

**BERKS COUNTY PRISON BOARD MINUTES**  
**MAY 8, 2024**

The Berks County Prison Board met in a regular session on Wednesday, May 8, 2024, at 9:00 A.M. at the Commissioners Boardroom and Microsoft Teams Meeting.

**CALL TO ORDER:**

Commissioner Michael Rivera called the meeting to order at 9:00 A.M.

The following members were in attendance:

District Attorney John Adams  
Judge Scott Lash  
Commissioner Christian Leinbach  
Commissioner Michael Rivera  
Commissioner Dante Santoni, Jr.  
Secretary Joe Rudderow

The following member were absent:

Sheriff Eric J. Weaknecht

The following County staff also attended:

Deputy Warden of Custody, Bradley Roberts  
First Assistant County Solicitor Cody Kauffman  
Warden Jeffrey Smith  
Deputy Warden Stephanie Smith

**APPROVAL OF MINUTES**

A motion was made to approve the April 10, 2024, meeting minutes as presented. Motion carried.

**PUBLIC COMMENT**

None.

**JAIL SENIOR STAFF REPORTS**

INMATE POPULATION: Warden Jeffrey Smith stated the inmate population is 730. There is 1 juvenile at Lehigh County and 4 juveniles at Wayne County.

The average population is 731 inmates. There are 1030 total commitments and 1358 discharges.

There are 36 inmates sentenced to an SCI. Twenty-four are ready to be transported between now and May 30<sup>th</sup>. Twelve inmates are awaiting a transport date.

PROJECT UPDATES: Warden Smith updated the board on the current projects:

- Current capital project that is underway is the plumbing in the tunnels – replacing the Aquatherm
- All other capital projects – details are being worked out with the vendors prior to the work starting.
- Maintenance staff are working on several outdoor projects (mansion, grounds and general work orders)
- Upcoming weeks - Scheduled community service projects in Birdsboro Borough to prep for curb painting and set up and tear down for the Mid Atlantic Air Museum for WWII Weekend

STAFFING: Deputy Warden Roberts updated the Board on the status of the staffing:

- 20 Correctional Officer vacancies
- 6 Sergeant vacancies
- 5 candidates in the academy with a tentative graduation date of July 17th
- Correctional Officer testing will be held on June 3rd.

PROGRAMS: Deputy Warden Smith updated the Board on the mental health roster. There are currently 98 D roster inmates in custody. This makes up 13% of the total population. The C and D rosters make up for 65% of the population. Twenty-one inmates that were fully sentenced and eligible for work release last month. An Average trustee population of 29. Fifteen individuals that became trustees last month.

#### **SOLICITOR'S REPORT**

First Assistant County Solicitor Cody Kauffman had nothing to report and no need for executive session.

#### **COMMENTS FROM THE JAIL BOARD**

Warden Smith went over the details for the memorial ceremony that will be held at the jail on May 10<sup>th</sup> at 2:30 PM. This is an annual memorial service. The employee of the year awards will be acknowledged, and the fallen officers and the families of the fallen officers will be honored.

#### **PUBLIC COMMENT**

None.

**ADJOURNMENT**

A motion was made by Judge Lash to adjourn at 9:08 A.M. The next Prison Board meeting is tentatively scheduled for June 12, 2024.



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**Joseph Rudderow, Prison Board Secretary**