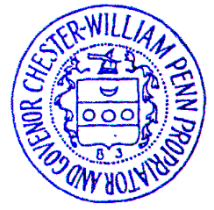




THE COUNTY OF CHESTER



COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

OFFICE OF THE COMMISSIONERS
313 W. Market Street, Suite 6202
P.O. Box 2748
West Chester, PA 19380-0991
(610) 344-6100

PRISON BOARD OF INSPECTORS MINUTES

February 29, 2024

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 1:34 PM on Thursday, February 29, 2024, in the Commissioners' Board Room by Commissioner Josh Maxwell. Commissioner Eric Roe, President Judge John Hall, Controller Margaret Reif, Sheriff Kevin Dykes, and District Attorney Chris de Barrena-Sarobe were present in person, Commissioner Marian Moskowitz attended virtually.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell asked County Administrator Bobby Kagel to lead the Pledge of Allegiance

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Acting Warden Holland recognized the presence of Deputy Warden Brian Sheller. Acting Warden Holland also recognized CO Chavous, CO Edwards, and CO Manwiller each for their 5 years of service, Maintenance Supervisor DiFilippo for 37 years of service, Cpt. Brooks for 39 years of Service and CO Presswood as January's Employee of the Month.

ANNOUNCEMENTS

Commissioner Maxwell announced the Prison Board of Inspectors met in Executive Session on Wednesday, January 24, 2024, to discuss personnel and legal matters.

4. MINUTES OF PREVIOUS MEETING

District Attorney de Barrena-Sarobe made a motion to approve the Prison Board of Inspectors minutes from the meeting on January 24, 2024. President Judge Hall seconded the motion. All were in favor; motion carried to approve the minutes from the January 24, 2024, Prison Board of Inspectors Meeting.

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

There was no public comment on the agenda.

PUBLIC COMMENT

6. ADOPTION OF AGENDA

Controller Reif made a motion to adopt the agenda. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to adopt the February 29, 2024, Prison Board of Inspectors Meeting agenda.

ADOPTION OF AGENDA

7. OLD BUSINESS

There were no items of old business.

OLD BUSINESS

a. MONTHLY REPORT**Monthly Report**

Acting Warden Holland presented the monthly update on the Prison for January 2024, noting that the average daily inmate population was 686, as compared to 687 in the previous year.

The Acting Warden noted that on January 31, 2024, there were 678 inmates held, and no juvenile offenders housed in the Prison during the month.

Central Booking had 122 arrestees, 63 of which made bail, and 59 were committed in January 2024.

The Correctional Center for January had an average daily population of 22 residents, the same as this time last year.

For Security, there were 2 transports to SCI in January for a total number of 14 inmates transported to SCI.

There were 47 medical transports, 12 of which were to the emergency room.

There was 1 Correctional Emergency Unit activation in December for non-complaint behavior.

There were 46 inmate disciplinary actions for major misconduct. There were 37 inmates housed on the Restricted Housing Unit.

There were 190 Video Conferencing Hearings in December with an approximate cost savings of \$19,000.

The Acting Warden reported the following medical updates:

- Inmates seen at sick call: 515
- Inmates on prescription or “over-the-counter” medications: 56%
- Inmates on psychotropic medications: 39%
- Inmates on suicide watch: 11%

The Acting Warden reported the following mental health updates:

- Seriously Mentally Ill Individuals: 70
- Inmates at Norristown State Hospital (N.S.H.): 13
- Inmates awaiting a bed at N.S.H.: 0

Additionally, Acting Warden Holland reported Institutional Programming included Anger Management, Crime Victims, CVIM – Oral Hygiene, Depression/Anxiety Management, Drug and Alcohol, Dual Diagnosis, Exit, Enter, Employ (E3), Financial Workshop, Re-Entry, SAVE – Suicide Prevention, Stable Pathways, Thinking for a Change, and 21 and Under High School Based Curriculum with 164 participants.

Acting Warden Holland reported that in the month of January 2024 a total of \$6,858.72 was collected for inmate booking fees and a total of \$1,798.89 was collected for inmate financial responsibilities.

Monthly Report (cont.)

Lastly, it was reported that the Prison has 10 staff members currently in training at the Basic Training Academy, with 5 slated to graduate on March 8, 2024. 143 officers participated in additional training including Weapons Qualifications, Correctional Emergency Unit, Sorter Body Scanner, PREA, Uniform Policy, Emergency Evacuation Plan, and HIS Level I Instructor.

b. PRISON SECURITY IMPROVEMENT UPDATES

Prison Security Improvement Updates

Acting Warden Holland reported the Programmable Logic Controllers Project has begun with a projected completion date of April 2024. The additional cameras and sensors for the rear roof was approved on the February 14, 2024, Commissioners' Meeting Agenda.

Acting Warden Holland reported the upgrade in camera equipment to allow additional cameras onto the prison system will be looked at in two weeks. Addition of razor wire to perimeter fence and yards is on the contract agenda today for approval, and if approved, will appear on the March 14, 2024, Commissioners' Meeting Agenda. Added fencing and security fence rattle sensors are also on today's contract agenda and will be on the March 14, 2024, Commissioners' Meeting Agenda if approved.

Countertop replacements for Sections 5 and 6 was approved in October 2023, but has not been completed. The contract is due to expire on March 15, 2024. Prison staff will follow up with Facilities and the vendor to extend the contract.

Acting Warden Holland reported the project to replace air handlers and air scrubbers for work release and portions of the prison through a PCCD Grant is in process. Scope of work and design will be completed for RFP quickly. Once approved, the projected completion date is July 2024.

Additionally, Acting Warden Holland reported that windows from Sections 3 and 4 showers have fallen into disrepair and are set to be removed and blocked off.

The roof project will be done in phases over the next three years.

The Medication Assisted Treatment Program with new psych techs was reviewed. The layout of the prison is under review to facilitate ease of operation and staff movement.

The intercom system and the 27 Shack septic system are under review for possible replacement.

Acting Warden Holland reported possible locations for housing the K-9 program at the prison, which is expected to be launched in March 2024, are under review, including possibly modifying an existing garage bay for kennel placement.

Prison Security Improvement Updates (cont.)

Acting Warden Holland reported the following projects are under review:

- Creation of, and location for, Internal Affairs office
- Eliminating all moisture and mold from work release basement
- Returning the Gym to service

Additionally, Acting Warden Holland reported the installation of card readers in the Administration area is in the design phase and remodeling the control room will be a scope of work project. The Acting Warden also reported the hot water heater was replaced, and the purchase of ballistic vests through the Federal Grant Reimbursement program is ongoing. Acting Warden concluded his report by announcing that new inmate uniforms have been rolled out for maximum security and escape risk prisoners.

Commissioner Maxwell requested clarification on Chester County's status as a "Sanctuary County." Acting Warden Holland reported Chester County is not a sanctuary county. Chester County Prison's policy regarding individuals who are committed on an ICE detainer conforms to the U.S. Constitution and the U.S. Supreme Court precedent. The County does nothing to impede or prevent Federal law enforcement authorities from performing their job duties.

c. HUMAN RESOURCES MATTERS

Commissioner Roe made a motion to approve hires and rehires. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to approve hires and rehires. Controller Reif made a motion to approve ends of employment. President Judge Hall seconded the motion. District Attorney de Barrena-Sarobe abstained. Motion carried to approve ends of employment.

**Human Resources Matters
approved**

d. CONTRACTS

Commissioner Roe made a motion to approve the Contracts Agenda. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to approve the Contracts Agenda.

Contracts approved

e. GRANTS

District Attorney de Barrena-Sarobe made a motion to approve the Grants Agenda. President Judge Hall seconded the motion. Motion carried to approve the Grants Agenda.

Grants approved

f. VOUCHERS AS SUBMITTED BY CONTROLLER

Sheriff Dykes made a motion to approve the Vouchers as Submitted by Controller. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to approve the Vouchers as Submitted by Controller.

Vouchers approved

9. PUBLIC COMMENT

Stephanie Hoopman from Pocopson Township expressed her thanks to Acting Warden Holland for his efforts to update the community on safety and security measures taken at the prison and requested information regarding the timeline for the hiring of a permanent Warden.

PUBLIC COMMENT

10. ADJOURNMENT

Commissioner Maxwell acknowledged the presence of Raymond McKay, Member of the Pocopson Township Board of Supervisors.

ADJOURNMENT

District Attorney de Barrena-Sarobe made a motion to adjourn, which was seconded by President Judge Hall. Motion carried to adjourn the meeting. Meeting adjourned at 2:01 PM.