

**Prison Board Meeting Minutes
December 19 2023, 2:30 p.m.
Commissioner Conference Room**

Board Present: Sheriff Brian Zeybel, Commissioner Tricia Durbin, District Attorney Rob Greene and Commissioner Benjamin Kafferlin by phone

Staff Present: Pamela Matve, Chief Clerk, Warden Rusty Barr, Lisa Hagberg, Finance Director, Samara Steber, HR Generalist, Jessica Arnold, Court Administrator, and Lisa Barr, Deputy Treasurer

Citizens Present: Charlene Brown and Kirsten Bostjancic of Cost Management Plus

The meeting was called to order by Sheriff Brian Zeybel at 2:30 p.m.

Announcements: The meeting is being recorded

Executive Session: yes, this held at the end of the meeting.

Public Comments/Special Presentations:

PIMCC: Charlene Brown reviewed the Cost Management Report for the period April to November 2023.

She stated that overall, the county's savings for outpatient is \$76,779.08 and inpatient savings are \$66,904.15. She reviewed each category in depth.

Commissioner Tricia D. Durbin asked if they are using Medicaid costs to which Kirsten stated that the jail uses the compass system, and not all charges are based on Medicaid costs.

A motion was made by Sheriff Brian Zeybel, seconded by Commissioner Tricia D. Durbin to accept the Cost Management Plus report as presented. The motion carried unanimously.

Dr. Heeter Annual Medical Report: Dr. Heeter reviewed the medical stats for 2023.

Intakes: 399

In house Dr. visits: 314

Most commonly seen for: Rash, Pain, Abscess/Lumps, Dermatitis, and Wanting Lab work

Nurse visits: 299

ER visits: 16

Referrals: 13

Outside Dr. visits: 27

Surgeries: 4

Dental visits: 35

Covid cases: 12

Vaccines given: 1 Flu 0 Covid

Dr. Heeter explained that if there is a positive test for COVID-19, everyone gets tested. We are not doing the vaccines as it is not cost-effective at this time; the cost is approximately \$200.00 per vaccine.

Discussions took place as to a new agreement for the new year, and Solicitor Nathaniel Schmidt confirmed that it will automatically renew.

Dr. Heeter stated that he is seeing younger inmates with diabetes, and complications.

A motion was made by Commissioner Tricia D. Durbin, seconded by Sheriff Brian Zeybel to accept the medical report as presented. The motion carried unanimously.

Approval of Minutes

Sheriff Brian Zeybel stated that with no objections or edits to the October 24, 2023 minutes they are approved.

Finance Report:

Lisa Hagberg, Finance Director stated that the YTD activity is \$83,000.00 below what was budgeted. The largest expenses at the jail are wages, medical expenses, and food costs.

Commissioner Tricia D. Durbin asked about the loss in revenue for 2023 to which Lisa explained that the revenues were over budgeted.

A motion was made by Commissioner Benjamin Kafferlin, seconded by Sheriff Brian Zeybel, to approve the finance report as presented. The motion carried unanimously.

Old Business

Med Pass: Warden Rusty Barr stated that he is striking out with the larger companies; they want to do all or nothing.

Lisa Hagberg is having conversations with the Rouse to see if they will not be able to work with us.

Someone suggested talking with Warren General Hospital to which Lisa stated that they have, and they are not interested as they are having trouble hiring nurses as it is.

Commissioner Tricia D. Durbin asked about the qualifications needed. Warden Rusty Barr stated they can be a med tech., CAN, or LPN.

Sheriff Brian Zeybel asked how are meds being passed currently. Warden Rusty Barr stated that two Correction Officers do this four times a day.

Lisa Barr, Deputy Treasurer suggested that we get in touch with colleges to see if any students are willing to do this job.

Control Room Door Controls: Warden Rusty Barr stated that things were delayed because of the chips. They now have the chips and the vendor stated we are looking at 30 days out for installation.

New Business: None

Dental Agreement: Warden Rusty Barr stated that the jail is looking to switch to Mint Dental here in town as the current dentist refers to a NY office for extractions and other work. This causes issues with transporting across state lines and overtime.

He then stated that he and Solicitor Nathaniel Schmidt are working on an agreement to present to the commissioners for approval.

IU5: Warden Rusty Barr stated that he has been talking with a supervisor at IU5 and they are trying to work out a GED program for the inmates.

Warden's Report

Highlights of the Warden's report are as follows between October 1, 2023 and November 30, 2023:

Male Population at the time of report:	74
Female Population at the time of report:	12
October Average Daily Population:	97
November Average Daily Population:	97
Inmates housed by other facilities:	3 ea. month
Inmates housed for other facilities:	9 ea. month
Inmates sentenced to DOC: October & November	5
Inmates sentenced to County: October & November	39
Community Service Hours:	40.25 hours

Warden Rusty Barr stated that community service hours were down, as those who are eligible have paying jobs.

He went onto state that OT was higher in October as there were officers at the academy.

Capital: None

Announcements and Comments:

Next Meeting Date: February 27, 2024 at 2:30 p.m.

Adjournment

With nothing further, a motion was made by Commissioner Benjamin Kafferlin, seconded by District Attorney Rob Greene to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 3:23 p.m.

Respectfully Submitted,

Pamela J. Matve

Pamela J. Matve
Chief Clerk

