

**Prison Board Meeting Minutes**  
**June 21, 2022 2:30 p.m.**  
**Commissioner Conference Room**

Board Present: Commissioner Benjamin Kafferlin, Commissioner Jeff Eggleston, Commissioner Tricia Durbin, Sheriff Brian Zeybel, and District Attorney Robert Greene

Staff Present: Pamela Matve, Chief Clerk, Warden Jon Collins, Deputy Warden Rusty Barr, Kaylan Miller, Employee Benefits & Risk Administrator, Lisa Hagberg, Finance Director, Jessica Arnold, Court Administrator, and Kari Swanson by phone.

Citizens Present:

Meeting called to order by Commissioner Benjamin Kafferlin at 2:30 p.m.

**Announcements:** Commissioner Benjamin Kafferlin announced that the meeting is being recorded.

**Public Comments/Special Presentations:**

Kari Swanson reviewed the various mental health programs that are happening.

The YMCA is doing a 5-week course focusing on responding rather than reacting. There are 20 attending this class.

Mental health and physical health go hand in hand. The YMCA is putting on a 6-week course with the women to teach them that if you feel good about yourself, your mental health will be better. The women are very excited to get started.

A women's drug and alcohol group will start up to focus on self-awareness, accountability, and recognition of areas affected by drug and alcohol use.

The book cart has started up again and many inmates are happy that it is back. We have a new book cart that is organized and many are reading. This helps with mind and spirit.

Jessica Arnold, Court Administrator asked where are the books coming from. Kari stated that currently they are coming from the First United Methodist church. They do a book drive every month through their congregation and donate the books. Kari then stated that if anyone has books to donate, she will be glad to take them.

District Attorney Robert Greene asked if we are only taking books from those we know. Kari stated that she goes through every book to look for anything left in the books before they are allowed to be placed on the cart.

**Approval of Minutes**

Motion was made by District Attorney Robert Greene, seconded by Commissioner Jeff Eggleston to approve the minutes from April 19, 2022. Motion carried unanimously.

**Finance Report:** Lisa Hagberg, Finance Director stated that the jail is right on for budget, and everything financially is going smooth.

Commissioner Tricia Durbin asked about the food provider, and how are they working out.

Warden Jon Collins stated that Trinity is working well. Trinity does offer a trinity to go program that we are trying out. What this does is give us another good behavior tool.

Inmates can special order items once a week for good behavior, this is for things such as a pizza, cheeseburger, French fries and chicken fingers; this is in addition to their three meals.

Sheriff Brian Zeybel asked if Warden Jon Collins felt this would cause additional problems in the jail if one inmate gets a pizza and another doesn't but they want that pizza.

Warden Jon Collins stated that if this becomes an issue the program will be stopped.

Commissioner Tricia Durbin asked if other prisons do this to which the warden stated yes, they do.

With no further the discussions, the motion was made by Commissioner Jeff Eggleston, seconded by District Attorney Robert Greene to approve the finance report. Motion carried unanimously.

**Old Business - None**

**Warden's Report**

Commissioner Benjamin Kafferlin stated that he really likes the new format of the report, to which all agreed.

Warden Jon Collins stated that with this report he can show the various programs and how many participate.

	<b>April</b>	<b>May</b>			<b>Avg. for Apr &amp; May</b>
Average Population	105	94		Sentenced Inmates County	27
Probation Detainees	43	42		Sentenced Inmates State	3
Housed for other facilities	6	6		Unsentenced Inmates	70
Housed by other facilities	0	2		Suicide Precautions	7
				Inmates on Mental Health Medications	71
				Total Community Service Hours	525.5

Motion was made by Commissioner Tricia Durbin, seconded by Commissioner Jeff Eggleston to approve the Warden's Report as presented. Motion carried unanimously.

**New Business:**

**Opioid Settlement:** Betsy Miller stated that the funds have not yet been released but it looks like the county will get a large percentage of the one million first, then over the next 19 years we will get smaller payments. She gave a handout on what items this money could be spent on.

Betsy stated that other counties are using their funds on crisis diversion, daily reporting, and help with medications in the jails.

Commissioner Jeff Eggleston discussed a couple of concepts for the jail with one being a redevelopment project; how can we expand the jail to allow for more treatment class rooms or meeting rooms.

He stated that we could use the bulk of the funds that we are getting and ask Forest County for some of their funds since we house their inmates and expand the south side of the jail to add 1,500 to 2,000 sq. ft. for meeting rooms and a telemed room.

Two, for long term use a portion of the funds to hire a forensic case manager. While in jail that is the best time for treatment, then we hand them off and they go right back to using again. The forensic case manager can hold their hand after they get out to make sure appointments are being kept etc.

He then suggested that we get the county engineer to do a plan on building out the space. If needed we can go for grants for additional funding.

Warden Jon Collins stated that space is a big issue if we are going to continue mental health treatment.

Commissioner Tricia Durbin ask about the percentage of people that are in the jail related to opioids.

District Attorney Robert Greene stated that it is very hard to predict because the type of drug is different, one could be on meth, and another week it could be different, it depends on what drug is the cheapest to get.

Commissioner Benjamin Kafferlin stated that there was a study done a few years ago and it was said 60% were in jail because of drugs. District Attorney Robert Greene stated that he believes it is upwards of 80% now.

District Attorney Robert Greene then stated that it is the transition from jail to the real life that is the largest problem.

Commissioner Jeff Eggleston stated that is where the forensic case manager comes in; they will work with that inmate after they leave the jail.

Commissioner Tricia Durbin asked about a halfway house.

Commissioner Jeff Eggleston then asked about getting the engineer to come do a plan to build out the jail.

Commissioner Tricia Durbin stated that she felt we should wait to see what funds we get.

Commissioner Benjamin Kafferlin stated that he is inclined to look into a halfway house. Commissioner Tricia Durbin stated that it must be self-sustaining.

District Attorney Robert Greene suggested that Adult Probation run the program for a halfway house.

Jessica Arnold, Court Administrator stated that she does not feel Adult Probation should run the house. Look at other halfway houses in Erie and see how they do things.

Betsy Miller stated that a halfway house has to be a licensed facility and that is where Warren falls behind.

Commissioner Benjamin Kafferlin stated that an independent non-profit could be the ones to run it, and also use the pretrial program.

Commissioner Jeff Eggleston then stated that he is hearing that we should look into a halfway house and what it would take to accomplish this. He will see what he can come up with and present it to the board.

**Announcements and/or Comments:** None

**Executive Session:** None

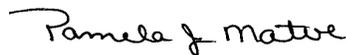
**Next Meeting Date:** August 16, 2022 at 2:30 p.m.

### **Adjournment**

With nothing further, motion was made by District Attorney Robert Greene, seconded by Commissioner Jeff Eggleston to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 3:12 p.m.

Respectfully Submitted,



Pamela J. Matve  
Chief Clerk

