



CHESTER COUNTY OF CHESTER



COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

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PRISON BOARD OF INSPECTORS ORGANIZATIONAL MEETING MINUTES

January 2, 2024

1. CALL MEETING TO ORDER

The public organizational meeting of the Chester County Prison Board of Inspectors was called to order at 10:30 AM on Tuesday, January 2, 2024, in the Commissioners' Boardroom by the County Solicitor, Colleen Frens. Commissioner Josh Maxwell, Commissioner Marian Moskowitz, Commissioner Eric Roe, President Judge John Hall, District Attorney Chris de Barrena-Sarobe, Sheriff Kevin Dykes, and Controller Margaret Reif were also present.

CALL TO ORDER

2. PUBLIC COMMENT

There was no public comment.

PUBLIC COMMENT

3. NOMINATION AND ELECTION OF PRISON BOARD OF INSPECTORS CHAIR

Solicitor Frens asked for nominations for the position of Chair of the Prison Board of Inspectors. Commissioner Moskowitz nominated Commissioner Maxwell for Chair. Commissioner Roe nominated District Attorney de Barrena-Sarobe for Chair. A vote was conducted; Commissioner Maxwell was elected as Chair of the Prison Board of Inspectors after a 6 to 1 vote in his favor.

NOMINATION AND ELECTION OF PRISON BOARD OF INSPECTORS CHAIR

4. NOMINATION AND ELECTION OF PRISON BOARD OF INSPECTORS VICE CHAIR

Chair Maxwell asked for nominations for the position of Vice-Chair of the Prison Board of Inspectors. Commissioner Maxwell nominated Commissioner Moskowitz for Vice-Chair. A vote was conducted; Commissioner Moskowitz was unanimously elected as Vice-Chair of the Prison Board of Inspectors.

NOMINATION AND ELECTION OF VICE CHAIR

5. NOMINATION AND ELECTION OF PRISON BOARD OF INSPECTORS SECRETARY

Chair Maxwell asked for nominations for the position of Secretary of the Prison Board of Inspectors. Commissioner Moskowitz nominated Controller Reif for Secretary. A vote was conducted; Controller Reif was unanimously elected as Secretary of the Prison Board of Inspectors.

NOMINATION AND ELECTION OF SECRETARY

6. NOMINATION AND ELECTION OF PRISON BOARD OF INSPECTORS PRESIDENT PRO TEMPORE

Chair Maxwell asked for nominations for the position of President Pro Tempore of the Prison Board of Inspectors. Commissioner Maxwell nominated District Attorney de Barrena-Sarobe. Commissioner Moskowitz nominated President Judge Hall, who declined the nomination. A vote was conducted; District Attorney de Barrena-Sarobe was elected as President Pro Tempore of the Prison Board of Inspectors.

NOMINATION AND ELECTION OF PRESIDENT PRO TEMPORE

7. CONFIRMATION OF 2024 PRISON BOARD OF INSPECTORS MEETING SCHEDULE ADVERTISED

County Administrator Bobby Kagel confirmed that the 2024 Public Meeting schedule of the Chester County Prison Board of Inspectors was advertised in the *Daily Local News* on December 27, 2023.

CONFIRMATION OF 2024 COMMISSIONERS MEETING SCHEDULE ADVERTISED

PROMULGATION AND ADOPTION OF MEETINGS RULES AND REGULATIONS FOR PRISON BOARD OF INSPECTORS

Commissioner Moskowitz made a motion to approve the proposed Meeting Rules and Regulations for Prison Board of Inspectors Meetings. Commissioner Roe seconded the motion. All were in favor; motion carried to approve the proposed Meeting Rules and Regulations for Prison Board of Inspectors Meetings.

PROMULGATION AND ADOPTION OF MEETINGS RULES AND REGULATIONS FOR PRISON BOARD OF INSPECTORS MEETINGS

8. ADJOURNMENT

The meeting was adjourned following a motion made by Commissioner Roe, which was seconded by Commissioner Moskowitz. Motion carried to adjourn the meeting. Meeting adjourned at 10:37 AM.

ADJOURNMENT