

**MERCER COUNTY PRISON BOARD**

Pete C. Acker, President  
Bruce Rosa, Vice President  
Daniel P. Wallace, Secretary  
Stephen Sherman II  
Matthew B. McConnell  
Timothy M. McGonigle  
Scott E. Boyd



**MERCER COUNTY PRISON**

Erna L. Craig, Warden  
Mac McDuffie, Deputy Warden/Security  
Joseph Reichard, Deputy Warden/Operations

55 Thompson Road  
Mercer, PA 16137  
Telephone: 724-662-2700  
Fax: 724-662-1047

**COUNTY OF MERCER**

Prison Board President Pete Acker called to order the April 19<sup>th</sup>, 2022 Mercer County Prison Board meeting with roll call:

**Members Present:**

President Pete Acker, District Attorney  
Vice President Bruce Rosa, Sheriff  
Secretary Daniel Wallace, President Judge  
Stephen Sherman, Controller  
Matthew McConnell, Commissioner  
Timothy McGonigle, Commissioner  
Scott Boyd, Commissioner

**Members Absent:**

None

**Others Present:**

Erna Craig, Warden  
Mac McDuffie, Deputy Warden of Security  
Joe Reichard, Deputy Warden of Operations  
William McClure, IPP Director  
Jen Hamilton, Human Resources Director  
John Logan, Fiscal  
James Scott, Lieutenant  
Sharin Robb, Administrative Assistant  
Melissa Klaric, Sharon Herald  
Holly Patterson, Record Argus

**Approval of Minutes:**

Prison Board President Pete Acker asks for a motion to approve the March 15th, 2022 meeting minutes. Commissioner Matthew McConnell makes the motion and it was seconded by Commissioner Timothy McGonigle. Voice vote was unanimous, motion carried.

**Wardens Report:**

Warden Craig begins by stating that the current population stands at 178 with 167 commitments and 159 releases in March. There are currently 20 state prisoners waiting to go to the DOC. Two of those prisoners, one juvenile and one wheelchair bound, are set to go at the end of April and another seven to go in the

middle of May. Even after the two transports, it will still leave a considerable amount of state prisoners left not including any that have upcoming sentencing. Prison Board President Pete Acker makes comment that after the juvenile goes to state, the jail will be in full compliance with the Federal Statute that went into effect December 22<sup>nd</sup>, 2021.

Warden Craig continues by stating that there were 454.50 hours of overtime worked in March. The staffing levels are not as serious as they were however, there is still four full time and 15 part time spots open. Commissioner Matthew McConnell inquires about the overtime hours being Covid related. Deputy Warden Reichard states that a lot of the hours are due to call offs only and it has been about four months since the last Covid positive officer. Warden Craig states that the jail conducted 218 video arraignments and court hearings between the Common Pleas and Magistrates. There were also 269 scans completed through the body scanner. A professional radiologist tech recently came to the jail and conducted a training for all the officers on what to look for and how to read the body scan images. The staff seem to be very receptive of this training and have since caught contraband on two occasions.

Warden Craig states that the Fiscal Administrator has reported the Inmate Canteen fund is currently \$551,000. This money is generated specifically from inmate activities such as phone calls, tablet usage, and commissary purchases. Profits can also only be used to benefit inmates such as any recreational activities, basketballs, TVs, DVDs, and law library. Warden Craig says she thinks it helps the county with not having to pay the expenses for these things. Deputy Warden McDuffie states that \$111,000 of the Canteen fund recently got spent on new washing machines and dryers as well as \$5,800 for three new hot-well tables in the kitchen.

Warden Craig would like to give recognition to the maintenance staff at the jail. She states that the three of them are tremendous workers and if it weren't for them, the jail would fail. Scott Saylor, specifically, should be commended for his excellent work. He keeps the other two maintenance men working as well as keeps inventory of every single item in his workshop. Deputy Warden McDuffie comments that each time a state inspection happens, every inspector has commended the maintenance department.

Prison Board President Pete Acker asks for a motion to approve the Wardens Report. Secretary Judge Wallace makes the motion and it was seconded by Commissioner Matthew McConnell. Voice vote was unanimous, motion carried.

### **IPP Report:**

IPP Director William McClure begins by stating that the numbers were up for the month of March. There were 122 referrals, 99 successful completions, 10 failure/revocations and 12 court hearings. Savings to the county totaled \$218,609 based on jail bed days saved, house arrest and Pre-Trail TASC program. The Domestic Violence Program fees collected were \$1,215 and 844 community service hours were completed which made a savings to the work sites of \$6,119. Director McClure continues by stating that there were three participants who applied for the treatment court program with one being admitted, one being denied and one who was discharged. There were 298 urinalyses performed which resulted in 37 positives, most of those being residuals.

Commissioner Matthew McConnell makes comment that during a county commissioners meeting, the topic of employment was brought up. The Work Force Investment Board will normally get federal money in order to assist with the placement of workers however, the opposite is happening where there are not enough employees. Commissioner McConnell asks the board if there is some way the commissioners can help with getting the word out regarding those released from jail or on parole are eligible for employment. Secretary Judge Wallace makes comment that sometimes those on parole are the best employees since they have to check in with somebody and routinely provide a urine. Commissioner McGonigle makes comment that if these specific individuals were endorsed by the prison board that it could possibly help the employers get

more of an understanding and willingness to employ.

Prison Board President Pete Acker asks for motion to approve the IPP Report. Commissioner McGonigle makes the motion and it was seconded by Commissioner McConnell. Voice vote was unanimous, motion carried.

**New Business:**

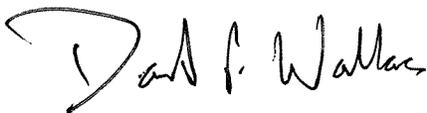
Warden Craig states that she has received an amended agreement from PrimeCare that now needs to be signed by the commissioners. This is an agreement to employ a non-licensed mental health worker with a pay reduction that the board has already agreed upon in a prior meeting. Commissioner McConnell asks the Warden to send the agreement to Ann Morrison for their signatures.

Prison Board President Pete Acker states that the board had previously approved a Covid related admissions policy to help reduce the number of commitments. President Acker asks the board for a motion to rescind the policy and go back to normal admission operations. Commissioner Matthew McConnell makes the motion and it was seconded by Secretary Judge Wallace. Voice vote was unanimous, motion carried.

**Old Business:**

Secretary Judge Wallace begins with a proposal regarding the release of those who are arrested for public intoxication. The current procedure is that an arresting officer makes the decision to incarcerate somebody who poses a threat of immediate physical harm to another person or themselves. That person would come to the Mercer County Jail and potentially could be released after 12 hours. The problem arises when that individual doesn't have transportation and decides to walk on the street. Deputy Warden Reichard states that public transportation is available during the week but not on the weekends. Secretary Judge Wallace proposes that when an individual comes in with public intoxication, they are held for 12 hours automatically. After the 12 hours, if they have transportation then they can be released. If the individual does not secure transportation, then they have to stay 48 hours. Commissioner McGonigle asks how long an inmate has to be housed before they can get funds from the Canteen account. Deputy Warden Reichard states that it poses an issue on the weekends as well since the Fiscal Administrator is only here Monday through Friday. He states that he will reach out to a couple taxi companies to see if they'd be willing to transport on the weekends and get paid the following Monday. Secretary Judge Wallace states that this proposal will give some guidance and also take away any liability from the jail.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan F. Wallace". The signature is written in a cursive, flowing style.

Judge Daniel Wallace  
Mercer County Prison  
Prison Board Secretary