



COMMISSIONERS

Josh Maxwell
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PRISON BOARD OF INSPECTORS MINUTES

August 27, 2025

1. CALL MEETING TO ORDER

The public meeting of the Chester County Prison Board of Inspectors was called to order at 2:01 PM on Wednesday, August 27, 2025, in the Commissioners Board Room by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, Commissioner Eric Roe, President Judge Anne Marie Wheatcraft, 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 Sheriff Dykes to lead the pledge.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Warden Holland recognized SGT Yancik for 30 years of service, CO Nance for 20 years of service, and CPL Stevenson and CO Paskel each for 10 years of service. July's Employee of the Month was CO Clark-Walker.

ANNOUNCEMENTS

Commissioner Maxwell announced that the Prison Board of Inspectors met in Executive Session on Wednesday, July 23, 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, July 23, 2025. Commissioner Moskowitz seconded the motion. All were in favor; motion carried to approve the minutes from the Wednesday, July 23, 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

Commissioner Roe made a motion to adopt the agenda. Sheriff Dykes seconded the motion. Motion carried to adopt the Wednesday, August 27, 2025, Prison Board of Inspectors Meeting 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 July 2025, noting the average daily inmate population was 682, as compared to 716 in the previous year.

The Warden noted that on July 31, 2025, there were 679 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had a year-to-date total of 990 arrestees, of which 488 made bail and 501 were committed, there were 156 arrestees in July, representing 44 different agencies.

The Correctional Center for July 2025 had an average daily population of 27 residents, the average at this time last year was 38.

For Security, there were 3 transports to a State Correctional Institute (SCI) in July, and 23 inmates transported to SCI. 25 inmates were held pending transfer to SCI, and 5 inmates were held for criminal action/return to SCI.

There were 43 medical transports, 11 of which were to the emergency room.

There were 2 Correctional Emergency Unit activations in July, one for a cell search and one for non-compliant behavior.

There were 90 inmate disciplinary actions for major misconduct. There were 44 inmates housed in the Restricted Housing Unit.

There were 189 Video Conferencing Hearings in July with an approximate cost savings of \$18,900.

The Warden reported the following medical updates:

Inmates seen at sick call: 691

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

Inmates on psychotropic medications: 47%

Inmates on suicide watch: 11%

The Warden reported the following mental health updates:

Serious Mentally Ill Inmates: 70

Inmates at Norristown State Hospital (NSH): 16

Inmates awaiting a bed at NSH: 1

Court Orders received in July for commitment to NSH: 1

Monthly Report (cont.)

Additionally, Warden Holland reported Institutional Programming included Alcoholics Anonymous, Anger Management, Crime Victims, Community Volunteers in Medicine, Digital Literacy Program, Draw the Line, Drug and Alcohol, Home of the Sparrow, Narcotics Anonymous, One Page at a Time, Open Hearth, Oral Hygiene, Question, Persuade, Refer, Stable Pathways, and Thinking for a Change, with 239 participants.

Warden Holland reported that in the month of July 2025 a total of \$8,515.28 was collected for inmate booking fees and a total of \$2,602.35 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had 5 officers complete the Basic Training Academy in the month of July. Warden Holland also reported that 7 employees no longer work for Chester County Prison, 4 additional employees started on August 4, 2025, and 4 additional employees are scheduled to start on September 2, 2005. As of August 27, 2025, the Prison has netted a decrease of 3 employees. 168 officers participated in additional training including Weapons Qualifications, C.E.R.T. (Training/Try-outs) C.E.U., P.R.E.A., Honor Guard, Institutional Special Count, FEMA Incident Command, Field Training Officer, G.L.O.V.E., and Uniform Policy Review.

b. PRISON SECURITY IMPROVEMENT UPDATES

Warden Holland reported that all major projects are completed or are nearing completion. Roof repairs will be completed by the end of the year. The canine program is going well, and the enclosure project is progressing.

Prison Security Improvement Updates

c. HUMAN RESOURCES MATTERS

Commissioner Moskowitz made a motion to approve hires and rehires. District Attorney de Barrena-Sarobe 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.

Commissioner Roe 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. Sheriff Dykes seconded the motion. Motion carried to approve the contracts.

Contracts approved

e. VOUCHERS AS SUBMITTED BY CONTROLLER

Commissioner Moskowitz 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.

Vouchers approved

9. PUBLIC COMMENT

There was no public comment.

PUBLIC COMMENT

10. ADJOURNMENT

Controller Reif made a motion to adjourn, which was seconded by Sheriff Dykes. Motion carried to adjourn the meeting. Meeting adjourned at 2:15 PM.

ADJOURNMENT