



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

April 23, 2025

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 2:02 PM on Wednesday, April 23, 2025, in the Commissioners Board Room by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, 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 asked George Roberts, Deputy Warden of Treatment, to lead the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Warden Holland recognized Sgt Hawkins for 25 years of service and CO Gustke for 15 years of service. March's Employee of the Month was CO Sciotti-Walls, and the Supervisor of the Quarter was Cpl Guthrie.

ANNOUNCEMENTS

Commissioner Maxwell announced that the Prison Board of Inspectors met in Executive Session on Wednesday, March 19, 2025, 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 Wednesday, March 19, 2025. Sheriff Dykes seconded the motion. All were in favor; motion carried to approve the minutes from the Wednesday, March 19, 2025, Prison Board of Inspectors Meeting.

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

Stephanie Hoopman, Pocopson Township, thanked the Prison Board of Inspectors for promises kept in providing security updates to the prison.

PUBLIC COMMENT

6. ADOPTION OF AGENDA

Commissioner Moskowitz made a motion to adopt the agenda. Sheriff Dykes seconded the motion. Motion carried to adopt the Wednesday, April 23, 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 March 2025, noting the average daily inmate population was 634, as compared to 689 in the previous year.

The Warden noted that on March 31, 2025, there were 642 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had a year-to-date total of 408 arrestees, of which 205 made bail and 203 were committed, there were 151 arrestees in March, representing 40 different agencies.

The Correctional Center for March 2025 had an average daily population of 25 residents, the average at this time last year was 28.

For Security, there were 2 transports to a State Correctional Institute (SCI) in March for a total of 13 inmates transported to SCI. 30 inmates were held pending transfer to SCI, and 5 inmates were held for criminal action/return to SCI.

There were 53 medical transports, 17 of which were to the emergency room.

There were 2 Correctional Emergency Unit activations in March for non-compliant behavior.

There were 66 inmate disciplinary actions for major misconduct. There were 31 inmates housed in the Restricted Housing Unit.

There were 195 Video Conferencing Hearings in March with an approximate cost savings of \$19,500.

The Warden reported the following medical updates:

- Inmates seen at sick call: 641

- Inmates on prescription or "over-the-counter" medications: 63%

- Inmates on psychotropic medications: 44%

- Inmates on suicide watch: 12%

The Warden reported the following mental health updates:

- Serious Mentally Ill Inmates: 67

- Inmates at Norristown State Hospital (NSH): 21

- Inmates awaiting a bed at NSH: 0

- Court Orders received in February for commitment to NSH: 5

Additionally, Warden Holland reported Institutional Programming included Alcohol Anonymous, Anger Management, Budgeting Hacks, Crime Victims, Community Volunteers in Medicine, Draw the Line, Drug and Alcohol, Home of the Sparrow, Inside Out, MAC 609, One Page at a Time, Open Hearth, Opioid Workforce Recovery, Oral Hygiene, Parenting, Question, Persuade, Refer, Stable Pathways, Thinking for a Change, and West Chester Food Cupboard, with 419 participants.

Monthly Report (cont.)

Warden Holland reported that in the month of March 2025 a total of \$11,056.79 was collected for inmate booking fees and a total of \$2,848.64 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had 10 officers complete the Basic Training Academy in the month of March. Warden Holland also reported that 4 employees no longer work for Chester County Prison, and the prison netted 5 additional employees as of April 15, 2025. 197 officers participated in additional training including Weapons Qualifications, Defensive Tactics, Care Under Fire-Life Saving Measures, QPR (Question – Persuade – Refer) Instructor Certification, Advanced Pistol & Carbine Rifle, Navigating Internal Investigations, Stop the Bleed, CPR Instructor Certification, 25 Steps to Organizational Leadership, G.L.O.V.E. Use Certification, Restraint Chair, Supervisory Development (DOC), and Active Threat.

b. PRISON SECURITY IMPROVEMENT UPDATES

Warden Holland reported that the PIDS program is underway, and all other projects are progressing, including the yard enclosure project.

Prison Security Improvement Updates

c. HUMAN RESOURCES MATTERS

Commissioner Moskowitz made a motion to approve hires and rehires. Sheriff Dykes seconded the motion. Motion carried to approve hires and rehires.

Human Resources Matters approved

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

Commissioner Moskowitz made a motion to approve promotions. Sheriff Dykes seconded the motion. Motion carried to approve transfers.

Commissioner Moskowitz made a motion to approve ends of employment. Sheriff Dykes seconded the motion. Motion carried to approve end of employment.

d. BID AWARD FOR PRISON STAFF UNIFORMS

Sheriff Dykes made a motion to approve the BID Award for Prison Staff Uniform Upgrades. Commissioner Moskowitz seconded the

BID Award for Prison Staff Uniforms

motion. Motion carried to approve the BID Award for Prison Staff Uniform Upgrades.

e. CONTRACTS

Contracts approved

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

f. VOUCHERS AS SUBMITTED BY CONTROLLER

Vouchers approved

Sheriff Dykes 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.

9. PUBLIC COMMENT

PUBLIC COMMENT

There was no public comment.

10. ADJOURNMENT

ADJOURNMENT

Commissioner Moskowitz made a motion to adjourn, which was seconded by Sheriff Dykes. Motion carried to adjourn the meeting. Meeting adjourned at 2:19 PM.