

WASHINGTON COUNTY PRISON BOARD AGENDA

Tuesday, February 13, 2024

- I. Invocation
- II. Approval of Minute PB 01-16-24 dated January 16, 2024
- III. Public Comment
- IV. Warden's Report
- V. Bills
- VI. Old Business
- VII. New Business
- VIII. Adjourn Meeting

N. Sherman
E. Janis
L. Maggi
President Judge DiSalle
A. Andronas
J. Walsh
A. Sloane

D. Price
G. Sweat
C. Griffin
A. Johnston
J. Fewell

The meeting of the Washington County Prison Board was held in Suite G-17 of Crossroads Center at 95 West Beau Street, Washington, Pennsylvania, with the following members being present: Commissioners Nick Sherman, Electra Janis, Larry Maggi and President Judge DiSalle; Sheriff Anthony Andronas; District Attorney Jason Walsh and Controller April Sloane. Also present were: Chief of Staff Daryl Price; Solicitor Gary Sweat; Chief Clerk Cindy Griffin and Administrative Assistant Debbie Corson; Human Resources Assistant Director Andrea Johnston; Warden Jeffrey Fewell; Public Defender Rose Semple; Interim Human Services Administrator Jason Bercini; Correctional Facility Representatives Deputy Warden Christopher Cain, Major David Coddington, and Chaplin Mike Pierson, and Alternate Sentencing Coordinator/PREA Compliance Manager Paul Schmidt.

Mr. Sherman called the meeting to order at approximately 11:09 a.m. and Correctional Facility Chaplain Mike Pierson led the meeting with an invocation.

Mr. Sherman entertained a motion to approve Minute No. PB 12-13-23 dated December 13, 2023.

It was moved by Mr. Maggi and seconded by Mr. Andronas to approve Minute No. PB 12-13-23 dated December 13, 2023.

The motion was carried unanimously with the Board signifying their approval by stating "Aye."

PUBLIC COMMENT

None.

BOARD'S RESPONSE

None.

WARDEN'S REPORT

Warden Fewell began by stating the audits from 2023 all resulted in positive outcomes and the county is not due for more audits until 2025, under Title 37.

Warden Fewell also noted that attrition rates are down due mostly to the base pay hike associated with recent union contract negotiations, which has also helped with recruiting. He continued saying the Correctional Facility is currently adequately staffed.

In other Correctional Facility news, Warden Fewell reported: There are several conferences upcoming; The average daily population in 2023 was 340, which is on par with previous years; There were 2,224 incarcerations in 2023, which is slightly more than other years; and The average length of stay was at 60 days.

Maintenance for Out of County Prisoners for January 2024

Administrative Fee	\$ 13,408.85
Social Security	\$0.00
Tylenol	\$0.00
Monthly sub-total	\$ 13,408.85
Year-to-date grand total	\$ 13,408.85

Program Fees and Room and Board Income for January 2024

	<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 January 2024

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Full-time Inmates	45	11	56
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	214	48	262
Total Inmates	259	59	318

Examinations Performed by the Physician

	257
New Commitments	159
Dental Extractions	8
Medical Transports Performed by the Sheriff	14
Contracted Housing Fee/Month	\$12,982.15
Yearly Total	\$536,797.49

Warden Fewell respectfully requested the Prison Board award the bid for Milk to Schneider's Dairy Inc., Pittsburgh PA at their bid submitted, minimum pricing standard established by the Milk Marketing Board.

If approved, this contract will be effective January 1, 2024 through December 31, 2026 with automatic year to year renewals unless otherwise terminated pursuant to the 30-day written notice termination clause.

Warden Fewell respectfully requested the Prison Board approve emergency rehabilitative treatment for an incarcerated person with PAM Long-term Rehabilitative Hospital of Pittsburgh at a rate of \$2,200/day.

Sheriff Andronas made the motion to accept the Warden's report as presented. Ms. Janis seconded the motion. District Attorney Jason Walsh abstained from the last item, then the motion was carried with the remaining members of the Board signifying their approval by stating "Aye."

BOARD DISCUSSION

BILLS

Ms. Sloane presented to the Board for their consideration and approval of the bills dated January 16, 2024 in the amount of \$429,156.41.

A motion was made by Ms. Sloane and seconded by Sheriff Andronas, approving the bills dated January 16, 2024.

The motion was carried unanimously with the Board signifying their approval by stating "Aye."

OLD BUSINESS

None.

NEW BUSINESS

Mr. Sherman entertained a motion for reorganization of the Prison Board.

Ms. Sloane made the motion to elect Nick Sherman as Prison Board Chairman. Mr. Maggi seconded the motion.

Motion was carried with the Board signifying their approval by stating “Aye.”

Mr. Sherman entertained a motion for Vice Chair of the Prison Board.

Ms. Sloane made the motion to elect Electra Janis as Board Vice Chair. Sheriff Andronas seconded the motion.

Motion was carried with the Board signifying their approval by stating “Aye.”

Mr. Sherman entertained a motion for Secretary of the Prison Board.

Mr. Walsh made the motion to elect President Judge John DiSalle as Board Secretary. Ms. Janis seconded the motion.

Motion was carried with the Board signifying their approval by stating “Aye.”

There being no further business, Mr. Sherman made a motion to adjourn the meeting. Mr. Maggi seconded it. At approximately 11:22 a.m. Mr. Sherman adjourned the meeting.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2024

ATTEST: _____
SECRETARY

**Washington County Correctional Facility
Invoices - February 13, 2024**

*A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 4,295.12
*Access Information Protected	Secure Waste Removal	\$ 99.32
*Albano's	Produce Bid	\$ 1,921.67
AIS Commercial Parts & Service	Kitchen Repairs Bid	\$ 1,191.40
*Belfiore's Coffee & Food Service Co.	Coffee Bid	\$ 2,049.60
*Bimbo Bakeries USA	Bread Bid	\$ 3,096.60
Colt Plumbing Company	Plumbing Bid	\$ 145.68
*Columbia Gas of PA	Gas Utility	\$ 5,514.40
County of Lehigh	Inmate Housing	\$ 9,300.00
Earthwise Environmental Solutions	Contracted Waste Removal	\$ 820.00
FBM Capital LLC	Cost Per Copy Bid	\$ 495.23
Georage Junior Republic	CYS Contracted Services	\$ 48,947.44
*Grainger W W Inc.	Industrial Commodities Bid	\$ 3,196.36
*Jack Frye Sales and Service	Housekeeping Bid	\$ 388.00
Lawrence County General Fund	Inmate Holding	\$ 33,150.00
Jeff Hancher Enterprises	Employee Training	\$ 1,500.00
Keystone Rubber Stamp Company	Signature Stamp	\$ 154.04
Law Enforcement Seminars LLC	Employee Training	\$ 850.00
McKean Plumbing and Heating Corp.	Plumbing Bid	\$ 10.53
MSC Industrial Supply Co.	Industrial Commodities Bid	\$ 29.87
P C C A	Membership Dues	\$ 180.00
*Pennsylvania American Water	Water Utility Service	\$ 9,523.60
Primecare Medical Inc.	Contracted Medical Services	\$ 161,462.08
*Ricoh USA Inc.	Cost Per Copy Bid	\$ 817.92
Scalise Industries	General Contracting Bid	\$ 4,090.00
*Schneider's Dairy	Milk Bid	\$ 3,427.94
*Sprague Operating Resources	Liquid Fuels Utility Service	\$ 6,195.04
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$ 9,966.91
*US Foods Inc.	Food Bid	\$ 18,978.74
*Verizon Wireless	Telecommunication Utility	\$ 160.04

Victory Supply LLC	Linen Bid	\$	415.76
*W B Mason Co. Inc.	Office Supplies Bid	\$	550.22
*Washington E Washington Joint Authority	Sewage Utility Service	\$	14,542.50
Washington Health System	Guard Meals	\$	10.00
Washington Physicians Services	Employee Screening	\$	125.00
*West Penn Power	Power Utility	\$	9,339.34
	Total 02/13/24 Meeting	\$	356,940.35
*Paid as required by due date			