

# WASHINGTON COUNTY PRISON BOARD AGENDA

Tuesday, March 19, 2024

- I. Invocation
- II. Approval of Minute PB 02-13-24 dated February 13, 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  
Judge DiSalle  
A. Andronas  
J. Walsh  
A. Sloane

D. Price  
G. Sweat  
C. Griffin  
B. Guyton  
J. Fewell



# WASHINGTON COUNTY CORRECTIONAL FACILITY



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Jeffrey S. Fewell, Warden

Christopher M. Cain, Deputy Warden

David Coddington, Major

## MEMORANDUM

**TO:** Members of the Prison Board  
**FROM:** Jeffrey S. Fewell, Warden  
**DATE:** March 19, 2024  
**SUBJECT:** Prison Board Proposals for Review

### AGENDA

- A. Statistics
- B. Proposals for approval

### PROPOSAL #1---Hire (12) budgeted part-time Corrections Officers

I, Warden Fewell, respectfully requests the Prison Board approve the employment of (12) part-time Corrections Officers to perform duties within the Washington County Correctional Facility:

- Ethon Clark
- Jasmine Darwin
- Gordon Edwards
- Denzell Jones
- Stephanie Kober
- Kapreciona Lindsey
- Christopher Marinos
- Jessica Pantalo
- Weslee Richmond
- Rodney Smith
- Timothy Stimeling Sr.
- Richard Underwood

We are looking at a start date of Monday, April 8, 2024 starting at 8:00 a.m. for the academy.

//////////////////////////////////////END OF REPORT//////////////////////////////////////

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 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 Director Brian Guyton; Warden Jeffrey Fewell; Correctional Facility Representative Chaplin Mike Pierson, and from Washington Police Department, Chief of Police Steve Devenney and Lt. Ben Borkowski, plus WJPA reporter Bruce Sakalik.

Mr. Sherman called the meeting to order at approximately 11:15 a.m. and Correctional Facility Chaplain Mike Pierson led the meeting with an invocation.

Mr. Sherman entertained a motion to approve Minute No. PB 01-06-24 dated January 16, 2024.

It was moved by Mr. Andronas and seconded by Ms. Sloane to approve Minute No. PB 01-06-24 dated January 16, 2024.

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

**PUBLIC COMMENT**

None.

**BOARD’S RESPONSE**

None.

**WARDEN’S REPORT**

In Correctional Facility news, Warden Fewell reported, as of February 13, 2024 the facility had a population of 345 inmates.

**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**

	<b><u>Billed</u></b>	<b><u>Collected</u></b>
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**

	<b><u>Male</u></b>	<b><u>Female</u></b>	<b><u>Total</u></b>
Full-time Inmates	45	11	56
Work Release Inmates	0	0	0
Weekend Inmates	0	0	0
	<b><u>Male</u></b>	<b><u>Female</u></b>	<b><u>Total</u></b>
Inmates Awaiting Trial and/or Sentencing	214	48	262
Total Inmates	259	59	318

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 approve a three-year Renewal Agreement with Guardian RFID, Maple Grove MN, for the provision of software, hardware, support services and web-based software for inmate management, monitoring and tracking.

The yearly renewal fee of \$7,000/year will be in effect for three years beginning on March 14, 2024. The yearly fee covers maintenance, software updates, data backup, customer service and technical support. Fees will be paid through the Correctional Facility’s Operating Budget.

This agreement has been reviewed and recommended for approval by Ryan Anderson, Information Technology.

Note: this renewal agreement is contingent upon Board of Commissioners’ approval.

Mr. Andronas made the motion to accept the Warden’s report as presented. Ms. Sloane seconded the motion. The motion was carried unanimously with the Board signifying their approval by stating “Aye.”

**BOARD DISCUSSION**

Warden Fewell recognized Washington Police Chief Steve Devenney and Lt. Ben Borkowski. Mr. Devenney thanked the Board and said he would be regularly attending these meetings.

**BILLS**

Ms. Sloane presented to the Board for their consideration and approval of the bills dated February 13, 2024 in the amount of \$356,940.35.

A motion was made by Ms. Sloane and seconded by Mr. Andronas, approving the bills dated February 13, 2024.

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

**OLD BUSINESS**

Ms. Sloane requested an executive session. After a brief discussion, Mr. Sherman ended the executive session.

**NEW BUSINESS**

There being no further business, Mr. Sherman entertained a motion to adjourn the meeting. Ms. Sloane made a motion to adjourn. Mr. Walsh seconded it. At approximately 11:13 a.m. Mr. Sherman adjourned the meeting.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_, 2024

ATTEST: \_\_\_\_\_  
SECRETARY

**Washington County Correctional Facility  
Invoices - March 19, 2024**

*A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 7,440.57
Air Filter Systems LLC	Air Filter	\$ 1,282.08
*Albano's	Produce Bid	\$ 1,082.64
*Belfiore's Coffee & Food Service Co.	Coffee Bid	\$ 1,024.80
*Bimbo Bakeries USA	Bread Bid	\$ 1,799.76
Candlewood Suites	Employee Travel	\$ 448.00
CDW-G	Computer Hardware	\$ 994.10
Chestnut Ridge Foam	Bedding Bid	\$ 10,414.50
Colt Plumbing Company	Plumbing Bid	\$ 439.20
*Columbia Gas of PA	Gas Utility	\$ 6,683.73
Cornerstone Detention Products	Electronic Hardware	\$ 325.00
County of Lehigh	Inmate Housing	\$ 7,950.00
Delmar Enterprises Inc.	Lock and Keys	\$ 64.40
Earthwise Environmental Solutions	Contracted Waste Removal	\$ 820.00
George Junior Republic	CYS Contracted Services	\$ 33,496.35
*Grainger W W Inc.	Industrial Commodities Bid	\$ 5,990.82
Guardian RFID	Inmate Management	\$ 8,024.88
Hobart Service	Kitchen Repairs	\$ 2,603.00
*Jack Frye Sales and Service	Housekeeping Bid	\$ 1,523.50
Lawrence County General Fund	Inmate Holding	\$ 98,550.00
Klobucar, Judith	Employee Travel	\$ 86.19
MSC Industrial Supply Co.	Industrial Commodities Bid	\$ 276.72
NIJO	Employee Training	\$ 8,910.00
*Pennsylvania American Water	Water Utility Service	\$ 8,802.69
Pennsylvania Prison Wardens Association	Conference/Dues	\$ 3,450.00
Primecare Medical Inc.	Contracted Medical Services	\$ 181,374.79
Scalise Industries	General Contracting Bid	\$ 4,062.10
*Schneider's Dairy	Milk Bid	\$ 3,091.78
Schultheis Electric	Electrician Bid	\$ 1,513.75
*Sprague Operating Resources	Liquid Fuels Utility Service	\$ 5,614.00

State Industrial Products	Cleaning Supplies	\$	401.80
Super Laundry Equipment Corp.	Repairs	\$	665.49
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$	22,625.05
Trapuzzano's Uniforms	Uniform Bid	\$	5,034.00
*US Foods Inc.	Food Bid	\$	27,512.15
*Verizon Wireless	Telecommunication Utility	\$	160.04
*W B Mason Co. Inc.	Office Supplies Bid	\$	271.21
Washington County Chief's of Police Assoc.	Dues	\$	50.00
*Washington E Washington Joint Authority	Sewage Utility Service	\$	16,450.00
Washington Health System	CPR Training	\$	153.00
*West Penn Power	Power Utility	\$	8,398.25
	<b>Total 03/19/24 Meeting</b>	<b>\$</b>	<b>489,860.34</b>
*Paid as required by due date			