



THE COUNTY OF CHESTER



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PRISON BOARD OF INSPECTORS MINUTES

March 19, 2025

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 2:05 PM on Wednesday, March 19, 2025, at the Chester County Prison by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, Commissioner Eric Roe, Controller Margaret Reif, Sheriff Kevin Dykes, President Judge Ann Marie Wheatcraft, and District Attorney Chris de Barrena-Sarobe were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Warden Holland recognized CO Greenleaf as February's Employee of the Month, Deputy Warden Roberts was recognized for 34 years of service, CO Costello, CO Guldán, CO Leary, and CO Lockhart were each recognized for 5 years of service.

ANNOUNCEMENTS

Commissioner Maxwell announced the Prison Board of Inspectors met in Executive Session on Wednesday, February 19, 2025, 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, February 19, 2025. District Attorney de Barrena-Sarobe seconded the motion. All were in favor; motion carried to approve the minutes from the Wednesday, February 19, 2025, Prison Board of Inspectors Meeting.

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

There was no public comment on agenda items.

PUBLIC COMMENT

6. ADOPTION OF AGENDA

District Attorney de Barrena-Sarobe made a motion to adopt the agenda. Commissioner Moskowitz seconded the motion. Motion carried to adopt the Wednesday, March 19, 2025, 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

Warden Holland presented the monthly update on the Prison for February 2025, noting the average daily inmate population was 631, as compared to 675 in the previous year.

The Warden noted that on February 28, 2025, there were 618 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had a year-to-date total of 257 arrestees, of which 138 made bail and 119 were committed, there were 132 arrestees in February, representing 37 different agencies.

The Correctional Center for February 2025 had an average daily population of 23 residents, the average at this time last year was 22.

For Security, there were 3 transports to a State Correctional Institute (SCI) in February for a total of 19 inmates transported to SCI. 29 inmates were held pending transfer to SCI, and 6 inmates were held for criminal action/return to SCI.

There were 54 medical transports, 12 of which were to the emergency room.

There were 0 Correctional Emergency Unit activations in February.

There were 46 inmate disciplinary actions for major misconduct. There were 25 inmates housed on the Restricted Housing Unit.

There were 164 Video Conferencing Hearings in February with an approximate cost savings of \$16,400.

The Warden reported the following medical updates:

- Inmates seen at sick call: 601

- Inmates on prescription or “over-the-counter” medications: 66%

- Inmates on psychotropic medications: 43%

- Inmates on suicide watch: 9%

The Warden reported the following mental health updates:

- Serious Mentally Ill Inmates: 69

- Inmates at Norristown State Hospital (NSH): 16

- Inmates awaiting a bed at NSH: 1

- Court Orders received in February for commitment to NSH: 3

Additionally, Warden Holland reported Institutional Programming included Alcohol Anonymous, Anger Management, Budgeting for Life, Crime Victims, Community Volunteers in Medicine, Draw the Line, Drug and Alcohol, Home of the Sparrow, Inside Out, Labs

(Forklift, Auto Spray, Machining, and Flagger Training), Maternal & Child Health, One Page at a Time, Open Hearth, Opioid Workforce Recovery, Question, Persuade, Refer, Stable Pathways, Thinking for a Change, and Understanding and Rebuilding Credit, with 322 participants.

Monthly Report (cont.)

Warden Holland reported that in the month of February 2025 a total of \$6,522.85 was collected for inmate booking fees and a total of \$1,657.17 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had 11 officers complete the Basic Training Academy in the month of February and 11 officers graduated on February 10. Warden Holland also reported that 5 employees no longer work for Chester County Prison, and the prison netted 7 additional employees as of March 19, 2025. 215 officers participated in additional training including Weapons Qualifications, Prison Rape Elimination Act, Defensive Tactics. De-Escalation and Crisis Response, Hostage Negotiation, G.L.O.V.E (Electronic), Pointman Leadership Ethics, Advanced Correctional Emergency Response Instructor and Use of Force Certification, Tactical Skills for Active Threat, Low Light Shooting, Introduction to Point and Shoot, and Professional Conduct.

b. PRISON SECURITY IMPROVEMENT UPDATES

Warden Holland reported the roof repairs are ongoing, kitchen at the Correctional Center is nearing completion, and water heater replacement project is complete. Additionally, the pump room and captains' locker room remodeling are underway.

Prison Security Improvement Updates

c. HUMAN RESOURCES MATTERS

Controller Reif made a motion to approve hires and rehires. Commissioner Moskowitz seconded the motion. Motion carried to approve hires and rehires.

Human Resources Matters approved

Commissioner Roe made a motion to approve ends of employment. Commissioner Moskowitz seconded the motion. Motion carried to approve ends of employment.

d. BID AWARD FOR PRISON BASEMENT HVAC UPGRADE

Controller Reif made a motion to approve the BID Award for Prison Basement HVAC Upgrade. Sheriff Dykes seconded the motion. Motion carried to approve the BID Award for Prison Basement HVAC Upgrade.

BID Award for Prison Basement HVAC Upgrade approved

e. CONTRACTS

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

Contracts approved

f. VOUCHERS AS SUBMITTED BY CONTROLLER

Commissioner Roe made a motion to approve the vouchers as submitted by Controller. Commissioner Moskowitz 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 Moskowitz made a motion to adjourn, which was seconded by Sheriff Dykes. Motion carried to adjourn the meeting. Meeting adjourned at 2:16 PM.

ADJOURNMENT