



BOARD OF COMMISSIONERS WORK SESSION MINUTES

Tuesday, October 10, 2023, 1:30 P.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

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I. CALL TO ORDER

The public work session of the Centre County Board of Commissioners was convened at 1:34 PM by Chair of the Board Mark Higgins.

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion, Commissioner Steven Dershem, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Richard Killian, Sheriff Bryan Sampsel, Chief Deputy Sheriff Todd Weaver, Human Resources Director Kristen Simkins and Human Services Administrator Julia Sprinkle.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

IV. 2024 COUNTY BUDGET

A. Sheriff

Richard Killian stated there were 3 vacancies in the Sheriff's Department in the 2023 budget as well as the 2024 budget. Sheriff Sampsel stated the mandatory academy training is offered twice a year, in January and July and they only take 40 individuals with each class. With the Centre Crest building opening in early 2025, Sheriff Sampsel stated he will need increased staffing for that building as well. Therefore, a 6-8 month leave time is needed to hire new staff in order to get employees through the mandatory training.

Sheriff Sampsel stated the overtime charges should be bumped up to \$100,000 for the 2024 budget. Richard confirmed the overtime charges would be less than funding the three current vacant positions. Julia Sprinkle confirmed that Children & Youth Services and Aging would probably be able to budget funds for security at Centre Crest and she will look into the other Human Services departments if they are able to contribute to the security costs.

Sheriff Sampsel stated in 2024, he plans on having his department hours from 8 AM to 4:30 PM and will have three different shifts, which should help with overtime. The Courts plan to change their hours to 8 AM to 4 PM in 2024. Richard stated the

reimbursement of payroll line item will need to be increased for 2024. Sheriff Sampsel stated that the Court of Common Pleas often will waive 75% of his department fees, such as travel costs.

Administrator John Franek Jr. asked if security will remain until 5:00 PM at the Willowbank and Centre Crest Buildings, and Sheriff Sampsel confirmed his employees will be rotated for the 5:00 PM shift.

Other significant increases are uniform costs and ammunition. A new five-year contract to replace the tasers as well as supply more tasers will be forthcoming in late 2024 or early 2025. Commissioner Higgins asked if the ballistic vests are up to date and the Sheriff confirmed the vests are within the 5-year warranty. The Sheriff confirmed revenues through the Court as well as Sheriff sales are still lower than what levels were before COVID.

Sheriff Bryan Sampsel and Chief Deputy Sheriff Todd Weaver were excused from the meeting.

V. RECESS

The Board voted unanimously to recess the meeting at 2:04 PM.

The Board reconvened the meeting at 2:29 PM

Warden Glenn Irwin joined the meeting.

B. Centre County Correctional Facility

Richard Killian stated there has been a 3.07% increase from the 2023 budget. Overtime was budgeted at \$500,000 for 2024 and predicted the actual cost to be around \$493,000, and the break-even point would be hiring 5-6 more officers. Commissioner Concepcion asked what the increase in salaries from 2022 to 2023 was mainly due to, and Warden Irwin confirmed the officers starting rate of pay was increased about \$4.00 in 2023 due to a large number of employees leaving the facility due to higher pay offered at other facilities.

Commissioner Higgins asked if the 2024 budget was reflecting the current vacancies and Richard stated the vacancies are not reflected in the 2024 budget just like all other vacancies in other departments.

Warden Glenn Irwin stated there are about an average 68 inmates housed in the facility. Warden Glenn Irwin stated there has been a decrease in contracted technical services.

The body scanner warranty will be increased \$11,000 once the warranty expires. Contracted professionals increased \$642,980 which includes the MAT Grant.

The MAT Grant will cover the MAT Program while the inmates are in the facility and can continue when the inmates are released as long as they remain compliant with the program. Warden Irwin confirmed PrimeCare Medical, which provides medical services has an annual increase up to 4.5% regardless of the number of inmates and the current contract will run to the end of 2025. Warden Irwin stated the the Correctional Facility offers additional medical services that include mental health counselling, dental, vision and 24/7 nurses with two nurses on the daylight shift.

Warden Irwin plans on applying for additional grants in the future to help fund the MAT program. He has seen an increase costs for supplies, such as kitchen supplies, cleaning materials, PPE, and Taser supplies.

Commissioner Concepcion suggested looking at induction stoves for the future, which offer much better air quality, lower temperatures in the kitchen and a cost savings overtime. A drug loo is a small stainless-steel portable toilet that is used for inmates that are on dry cell to help confiscate drug materials that the Warden would like to purchase. Clothing and linens costs have decreased, and the Warden will use those savings to help buy new inmate mattresses as needed. Staff radios will need to be replaced in 2025.

VI. DISCUSSION ITEMS – UPDATES

VII. BUDGET MEETING SCHEDULE

Monday, October 16, 2023

CYS – 1:00 PM – Willowbank 144

MH/ID D&A – 1:30 PM – Willowbank 144

911 Emergency Communications – 2:30 PM – Willowbank 144

Tuesday, October 17, 2023

Adult Services – 2:30 PM – Willowbank 144

Transportation – 3:30 PM – Willowbank 144

Wednesday, October 18, 2023

Court Administration – 2:00 PM – Willowbank 146

VIII. QUESTIONS FROM THE PRESS

IX. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously adjourn the meeting at 3:25 PM.

ATTEST: _____

John Franek Jr.

Administrator