

WASHINGTON COUNTY PRISON BOARD AGENDA

Wednesday, May 17, 2023

- I. Invocation
- II. Approval of Minute PB 4-19-23 dated April 19, 2023
- III. Public Comment
- IV. Warden's Report
- V. Bills
- VI. Old Business
- VII. New Business
- VIII. Adjourn Meeting

D. Vaughan
N. Sherman
L. Maggi
President Judge DiSalle
A. Andronas
J. Walsh
A. Sloane

M. Namie
J. Grimm
C. Griffin
A. Johnston
J. Hatfield
J. Fewell
J. Thornburg
D. Corson

The meeting of the Washington County Prison Board was held in Suite G-17 of Crossroads Center, 95 West Beau Street, Washington, Pennsylvania, with the following members being present: Commissioners Diana Irey Vaughan, Nick Sherman, and Larry Maggi; President Judge John DiSalle; Sheriff Anthony Andronas; District Attorney Jason Walsh and Controller April Sloane. Also present were: Chief of Staff Mike Namie; Solicitor Jana Grimm; Human Resources Assistant Director Andrea Johnston; Finance Director Josh Hatfield; Warden Jeffrey Fewell; Chief Clerk Cindy Griffin; Major David Coddington; Human Services Director Kim Rogers; Chief Deputy Sheriff Anthony Mosco; PrimeCare Medical representatives Victoria Hallett and Sue Woznichak; Observer-Reporter representative Mike Jones; NAACP representative David Gatling; and concerned citizen Ann K. Shaner.

Mrs. Vaughan called the meeting to order at approximately 11:00 a.m., and Warden Fewell led the meeting with an invocation.

Mrs. Vaughan asked if there were any corrections, additions, or omissions to Minute No. PB 3-15-23 dated March 15, 2023.

It was moved by Mr. Sherman and seconded by Mr. Maggi, Minute No. PB 3-15-23 dated March 15, 2023, be approved. The motion was carried unanimously with the Board signifying their approval by stating "Aye".

PUBLIC COMMENT

Ms. Shaner commented on the topic of medication-assisted treatment (MAT) programs, which was discussed at the prior Prison Board meeting. Ms. Shaner stated that while this program is not mandated in Pennsylvania, she believes that it should be considered if the facility is experiencing overdose deaths while in custody. She questioned how drugs are entering the facility and questioned if the facility conducts body cavity searches. Ms. Vaughan stated that the facility does not perform invasive searches, rather the facility utilizes a body scanner. Ms. Shaner then commented on the topic of juvenile placements by the facility and stated her support for the County to look into housing juveniles within our facility as opposed to placement in outside facilities.

WARDEN'S REPORT

Income from Other Units for the Maintenance of Inmates for March 2023

Administrative Fee	\$12,907.16
Social Security	\$1,600.00
Tylenol	\$0.00
Monthly sub-total	\$14,507.16
Year-to-date grand total	\$55,444.78

Program Fees and Room and Board Income for March 2023

	<u>Billed</u>	<u>Collected</u>
Work Release Inmates	-0-	-0-
Weekend Inmates	-0-	-0-
Monthly sub-total	-0-	-0-
Year-to-date grand total	-0-	-0-

Status of Inmates Confined at the End of March 2023

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Full-time Inmates	50	12	62
Work Release Inmates	0	0	0
Weekend Inmates	0	0	0
	<u>Male</u>	<u>Female</u>	<u>Total</u>
Inmates Awaiting Trial and/or Sentencing	<u>194</u>	<u>44</u>	<u>238</u>
Total Inmates	244	56	300

Examinations Performed by the Physician	75
New Commitments	128
Dental Extractions	18
Medical Transports Performed by the Sheriff	12

Contracted Housing Fee/Month	\$10,917.40
Yearly Total	\$10,917.40

Warden Fewell began by recognizing Officer Shalyn Berggren as employee of the month for the month of March. Warden Fewell publically congratulated her for her service and noted that Officer Berggren was not present as she was working.

Warden Fewell then presented to the Board staffing and medical cost data from other fourth-class counties who continually share data as members of the Pennsylvania Warden’s Association and the Pennsylvania County Corrections Association. He stated that at the low end of medical costs is Beaver County at \$1.1 million and at the high end is Erie County at \$2.5 million. Washington is in line with its fellow fourth-class counties at \$2 million. Warden Fewell did comment that not all facilities are the same, with each having its own unique challenges, which is the reason for the range of medical costs.

Warden Fewell then presented to the Board medical billing statistics, provided by PrimeCare, which show that since April of 2021, the County has been billed over \$1.4 million for medical claims but has only paid \$253,000, a savings of 83%. He further stated that this is due to contractual billing and Medicare rates and that the partnership with PrimeCare has contributed to this service.

Warden Fewell then notified the Board that Washington County Community Services and the Washington Trolley Museum will recognize incarcerated members of the FITS program who assisted with repairs. The recognition will occur on April 29, 2023, at 2:00 p.m.

Warden Fewell then requested the Board enter into an executive session to discuss security, personnel, and legal matters. Mrs. Vaughan called for an executive session at 11:09 a.m.

Mrs. Vaughan reconvened the meeting following the executive session at approximately 11:46 a.m.

Warden Fewell respectfully requested the Prison Board promote PREA and Alternative Sentencing Coordinator Kyrie Kenyon to Captain. He further stated that Officer Kenyon has been with the facility since September 21, 2015 and has extensive experience in jail administration and operations.

Warden Fewell respectfully requested the Prison Board to hire the following individuals as part-time Correctional Officers I with a start date of May 8, 2023,

Kelly Baldwin	Madison Cassidy	Jasmin Harris
Ryan Messmer	Timothy Schill	Rodney Smith

It is noted that Rodney Smith was approved for hire at the previous Prison Board Meeting.

Warden Fewell respectfully requested the Prison Board approve a renewal agreement with the County of Allegheny for the housing of inmates. The agreement is reciprocal between both parties with a daily housing fee of \$158.04 charged by Allegheny County Jail and daily housing fee of \$87.32 charged by Washington County Correctional Facility with each facility responsible for the cost of medical care for their placed inmates. This agreement will be effective May 1, 2023, through April 30, 2024, and is contingent upon approval at the Board of Commissioners meeting to be held April 20, 2023, Minute No. 1168.

Mrs. Vaughan requested to add to the Warden’s Agenda additional items for approval by the Prison Board. The additional items were as follows,

1. Updated Visitation Policy for all incarcerated persons in the facility in accordance with Nationwide best practices;
2. Purchase of a Risen Stun Dynamics Capture Shield as best-practice tool for deescalating combative incarcerated persons using humane and approved tactics;
3. Change in policy for the delivery method of attorney-client correspondence whereby the

- facility will no longer accept dropped off correspondence, rather it must be sent via U.S. Mail; and
4. Change in policy for the digitization of family and friend mail with TextBehind and this service will be paid for with Inmate Welfare monies.

It is noted that items 2 and 4 above are contingent upon approval at the Board of Commissioners meeting to be held April 20, 2023, Minute No. 1168.

It was moved by Mr. Sherman and seconded by Mr. Maggi to accept the Warden's Report. The motion was carried unanimously with the Board signifying their approval by stating "Aye".

BILLS

Ms. Sloane presented to the Board for their consideration and approval of the bills dated April 19, 2023, in the amount of \$317,505.60.

It was moved by Ms. Sloane and seconded by Mr. Sherman, approving the bills dated April 19, 2023. The motion was carried unanimously with the Board signifying their approval by stating "Aye". (See the list of bills attached hereto and made a part hereof.)

OLD BUSINESS

None.

NEW BUSINESS

None.

There being no further business, Mrs. Vaughan declared the meeting adjourned at approximately 11:52 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2023

ATTEST: _____

SECRETARY

**Washington County Correctional Facility
Invoices - May 17, 2023**

*A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 6,956.28
*Access Information Protected	Secure Waste Removal	\$ 69.12
*Albano's	Produce Bid	\$ 1,377.98
*American Correction Association	Employee Training	\$ 720.00
*Belfiore's Coffee & Food Service Co.	Coffee Bid	\$ 1,024.80
*Big's Sanitation Inc.	Waste Removal	\$ 820.00
*Bimbo's Bakery USA Inc.	Bread Bid	\$ 3,811.68
*Columbia Gas of PA Inc.	Energy Utility Services	\$ 4,750.82
*County of Lehigh	Inmate Housing	\$ 4,650.00
CR Solutions	Furniture	\$ 4,467.56
*FBM Capital LLC	Cost Per Copy Bid	\$ 212.95
*George Junior Republic	Contracted CYS Service	\$ 40,556.70
Good Source	Food	\$ 1,080.24
*Grainger W W Inc.	Industrial Commodities Bid	\$ 5,367.77
*HiTouch Business Services LLC	Printing Bid	\$ 46.50
*Jack Frye Sales and Service	Housekeeping Bid	\$ 1,699.00
Lawrence County General Fund	Inmate Housing	\$ 1,800.00
*Lexis Nexis	Law Library	\$ 691.00
*MSC Industrial Supply	Industrial Commodities Bid	\$ 899.15
*Pennsylvania American Water	Water Utility	\$ 9,650.47
Primecare Medical Inc.	Contracted Medical Services	\$ 183,270.37
*Ricoh USA Inc.	Cost Per Copy Bid	\$ 683.01
*Scalise Industries	General Contracting Bid	\$ 1,483.97
*Schneider's Dairy	Milk Bid	\$ 2,760.62
*Sprague Operating Resources	Liquid Fuels Utility Service	\$ 5,149.72
State Chemical Mfg. Co.	Cleaning Supplies	\$ 1,205.40
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$ 18,767.97
Trapuzzano's Uniforms	Uniforms Bid	\$ 2,840.00
*US Foods Inc.	Food Bid	\$ 18,007.54

*Verizon Wireless	Telecommunication Utility	\$	160.04
*Victory Supply LLC	Linen Bid	\$	901.38
*W B Mason Co. Inc.	Office Supplies Bid	\$	351.27
*Washington E Washington Joint Authority	Sewage Utility Service	\$	14,595.00
*Washington Health System	CPR Cards	\$	68.00
*Washington Health System	Guard Meal Trays	\$	60.00
*Washington Physicians Group	Employment Screenings	\$	100.00
*West Penn Power	Power Utility	\$	8,513.82
	Total 5/17/23 Meeting	\$	349,570.13
*Paid as required by due date			

