**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 50 incarcerated individuals. The average daily population for December was 48 inmates. The facility is currently housing 39 Males and 11 Females.

The facility currently has three inmates on work release. Warden Atwell stated all three inmates are doing well in the program.

The facility has generated \$17,040.00 from housing out-of-county inmates for 2022. Warden Atwell stated the facility has housed very few out-of-county inmates but since our population is down we are able to take a few.

The county recently received an incentive payment from the Social Security Administration in the amount of \$ 1,200.00.

B. New Hires, Promotions, and Resignations

Aimee Gatton was hired as a Full Time LPN effective January 16, 2023. This position is a county position with full benefits. Aimee is from St. Mary's.

Robert O'Rourke resigned his full time correctional officer position effective January 4, 2023.

C. Inmate Population

Warden Atwell reported there are five inmates transferred to other facilities due to medical, separation, disciplinary issues or court. The county is paying for three of the inmates.

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2. Approval of Contracts

A. Approval of Centre County Prison Housing Contract

A motion was made to approve the Centre County housing contract by Commissioner Joseph Dagher and seconded by Sheriff Todd Caltagare. The motion carried unanimously.

Warden Atwell stated that this is a two (2) year contract with an inmate housing rate of \$75.00 per day. The rate was previously \$65.00 per day.

B. Approval of Nurse's Contract

Warden Atwell talked about the new one year nurse's contract. We currently have four part time nurses at the facility. The contracted rate for 2023 is \$24.33.

A motion to approve the part-time nurse contracts was made by Sheriff Todd Caltagare and seconded by District Attorney Beau Grove. The motion carried unanimously.

C. Approval of SAVIN Contract.

A motion to approve the one year contract renewal was made by District Attorney Beau Grove and seconded by Sheriff Todd Caltagare. The motion carried unanimously.

3. Westlaw Online Law Library

Warden Atwell stated that with the assistance of Leann Covac, court administrator, the inmates at the facility now have access to Westlaw Online Law Library. Warden Atwell also thank Henry Amacher from the maintenance department for creating the workspace for the computer needed to access the online library resource.

**GOOD OF THE COUNTY**

**QUESTIONS FROM THE PRESS**

**ADJOURN MEETING**

There being no further business before the Elk County Prison Board a motion to adjourn was made by Commissioner Joseph Dagher and seconded by Sheriff Todd Caltagare. The motion carried unanimously.

