



Prison Board
Anthony Shea, President
Katie Charlton, Vice President
Tammie Gaff, Secretary

Pat Fabian
John Strate
Chase McClister
Frank Pitzer

Jessica M. Hicks, Warden

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County Jail **COUNTY OF ARMSTRONG**

July 9, 2026

ARMSTRONG COUNTY PRISON BOARD

A meeting of the Armstrong County Prison Board was called to order on Thursday, July 9th, 2026 at 8:36am. Meeting held in the Jail's conference room.

Members Present: Commissioner Shea, Commissioner Fabian, Judge McClister, District Attorney Charlton, Sheriff Pitzer, Controller Gaff

Others Present: Warden Hicks, Solicitor Miller, Deputy Warden Prazenica (Jail)

Absent: Commissioner Strate

Guests: A.J. Panian (Leader Times)

Commissioner Shea announced that this meeting was being recorded.

EXECUTIVE SESSION

Commissioner Shea called for an executive session at 8:31am for personnel issues; motioned by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously.

The Board reconvened from executive session at 9:10am; motioned by Controller Gaff, seconded by Commissioner Fabian and carried unanimously.

AMENDMENT TO AGENDA

Warden Hicks asked to make a change by adding one item to New Business.

On a motion by Controller Gaff, seconded by Commissioner Fabian and carried unanimously; to amend the agenda by adding the following item for discussion under New Business.

- 5. – Recommendation to Salary Board to terminate employee # 2967.

APPROVAL OF JUNE 11th, 2026 MINUTES

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; the Prison Board minutes for June 11th, 2026 were approved.

APPROVAL OF JUNE 2026 FINANCIAL REPORT

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; the financial report for June 2026 was approved.

WARDEN'S REPORT

The Warden's Report was presented by Warden Hicks.

On a motion by Commissioner Fabian, seconded by Controller Gaff and carried unanimously; the Warden's report for June 2026 was approved.

OLD BUSINESS

1. **Siren tested on July 9th, 2026**
2. **Maintenance Sub-Committee - Update** – Warden Hicks stated that the county maintenance was supposed to start removing the roof exhaust fans this week but that has not happened yet. Commissioner Fabian said that they are working on an R.F.P. to do a sweep and look at all of the maintenance issues at the Jail.
3. **Diesel Tank Clean-Up** – Warden Hicks stated that Bo from Civil Engineering sent two more boxes of the absorbent pads. Hicks stated the Jail has already used two boxes and they are working as the levels are coming down but it takes time.
4. **PAWsitive Changes - Update** – Warden Hicks stated that MAC was diagnosed with hip dysplasia and is having surgery this morning. Mac will not return to the Jail after his surgery as he will be placed into a foster home experienced with the recovery of that type of surgery and will go up for adoption after he recovers. The Jail will be getting a new dog soon.
5. **Art Club - Update** – Warden Hicks stated that the inmates are working on two murals in the IRH where the dogs stay and complete their training.

NEW BUSINESS

1. **Staff Trainings** - Hicks stated that two officers are currently at the Indiana County D.O.C. training with another two officers and one lieutenant scheduled to begin at the end of the month. Hicks also stated that emergency plans, fire drill, hospital/transport training was completed at the beginning of last month. Hicks stated a mock fire drill evacuation was completed as well.
2. **Prison Board Solicitor – Invoices** – Warden Hicks stated there were two invoices totaling \$1,628.15.

On a motion by Commissioner Fabian, seconded by Sheriff Pitzer and carried unanimously; to approve the two Solicitor's invoices totaling \$1,628.15.
3. **State Inspection** – Warden Hicks stated she has received the final official letter stating that the Jail passed and is good until the next inspection in 2028.
4. **Storm – Generator** - Warden Hicks stated that, with the recent weather, there are issues that have been happening as the generator's parts are not in for repairs yet. Hicks stated that everything is still secure but there are issues that need dealt with that take time right after a power outage happens when the generator kicks on.
5. **Recommendation to Salary Board to terminate employee # 2967**

On a motion by Sheriff Pitzer, seconded by Controller Gaff and carried unanimously; to recommend to the Salary Board that the Board proceed with the termination of employee # 2967.

PUBLIC COMMENT

None

ADJOURNMENT

There being no further business, it was motioned by District Attorney Charlton, seconded by Sheriff Pitzer and carried unanimously; to adjourn at 9:33am.

The next Armstrong County Prison Board meeting will be held on August 13th, 2026 at 8:30am in the Jail's conference room.

ARMSTRONG COUNTY PRISON BOARD



Controller Gaff, Secretary