



THE COUNTY OF CHESTER



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PRISON BOARD OF INSPECTORS MINUTES

March 25, 2024

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 12:34 PM on Monday, March 25, 2024, at the Chester County Prison by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, Commissioner Eric Roe, President Judge John Hall, Controller Margaret Reif, Sheriff Kevin Dykes, and District Attorney Chris de Barrena-Sarobe were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell asked Solicitor Colleen Frens to lead the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Acting Warden Holland recognized CO Wilson for 10 years of service, Counselor Garcia for 15 years of service, Maintenance Supervisor Oxendine for 15 years of service, CO Greenleaf and CO Sciotti-Walls each for 20 years of service. CO Weed was recognized as February's Employee of the Month.

ANNOUNCEMENTS

Commissioner Maxwell announced the Prison Board of Inspectors met in Executive Session on Thursday, February 29, 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 Thursday, February 29, 2024. President Judge Hall seconded the motion. All were in favor; motion carried to approve the minutes from the Thursday, February 29, 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

Commissioner Moskowitz made a motion to adopt the agenda. Controller Reif seconded the motion. Motion carried to adopt the Monday, March 25, 2024, Prison Board of Inspectors Meeting agenda.

ADOPTION OF AGENDA

7. OLD BUSINESS

There were no items of old business.

OLD BUSINESS

8. NEW BUSINESS

NEW BUSINESS

a. MONTHLY REPORT

Monthly Report

Acting Warden Holland presented the monthly update on the Prison for February 2024, noting that the average daily inmate population was 675, as compared to 682 in the previous year.

The Acting Warden noted that on February 29, 2024, there were 664 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had 132 arrestees in February from 35 different agencies. Central Booking had a year-to-date total of 254 arrestees, of which 111 made bail, and 143 were committed.

The Correctional Center for February had an average daily population of 22 residents, the average at this time last year was 30.

For Security, there was 1 transport to a State Correctional Institute (SCI) in February for a total number of 9 inmates transported to SCI.

There were 50 medical transports, 11 of which were to the emergency room.

There were 5 Correctional Emergency Unit activations in February for non-complaint behavior.

There were 48 inmate disciplinary actions for major misconduct. There were 38 inmates housed on the Restricted Housing Unit.

There were 180 Video Conferencing Hearings in February with an approximate cost savings of \$18,000.

The Acting Warden reported the following medical updates:

- Inmates seen at sick call: 514
- Inmates on prescription or “over-the-counter” medications: 59%
- Inmates on psychotropic medications: 39%
- Inmates on suicide watch: 13%

The Acting Warden reported the following mental health updates:

- Previous Need: 118
- Present Need: 246
- Most Serious Need: 64
- Inmates at Norristown State Hospital (N.S.H.): 14
- Inmates awaiting a bed at N.S.H.: 1
- Court Orders received in February for commitment to N.S.H.: 4

Additionally, Acting Warden Holland reported Institutional Programming included Alcohol Anonymous, Anger Management,

Taken and Transcribed by Amy Cuthbertson

Monthly Report (cont.)

Crime Victims, CVIM – Oral Hygiene, Depression/Anxiety Management, Drug and Alcohol, Dual Diagnosis, Financial Workshop, New Choices, Re-Entry, Stable Pathways, Thinking for a Change, and 21 and Under High School Based Curriculum with 180 participants.

Acting Warden Holland reported that in the month of February 2024 a total of \$7,254.04 was collected for inmate booking fees and a total of \$1,498.03 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had 0 officers go through the Basic Training Academy in February. 7 staff members are currently in training, 5 graduated on March 8, 2024, and 4 officers are scheduled to graduate on March 29, 2024. 252 officers participated in additional training including Weapons Qualifications, Correctional Emergency Unit, Tablets, PREA, House Bill 900, Closet Inventory, Timekeeping/Breaks, CPR/First Aid, NCIC Recertification, and Leadership East Brandywine Police Department.

Controller Reif requested clarification on the House Bill 900 Training Class. Acting Warden Holland reported the House Bill 900 training covered treatment of pregnant inmates.

i. Presentation on the E3 (Exit, Enter, Employ) Program

Jill Stoltzfus, Career Readiness Coordinator/E3 Re-Entry Coordinator, and Andrea Vaughn, Supervisor, Adult Education, Workforce Programs and Grant Management at Chester County Intermediate Unit (CCIU) presented on the E3 (Exit, Enter, Employ) program. The presentation highlighted how the E3 Program relates to the County's Strategic Plan and the components of the program. Information regarding the program's funding, timeline, and success were also presented. Finally, an outline of the next steps for the program and its operational costs were presented.

E3 (Exit, Enter, Employ) Program Presentation

b. PRISON SECURITY IMPROVEMENT UPDATES

Acting Warden Holland reported the Programmable Logic Controllers Project is in progress despite slow-downs due to infrastructure complications.

Prison Security Improvement Updates

Acting Warden Holland reported the upgrade in camera equipment to allow additional cameras onto the prison system is moving forward and construction of the additional razor wire to perimeter fence and yards has begun with stone foundation install.

Countertop replacements is in progress and roughly half the cell blocks are complete.

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 and progress has been made on the scope of work and design.

**Prison Security
Improvement Updates
(cont.)**

Additionally, Acting Warden Holland reported that removal and blocking of windows from Sections 3 and 4 showers has not yet begun.

The roof project will be done in phases over the next three years and there has been some movement in securing a start date.

The new psych techs for the Medication Assisted Treatment Program have not yet arrived.

The previous designs for the intercom system and the 27 Shack septic system have been reviewed to assist with new plans.

Acting Warden Holland reported the K-9 program at the prison is awaiting the arrival of funding and for mutual training dates to be agreed upon with the Sheriff's Department.

Acting Warden Holland reported a location within the prison has been chosen for an Internal Affairs office. Additionally, discussions with Facilities have begun regarding the moisture removal process from the work release basement, and returning the gym to service is pending.

Additionally, Acting Warden Holland reported the quote for the installation of card readers in the Administration area has been returned and was over budget. The project is currently on hold.

c. HUMAN RESOURCES MATTERS

President Judge Hall made a motion to approve hires and rehires. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to approve hires and rehires. Sherrif Dykes made a motion to approve ends of employment. President Judge Hall seconded the motion. Motion carried to approve ends of employment.

**Human Resources Matters
approved**

d. CONTRACTS

Commissioner Moskowitz made a motion to approve the Contracts Agenda. Controller Reif seconded the motion. Motion carried to approve the Contracts Agenda.

Contracts approved

e. VOUCHERS AS SUBMITTED BY CONTROLLER

President Judge Hall 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

There was no public comment.

PUBLIC COMMENT

10. ADJOURNMENT

Commissioner Maxwell acknowledged the presence of Elaine DiMonte, Chairwoman, Pocopson Township Board of Supervisors.

ADJOURNMENT

Commissioner Roe made a motion to adjourn, which was seconded by President Judge Hall. Motion carried to adjourn the meeting. Meeting adjourned at 1:10 PM.