



THE COUNTY OF CHESTER



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PRISON BOARD OF INSPECTORS MINUTES

June 25, 2025

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 2:03 PM on Wednesday, June 25, 2025, at the Chester County Prison by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, Commissioner Eric Roe, President Judge Anne Marie Wheatcraft, Controller Margaret Reif, and District Attorney Chris de Barrena-Sarobe were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell asked Colleen Frens, Chester County Solicitor, to lead the pledge.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Warden Holland recognized CO Beals for 15 years of service and CO Holloman for 10 years of service. May's Employee of the Month was Maintenance Supervisor Shores.

ANNOUNCEMENTS

Commissioner Maxwell announced that the Prison Board of Inspectors met in Executive Session on Wednesday, May 21, 2025, to discuss personnel and legal matters.

MINUTES APPROVED

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 Wednesday, May 21, 2025. Commissioner Moskowitz seconded the motion. All were in favor; motion carried to approve the minutes from the Wednesday, May 21, 2025, Prison Board of Inspectors Meeting.

PUBLIC COMMENT

5. PUBLIC COMMENT ON AGENDA

There was no public comment on agenda items

ADOPTION OF AGENDA

6. ADOPTION OF AGENDA

Controller Reif made a motion to adopt the agenda. President Judge Wheatcraft seconded the motion. Motion carried to adopt the Wednesday, June 25, 2025, Prison Board of Inspectors Meeting agenda.

OLD BUSINESS

7. OLD BUSINESS

There were no items of old business.

8. NEW BUSINESS

NEW BUSINESS

a. MONTHLY REPORT

Monthly Report

Warden Holland presented the monthly update on the Prison for May 2025, noting the average daily inmate population was 657, as compared to 709 in the previous year.

The Warden noted that on May 31, 2025, there were 672 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had a year-to-date total of 680 arrestees, of which 343 made bail and 337 were committed, there were 136 arrestees in May, representing 42 different agencies.

The Correctional Center for May 2025 had an average daily population of 26 residents, the average at this time last year was 33.

For Security, there were 3 transports to a State Correctional Institute (SCI) in May and 21 inmates transported to SCI. 47 inmates were held pending transfer to SCI, and 2 inmates were held for criminal action/return to SCI.

There were 46 medical transports, 14 of which were to the emergency room.

There were no Correctional Emergency Unit activations in May.

There were 74 inmate disciplinary actions for major misconduct. There were 21 inmates housed in the Restricted Housing Unit.

There were 158 Video Conferencing Hearings in May with an approximate cost savings of \$15,800.

The Warden reported the following medical updates:

- Inmates seen at sick call: 645

- Inmates on prescription or “over-the-counter” medications: 62%

- Inmates on psychotropic medications: 44%

- Inmates on suicide watch: 8%

The Warden reported the following mental health updates:

- Serious Mentally Ill Inmates: 68

- Inmates at Norristown State Hospital (NSH): 17

- Inmates awaiting a bed at NSH: 0

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

Monthly Report (cont.)

Additionally, Warden Holland reported Institutional Programming included Alcoholics Anonymous, Anger Management, Budgeting for Life, Crime Victims, Community Volunteers in Medicine, Digital Literacy, Draw the Line, Drug and Alcohol, G.E.D., MAC 609, Narcotics Anonymous, One Page at a Time, Open Hearth, Oral Hygiene, Parenting, Question, Persuade, Refer, Stable Pathways, Thinking for a Change, Understanding and Rebuilding Credit, and West Chester Food Cupboard, with 231 participants.

Warden Holland reported that in the month of May 2025 a total of \$9,690.38 was collected for inmate booking fees and a total of \$2,436.84 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had 7 officers complete the Basic Training Academy in the month of May. Warden Holland also reported that 6 employees no longer work for Chester County Prison, 5 additional employees started on May 27, 2025, and 10 additional employees started on June 23, 2025. Additionally, 5 more employees are scheduled to begin on July 7, 2025. As of June 25, 2025, the Prison has netted an increase of 9 employees. 150 officers participated in additional training including Weapons Qualifications, C.E.U., Grant Writing, Stop the Bleed, ALERRT, Introduction to Marksmanship, Gracie Survival Tactics, Pepperball Instructor/Armorer Certification, Retention and Recruitment, Use of Restraints, Identification of Fraudulent Identity Documents, and P.R.E.A. Training.

b. PRISON SECURITY IMPROVEMENT UPDATES

Warden Holland reported that the yard enclosure project should begin soon. Additionally, by the end of June 2025 every new HVAC unit at the Prison will be installed and operational. Warden Holland reported that phase 1 of the roof project is complete, phase 2 is expected to begin in August 2025, and the entire roof project is expected to be complete before winter. The PIDS system has had some electronic issues that are being remedied. The drone program continues to move forward, and pilot training is scheduled.

Prison Security Improvement Updates

c. HUMAN RESOURCES MATTERS

Commissioner Moskowitz made a motion to approve hires and rehires. President Judge Wheatcraft seconded the motion. Motion carried to approve hires and rehires.

Human Resources Matters approved

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

President Judge Wheatcraft made a motion to approve ends of employment. Commissioner Moskowitz seconded the motion. Motion carried to approve ends of employment.

d. CONTRACTS

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

Contracts approved

e. VOUCHERS AS SUBMITTED BY CONTROLLER

District Attorney de Barrena-Sarobe made a motion to approve the vouchers as submitted by Controller. President Judge Wheatcraft 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

District Attorney de Barrena-Sarobe made a motion to adjourn, which was seconded by Commissioner Moskowitz. Motion carried to adjourn the meeting. Meeting adjourned at 2:24 PM.

ADJOURNMENT