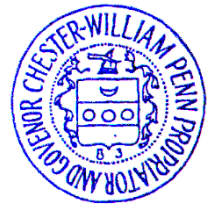




THE COUNTY OF CHESTER



COMMISSIONERS
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PRISON BOARD MINUTES

December 14, 2023

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board was called to order at 2:32 PM on Thursday, December 14, 2023, at the Chester County Prison by Commissioner Josh Maxwell. Commissioner Michelle Kichline, President Judge John Hall, Sheriff Fredda Maddox, and District Attorney Deb Ryan were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell asked Pocopson Township Supervisor Ray McKay to lead the Pledge of Allegiance

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Commissioner Maxwell announced the Prison Board met in Executive Session on Wednesday, November 29, 2023, to discuss personnel and legal matters.

ANNOUNCEMENTS

4. MINUTES OF PREVIOUS MEETING

President Judge Hall made a motion to approve the Prison Board minutes from the last meeting on November 29, 2023. Sheriff Maddox seconded the motion. All were in favor; motion carried to approve the minutes from the November 29, 2023, Prison Board Meeting.

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

Stephanie Hoopman of Pocopson Township addressed the Prison Board through Zoom to express gratitude to the board for their continued efforts to improve prison security. Ms. Hoopman additionally spoke regarding safety and security measures under consideration to fully enclose exercise yards, improve exercise yard supervision, and improve prison workforce stability.

PUBLIC COMMENT

6. ADOPTION OF AGENDA

Commissioner Kichline made a motion to adopt the agenda. District Attorney Ryan seconded the motion. Motion carried to adopt the December 14, 2023, Prison Board Meeting agenda.

ADOPTION OF AGENDA

7. MONTHLY REPORT

Acting Warden Holland presented the monthly update on the Prison for November 2023, noting that the average daily inmate population was 691, as compared to 627 in the previous year. There were 311 commitments and 336 discharges during the month.

MONTHLY REPORT

The Acting Warden noted that on November 30, 2023, there were 675 inmates held, and no juvenile offenders housed in the Prison during the month.

The Correctional Center for November had an average daily population of 26 residents, as compared to 29 this time last year.

For Security, there were 2 transports to SCI in November for a total number of 16 inmates transported to SCI.

There were 47 medical transports, 11 of which were to the emergency room.

There were 2 Correctional Emergency Unit activations in November, both for non-complaint behavior.

There were 44 inmate disciplinary actions for major misconduct. There were 34 inmates housed on the Restricted Housing Unit.

There were 206 Video Conferencing Hearings in November with an approximate cost savings of \$20,600.

The Acting Warden reported the following medical updates:

- Inmates seen at sick call: 436
- Inmates on prescription or “over-the-counter” medications: 392 or 57%
- Inmates on psychotropic medications: 267 or 39%
- Inmates on suicide watch: 77 or 9%

The Acting Warden reported the following mental health updates:

- Seriously Mentally Ill Individuals: 64 (50 male, 14 female)
- Inmates at Norristown State Hospital (N.S.H.): 16
- Inmates awaiting a bed at N.S.H.: 1
- New court-ordered commitments to N.S.H.: 0

Additionally, Acting Warden Holland reported Institutional Programming included Anger Management, Depression/Anxiety Management, Drug and Alcohol, Dual Diagnosis, Crime Victims, Exit, Enter, Employ (E3), GED, Oral Hygiene, Personal Medicine, Suicide Prevention, Stable Pathways, and Thinking for a Change, continues as scheduled at the Prison with 169 participants currently.

Acting Warden Holland reported that in the month of November 2023 a total of \$6,780.11 was collected for inmate booking fees and a total of \$1,500.61 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had 5 staff members who completed the training academy and currently 3 additional officers enrolled. Acting Warden Holland reported 16 additional applicants have been vetted. 253 officers participated in additional training including Weapons Qualifications, Correctional Emergency Unit, CPR/Basic First Aid, OMS & Report Writing, Suicide Prevention, Fundamentals of Security, Sexual Harassment/Respectful Workplace, and Inmate Transports & Hospital Detail.

Acting Warden Holland recognized the following for years of service: CO Hutton (10 years), Maintenance Supervisor Shores (15 years), LT Young (15 years), Maintenance Supervisor Yamini (37 years) and Counselor Shelton (33 years). The November Employee of the Month was CO Breeze.

PRISON SECURITY IMPROVEMENT UPDATES

8. PRISON SECURITY IMPROVEMENT UPDATES

Acting Warden Holland reported that enclosure improvements are expected to be in front of the Prison Board in January. Vendors visited the prison and provided a proposal for enhancing cameras at the back of the prison. Next steps in this process require partnering with the Department of Procurement and General Services.

Acting Warden Holland reported that the prison website has been updated to include information regarding the siren. Additionally, Acting Warden Holland reported he met with the Director of Emergency Services, Bill Messerschmidt, and Deputy Director BJ Meadowcroft to discuss emergency protocols for incidents at the prison.

9. APPOINTMENT OF DEPUTY WARDEN FOR SECURITY

Acting Warden Holland recommended Brian Sheller for the position of Deputy Warden for Security. President Judge Hall made a motion to appoint Brian Sheller as Deputy Warden for Security. Commissioner Kichline seconded the motion. District Attorney Ryan recused herself from the vote, all others were in favor; motion carried to appoint Brian Sheller as Deputy Warden for Security.

APPOINTMENT OF DEPUTY WARDEN FOR SECURITY

10. DISCUSSION

Commissioner Maxwell asked for clarification on current staffing numbers. Acting Warden Holland reported there have been gains overall in staffing with 70 vacancies total, 47 of which are CO positions. With new academy graduates, and recent applicants, the number of CO openings should be below 40 quickly. Acting Warden Holland reported he is encouraged by fewer employees unexpectedly leaving their positions. President Judge Hall requested these numbers be included in future monthly reports.

DISCUSSION

Commissioner Maxwell requested an estimate on the timing of quotes arriving for camera enhancements and enclosures. Acting Warden Holland reported one quote for the camera enhancements in the amount of \$115,000 has been received.

11. PUBLIC COMMENT

There was no public comment.

PUBLIC COMMENT

12. ADJOURNMENT

Sheriff Maddox made a motion to adjourn, which was seconded by District Attorney Ryan. Motion carried to adjourn the meeting. Meeting adjourned at 2:56 PM.

ADJOURNMENT