

PRISON BOARD MINUTES
July 17, 2024

Participating in the meeting were:

Commissioner Frank Campbell
Commissioner Bill Lyons
Judge Andrew Bender
District Attorney Clay Merris
Sheriff Dave Hammar
Warden Jason Harvey
Solicitor William Bunt
Chief Clerk Shannon Hines

Present at the meeting: Deputy Warden Tim Bassett

Judge Bender opened the meeting on July 17, 2024 at 12:00 p.m. in the Commissioners' Conference Room. The meeting was recorded by the County.

Public Comments: None

Approval of Minutes: Sheriff Hammar made a motion to approve the minutes of the June 19, 2024 meeting. Commissioner Lyons seconded the motion. All agreed. Motion carried.

Warden's Report: Warden Harvey presented the Warden's Report. Judge Bender questioned if the two inmates being housed other counties are for Juniata County. Warden Harvey said one is for Cumberland and the other is for York. Commissioner Campbell made a motion to accept the Warden's Report as presented. District Attorney Merris seconded the motion. All agreed. Motion carried.

Old Business:

Power DMS: Warden Harvey stated that he was requesting Prison Board approval to move forward with the Power DMS software. He said the cost to implement the project for the remainder of the current year was \$4,885.42 and the cost for 2025 was \$8,125. Solicitor Bunt said he had some questions on the contract and would talk to the Warden. Judge Bender asked for an explanation of Power DMS as he was not in attendance at last month's meeting. Warden Harvey explained that the program is a management tracking system for procedures and staff training. Solicitor Bunt questioned if the vendor was a Costars vendor and if the system is software. Warden Harvey said the vendor is not on Costars and the system is web-based software. Judge Bender asked if this was covered under the Prison budget. Warden Harvey said he would like to use commissary funds, but would discuss with Solicitor Bunt. Sheriff Hammar made a motion to recommend to the County to move forward with entering into a contract for Power DMS for the Prison. District Attorney Merris seconded the motion. All agreed. Motion carried.

New Business:

Food Service Contract Update: Warden Harvey explained the current food service contract would be ending in December and if either party wants out they need to provide 150 day notice. He stated that he would like to continue service with the current vendor, but the CPI index verbiage in the contract is an issue. Warden Harvey said they are happy overall with the service.

New Warden Directive: Warden Harvey stated that he would be issuing a Warden's Directive changing the internal layout of the Prison. Judge Bender asked if the directive would change how the operations are run in the facility in

regards to security. The Warden said it would and the Judge said the issue should be discussed during an Executive Session.

Public Comments: None

Judge Bender stated that the Board would be going into Executive Session, but commented that no Board action would be taken after the Executive Session

Adjourn: District Attorney Merris made a motion at 12:37 p.m. to adjourn the meeting at the conclusion of the Executive Session. Sheriff Hammar seconded the motion. All agreed. Motion carried.