



THE COUNTY OF CHESTER



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PRISON BOARD OF INSPECTORS MINUTES

August 28, 2024

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 2:00 PM on Wednesday, August 28, 2024, in the Commissioners' Board Room, 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 Assistant County Solicitor Faith Mattox-Baldini to lead the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Warden Holland recognized CO Gray for 15 years of service, CO Hamilton for 35 years of service, Counselor Francis for 10 years of service, and CO Beals was recognized as July's Employee of the Month.

ANNOUNCEMENTS

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

4. MINUTES OF PREVIOUS MEETING

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

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

Linda Moore of Pocopson Township expressed thanks to Warden Holland for the accomplishments at the prison this past year. Ms. Moore also expressed concerns regarding vendor selection and updates to the exterior yard improvements.

PUBLIC COMMENT

Stephanie Hoopman of Pocopson Township expressed thanks to Warden Holland for the improved communication and transparency. Ms. Hoopman also expressed concern regarding the redesign of the exterior yards and the vendor selection process.

Jeff Martin of Coatesville expressed concerns regarding communications with the Adult Probation Department.

Darrell Lee, Chester County Employee, expressed concerns regarding facility conditions and staffing at the prison.

**PUBLIC COMMENT
(cont.)**

Elaine DiMonte of Pocopson Township expressed thanks to Warden Holland for his thorough updates to residents of Pocopson Township. Ms. DiMonte expressed concerns regarding prison staffing.

6. ADOPTION OF AGENDA

ADOPTION OF AGENDA

Controller Reif made a motion to adopt the agenda. President Judge Hall seconded the motion. Motion carried to adopt the Wednesday, August 28, 2024, Prison Board of Inspectors Meeting agenda.

7. OLD BUSINESS

OLD BUSINESS

8. NEW BUSINESS

NEW BUSINESS

a. MONTHLY REPORT

Monthly Report

Warden Holland presented the monthly update on the Prison for July 2024, noting that the average daily inmate population was 716, as compared to 710 in the previous year.

The Warden noted that on July 31, 2024, there were 708 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had 173 arrestees in July. Central Booking had a year-to-date total of 1013 arrestees from 43 different agencies, of which 487 made bail, and 526 were committed.

The Correctional Center for July 2024 had an average daily population of 38 residents, the average at this time last year was 44.

For Security, there were 4 transports to a State Correctional Institute (SCI) in July for a total of 21 inmates transported to SCI.

There were 40 medical transports, 12 of which were to the emergency room.

There was 1 Correctional Emergency Unit activation in July for non-compliant behavior.

There were 66 inmate disciplinary actions for major misconduct. There were 36 inmates housed on the Restricted Housing Unit.

There were 223 Video Conferencing Hearings in July with an approximate cost savings of \$22,300.

The Warden reported the following medical updates:

Inmates seen at sick call: 556

Inmates on prescription or “over-the-counter” medications: 61%

Inmates on psychotropic medications: 36%

Inmates on suicide watch: 8%

The Warden reported the following mental health updates:

Serious Mentally Ill Inmates: 68

Inmates at Norristown State Hospital (NSH): 16

Inmates awaiting a bed at NSH: 1

Court Orders received in May for commitment to NSH: 4

Additionally, Warden Holland reported Institutional Programming included Alcohol Anonymous, Anger Management, Community Volunteers in Medicine, Crime Victims, Drug and Alcohol, Exit, Enter, Employ (E3), Flagger Training Certification, M-Block Groups, Oral Hygiene, One Page at a Time, Question, Persuade, Refer (QPR), Re-Entry, Signs, Ask, Validate, Encourage & Expedite (S.A.V.E), Stable Pathways, Strategies for Overcoming Debt, Thinking for a Change, and Understanding and Rebuilding Credit, with 473 participants.

Warden Holland reported that in the month of July 2024 a total of \$6,127.25 was collected for inmate booking fees and a total of \$1,875.39 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had no officers go through the Basic Training Academy in the month of July, with 5 officers in training currently, 3 officers in background check process, and 2 interviews scheduled. 157 officers participated in additional training including Weapons Qualifications, P.R.E.A, Correctional Emergency Unit, Non-Security Key Control/Radio Communications, Cell Integrity, Grant Writing, Rifle Training IC. Xylazine The Drug, The Impact, The Problem (FBI), Drone, Radio Training, and Rifle Training Instructor.

b. PRISON SECURITY IMPROVEMENT UPDATES

Warden Holland reported there are 47 active improvement projects underway at the prison. The Warden recognized the prison maintenance division for their diligence in completing improvement projects. The Warden reported the Counselor Department is fully staffed as is the Maintenance Department and the Warden is working to make other divisions made whole.

Commissioner Maxwell noted the amount of construction at the prison and Warden Holland’s successful navigation of the procurement system and leveraging of dollars responsibly.

**Prison Security
Improvement Updates**

Commissioner Maxwell provided updates regarding the exterior yard improvements.

**Prison Security
Improvement (cont.)**

c. HUMAN RESOURCES MATTERS

**Human Resources Matters
approved**

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.

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

Controller Reif made a motion to approve retirements. President Judge Hall seconded the motion. Motion carried to approve retirements.

d. CONTRACTS

Contracts approved

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

e. VOUCHERS AS SUBMITTED BY CONTROLLER

Vouchers approved

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.

9. PUBLIC COMMENT

PUBLIC COMMENT

Linda Moore of Pocopson Township expressed her requests for transparency with the public regarding exterior yard redesign decision and a non-voting Pocopson Township resident to be seated on the Prison Board of Inspectors. Ms. Moore also expressed gratitude for her previous concerns being addressed by the Prison Board of Inspectors.

Stephanie Hoopman of Pocopson Township requests proper due diligence is completed prior to votes held by the Prison Board of Inspectors.

10. ADJOURNMENT

ADJOURNMENT

District Attorney de Barrena-Sarobe made a motion to adjourn, which was seconded by Controller Reif. Motion carried to adjourn the meeting. Meeting adjourned at 2:49 PM.