



THE COUNTY OF CHESTER



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PRISON BOARD OF INSPECTORS MINUTES

April 29, 2024

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 1:01 PM on Monday, April 29, 2024, in the Commissioners' Board Room, by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, Commissioner Eric Roe, President Judge John Hall, Sheriff Kevin Dykes, and District Attorney Chris de Barrena-Sarobe were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell asked Elaine DiMonte, Chairwoman, Pocopson Township Board of Supervisors, to lead the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Acting Warden Holland recognized Supervisor Taniguchi for 25 years of service, CO Roman for 5 years of service, and CO Slater for 5 years of service. Counselor Marchegiano was recognized as March's Employee of the Month. Corporal Suah was recognized as Supervisor of the Quarter.

ANNOUNCEMENTS

Commissioner Maxwell announced the Prison Board of Inspectors met in Executive Session on Monday, March 25, 2024, to discuss personnel and legal matters.

4. MINUTES OF PREVIOUS MEETING

Commissioner Moskowitz made a motion to approve the Prison Board of Inspectors minutes from the meeting on Monday, March 25, 2024. President Judge Hall seconded the motion. All were in favor; motion carried to approve the minutes from the Monday, March 25, 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 Roe made a motion to adopt the agenda. President Judge John Hall seconded the motion. Motion carried to adopt the Monday, April 29, 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

a. APPOINTMENT OF HOWARD HOLLAND AS WARDEN

Commissioner Roe made a motion to appoint Howard Holland as Warden. Commissioner Moskowitz seconded the motion. Motion carried to appoint Howard Holland as Warden.

b. MONTHLY REPORT

Warden Holland presented the monthly update on the Prison for March 2024, noting that the average daily inmate population was 689, as compared to 687 in the previous year.

The Warden noted that on March 31, 2024, there were 713 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had 143 arrestees in March. Central Booking had a year-to-date total of 397 arrestees from 40 different agencies, of which 167 made bail, and 230 were committed.

The Correctional Center for March had an average daily population of 28 residents, the average at this time last year was 32.

For Security, there were 2 transport to a State Correctional Institute (SCI) in March for a total number of 13 inmates transported to SCI.

There were 43 medical transports, 10 of which were to the emergency room.

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

There were 54 inmate disciplinary actions for major misconduct. There were 36 inmates housed on the Restricted Housing Unit.

There were 230 Video Conferencing Hearings in March with an approximate cost savings of \$23,000.

The Warden reported the following medical updates:

Inmates seen at sick call: 535

Inmates on prescription or "over-the-counter" medications: 60%

Inmates on psychotropic medications: 37%

Inmates on suicide watch: 12%

NEW BUSINESS

Appointment of Howard Holland as Warden approved

Monthly Report

The Warden reported the following mental health updates:

Serious Mentally Ill Inmates: 68

Inmates at Norristown State Hospital (NSH): 15

Inmates awaiting a bed at NSH: 1

Court Orders received in March for commitment to NSH: 2

Additionally, Warden Holland reported Institutional Programming included Alcohol Anonymous, Anger Management, Crime Victims, Depression/Anxiety Management, Drug and Alcohol, Dual Diagnosis, Exit, Enter, Employ (E3), Head Start, New Choices, One Page at a Time, Question, Persuade, Refer (QPR), Re-Entry, Stable Pathways, and Thinking for a Change, with 300 participants.

Warden Holland reported that in the month of March 2024 a total of \$7,912.00 was collected for inmate booking fees and a total of \$1,421.82 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had 7 officers go through the Basic Training Academy in March. 2 graduated on April 19, 2024, and 5 officers are scheduled to begin on May 13, 2024. 199 officers participated in additional training including Weapons Qualifications, Correctional Emergency Unit, PREA, House Bill 900, Emergency Plans and Procedures, The Art of Correctional Leadership, Pointman Leadership, Outlaw Motorcycle Gangs, Health Training for Correctional Officers, and Chemical Munitions/Less Lethal.

c. PRISON SECURITY IMPROVEMENT UPDATES

Warden Holland reported the Programmable Logic Controllers Project is in progress with projected completion date of May 2024.

**Prison Security
Improvement Updates**

Warden Holland reported the additional cameras for the roof arrived at the prison and the installation of brackets and wiring has begun. The razor wire install on the interior yards is complete, and the install of razor wire to the exterior yards is nearing completion.

Warden Holland reported the countertop replacements are ongoing, and the project to replace air handlers and air scrubbers for work release and portions of the prison will be completed within the necessary timetable.

Additionally, Warden Holland reported that 3 vendors plan to submit bids for removal and blocking of windows from Sections 3 and 4 showers.

The remodeling of offices for psych techs is complete, dividers are installed, and tables will be added.

Warden Holland reported the scope of work plans for a new intercom system are in development and the installation of a new septic tank

will be completed in several stages. Additionally, one washer and one dryer need to be replaced.

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

Warden Holland reported the remodeling of garages to host the K-9 program has not yet begun.

Additionally, Warden Holland reported the request for the installation of card readers in the Administration area will happen in 2025.

Warden Holland reported a training of maintenance personnel for mold and moisture removal was completed by several staff. Additionally, Xray scanners are on hold until policies and procedures are updated.

Finally, the hot water heaters have been replaced, the demolition of the pump room is pending, and the purchase of 30-40 ballistic vests has been approved.

**d. CHESTER COUNTY INTERMEDIATE
PUNISHMENT PLAN**

**Chester County
Intermediate Punishment
Plan approved**

Chris Pawlowski, Director, Adult Probation, Parole, and Pretrial Services, presented a proposal for the acceptance and approval of the Chester County Intermediate Punishment (IP) Plan, a sentencing alternative for non-violent individuals that come before the court. President Judge Hall made a motion to approve the IP Plan. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to approve the IP Plan.

e. HUMAN RESOURCES MATTERS

**Human Resources Matters
approved**

Commissioner Moskowitz made a motion to approve ends of employment. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to approve ends of employment.

f. CONTRACTS

Contracts approved

Sheriff Dykes made a motion to approve the Contracts Agenda. Commissioner Moskowitz seconded the motion. Motion carried to approve the Contracts Agenda.

g. VOUCHERS AS SUBMITTED BY CONTROLLER

Vouchers approved

District Attorney de Barrena-Sarobe made a motion to approve the vouchers as submitted by Controller. Commissioner Roe seconded the motion. Motion carried to approve the vouchers as submitted by Controller.

9. PUBLIC COMMENT

Stephanie Hoopman, Pocopson Township, congratulated Warden Holland on his appointment as new prison warden and thanked him for his ongoing efforts to improve communication, safety, and security.

PUBLIC COMMENT

10. ADJOURNMENT

Commissioner Moskowitz made a motion to adjourn, which was seconded by President Judge Hall. Motion carried to adjourn the meeting. Meeting adjourned at 1:23 PM.

ADJOURNMENT