



COMMISSIONERS

Josh Maxwell
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County of Chester

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PRISON BOARD OF INSPECTORS MINUTES

April 29, 2026

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, April 29, 2026, in the Commissioners Board Room by Commissioner Josh Maxwell. Commissioner Marian Moskowitz, Commissioner Eric Roe, President Judge Anne Marie Wheatcraft, Controller Nick Cherubino, District Attorney Chris de Barrena-Sarobe, and Sheriff Kevin Dykes were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Commissioner Maxwell asked Lieutenant Kimberly Johnson from the Chester County Prison to lead the pledge.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Commissioner Moskowitz read a proclamation recognizing National Correctional Workers Week, which was accepted by Prison Employees Lieutenant Kimberly Johnson, Corporal Chase Leary, and Corrections Officer Aiden Nash.

ANNOUNCEMENTS

Acting Warden Sheller recognized Payroll Administrator Carla Flood for 10 years of service, Supervisor Taniguchi for 27 years of service, and Sgt. Hawkins for 26 years of service.

Commissioner Maxwell announced that the Prison Board of Inspectors met in Executive Session on Wednesday, March 25, 2026, to discuss personnel and legal matters.

4. MINUTES OF PREVIOUS MEETING

President Judge Wheatcraft made a motion to approve the Prison Board of Inspectors minutes from the meeting on Wednesday, March 25, 2026. Commissioner Moskowitz seconded the motion. All were in favor; motion carried to approve the Wednesday, March 25, 2026, Prison Board of Inspectors Meeting minutes.

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

There was no public comment on agenda items.

PUBLIC COMMENT

6. ADOPTION OF AGENDA

Commissioner Roe made a motion to adopt the agenda. District Attorney de Barrena-Sarobe seconded the motion. Motion carried to adopt the Wednesday, April 29, 2026, 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

Acting Warden Sheller presented the monthly update on the Prison for March 2026, noting the average daily inmate population was 681, as compared to 634 in the previous year.

Acting Warden Sheller noted that on March 31, 2026, there were 688 inmates held, and no juvenile offenders housed in the Prison.

Central Booking had a year-to-date total of 381 arrestees, of which 205 made bail and 174 were committed; there were 144 arrestees in March, representing 39 different agencies.

The Correctional Center for March 2026 had an average daily population of 45 residents, the average at this time last year was 25.

For Security, there were 3 transports to a State Correctional Institute (SCI) in March, and 13 inmates transported to SCI. 31 inmates were held pending transfer to SCI, and 8 inmates were held for criminal action/return to SCI.

There were 41 medical transports, 9 of which were to the emergency room.

There was 1 Correctional Emergency Unit activation in March for non-compliant behavior.

There were 119 inmate disciplinary actions for major misconduct. There were 18 inmates housed in the Restricted Housing Unit.

There were 165 Video Conferencing Hearings in March with approximate cost savings of \$16,500.

The Acting Warden reported the following medical updates:

Inmates seen at sick call: 658

Inmates on prescription or "over-the-counter" medications: 57%

Inmates on psychotropic medications: 53%
Inmates on suicide watch: 7%

Monthly Report (cont.)

The Acting Warden reported the following mental health updates:

Serious Mentally Ill Inmates: 111
Inmates at Norristown State Hospital (NSH): 21
Inmates awaiting a bed at NSH: 0
Court Orders received in March for commitment to NSH: 5

Additionally, Acting Warden Sheller reported Institutional Programming included Alcoholics Anonymous, Anger Management, Budgeting Hacks, Career Workshop, Connections: Trauma & Suicide, Crime Victims, Draw the Line, Drug and Alcohol, Exit, Enter, Employ (E3), Flagger Force Training, GED, MAC 609, Narcotics Anonymous, One Page at a Time, Open Hearth, Question, Persuade, Refer (QPR), Stable Pathways, Step Forward, Thinking for a Change, Understanding and Rebuilding Credit, and West Chester Food Cupboard with 353 participants.

Acting Warden Sheller reported that in the month of March 2026 a total of \$11,101.83 was collected for inmate booking fees and a total of \$6,544.56 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 March and 3 officers started on April 20, 2026. As of April 28, 2026, the Prison has had a net decrease of 5 employees since the Prison Board Meeting held on March 25, 2025.

244 officers participated in additional training including Weapons Qualifications, Interpersonal Communications, F.E.R.T. (Fire Emergency Response Team), Title 37 (Inspections), C.E.R.T, Honor Guard, FBI LEEDA (Supervisory), Basic Crime Scene Investigation, C.L.E.A.N. (Commonwealth Law Enforcement Assistance Network)(Recertification), Staff Ride: Battle of Gettysburg (Leadership Development), Introduction to Excel, and Contraband and Cell Searches.

b. PRISON SECURITY IMPROVEMENT UPDATES

Prison Security Improvement Updates

Acting Warden Sheller reported that the completion of the roof project and the start of the enclosure project are expected in May.

c. POLICIES

Policies Approved

President Judge Wheatcraft made a motion to approve the Inmate Financial Responsibility Policy. Sheriff Dykes seconded the motion. Motion carried to approve the Inmate Financial Responsibility Policy.

d. HUMAN RESOURCES MATTERS

**Human Resources Matters
approved**

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

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

District Attorney de Barrena-Sarobe made a motion to approve
retirements. President Judge Wheatcraft seconded the motion.
Motion carried to approve retirements.

e. VOUCHERS AS SUBMITTED BY CONTROLLER

Vouchers approved

Commissioner Moskowitz 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.

9. PUBLIC COMMENT

PUBLIC COMMENT

Joe Marks expressed concerns about prison procedures, food quality, and
treatment of inmates.

10. ADJOURNMENT

ADJOURNMENT

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