



COMMISSIONERS

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PRISON BOARD OF INSPECTORS MINUTES

November 19, 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, November 19, 2025, in the Commissioners Board Room by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, Commissioner Eric Roe, Controller Margaret Reif, and Sheriff Kevin Dykes were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell asked Controller Reif to lead the pledge.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Warden Holland recognized Counselor Duane for 29 years of service and CPL Juarez for 26 years of service. October's Employee of the Month was CO Chavous.

ANNOUNCEMENTS

Commissioner Maxwell announced that the Prison Board of Inspectors met in Executive Session on Wednesday, October 22, 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, October 22, 2025. Sheriff Dykes seconded the motion. All were in favor; motion carried to approve the minutes from the Wednesday, October 22, 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

Controller Reif made a motion to adopt the agenda. Sheriff Dykes seconded the motion. Motion carried to adopt the Wednesday, November 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 October 2025, noting the average daily inmate population was 703, as compared to 732 in the previous year.

Warden Holland noted that on October 31, 2025, there were 706 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had a year-to-date total of 1,444 arrestees, of which 691 made bail and 750 were committed, there were 160 arrestees in October, representing 46 different agencies.

The Correctional Center for October 2025 had an average daily population of 41 residents, the average at this time last year was 40.

For Security, there was 1 transport to a State Correctional Institute (SCI) in October, and 10 inmates transported to SCI. 34 inmates were held pending transfer to SCI, and 9 inmates were held for criminal action/return to SCI.

There were 49 medical transports, 13 of which were to the emergency room.

There were no Correctional Emergency Unit activations in October.

There were 78 inmate disciplinary actions for major misconduct. There were 24 inmates housed in the Restricted Housing Unit.

There were 215 Video Conferencing Hearings in October with approximate cost savings of \$21,500.

The Warden reported the following medical updates:

Inmates seen at sick call: 687

Inmates on prescription or "over-the-counter" medications: 58%

Inmates on psychotropic medications: 49%

Inmates on suicide watch: 10%

The Warden reported the following mental health updates:

Serious Mentally Ill Inmates: 85

Inmates at Norristown State Hospital (NSH): 15

Inmates awaiting a bed at NSH: 2

Court Orders received in September for commitment to NSH: 3

Monthly Report (cont.)

Additionally, Warden Holland reported Institutional Programming included Alcoholics Anonymous, Anger Management, Crime Victims, Community Volunteers in Medicine, Digital Literacy Programs, Draw the Line, Drug and Alcohol, Exit, Enter, Employ (E3), GED, Maternal Child Health Consortium, Narcotics Anonymous, One Page at a Time, Oral Hygiene, Overcoming Debt Program, Penn DOT Flagger Force, Question, Persuade, Refer (QRP), Stable Pathways, and Thinking for a Change, with 246 participants.

Warden Holland reported that in the month of October 2025 a total of \$9,824.60 was collected for inmate booking fees and a total of \$3,003.30 was collected for inmate financial responsibilities.

Lastly, it was reported that the Prison had no officers complete the Basic Training Academy in the month of October. Warden Holland also reported that 6 employees started on November 17, 2025. As of November 19, 2025, the Prison has a net increase of 6 employees.

388 officers participated in additional training including Weapons Qualifications, Count/Red Light Protocol, Basic Crime Scene Investigators, Horse Works Staff Development, Suicide Prevention, Street Gangs and 1% Outlaw Bikers, Photography (FBI), Security Threat Groups, P.R.E.A. Training, Crisis Intervention Coordinator Verification, Officer Involved Shooting Seminar, Supervisory/Operations/Risk Management and Ethics, Introduction to Point Shooting and Marksmanship, Homor Guard, The Blast (Pepperball Utilization, C.E.R.T. (Recruit Certification – OC, Impact Munitions, EBID, Cell Extraction, Restraint Chair, UOF Policies), Sexual Harassment/Computer Cyber Training, Neurodiversity/Autism Awareness for Law Enforcement, and F.B.I. LEEDA.

b. PRISON SECURITY IMPROVEMENT UPDATES

Warden Holland reported that the yard enclosure project is under way, the prison has increased staff by at least 18 employees in 2025, staff involvement in training sessions remains strong, and prison presence at job fairs continues.

Prison Security Improvement Updates

c. HUMAN RESOURCES MATTERS

Commissioner Roe made a motion to approve hires and rehires. Controller Reif 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 Roe made a motion to approve ends of employment. Sheriff Dykes seconded the motion. Motion carried to approve ends of employment.

d. CONTRACTS

Commissioner Moskowitz made a motion to approve contracts.
Commissioner Roe seconded the motion. Motion carried to approve the Contracts.

Contracts approved

e. VOUCHERS AS SUBMITTED BY CONTROLLER

Commissioner Roe made a motion to approve the vouchers as submitted by Controller. Sheriff Dykes 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 2:14 PM.

ADJOURNMENT