

WASHINGTON COUNTY PRISON BOARD AGENDA

Tuesday, May 14, 2024

- I. Invocation
- II. Approval of Minute PB 04-16-24 dated April 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
Judge DiSalle
A. Andronas
J. Walsh
A. Sloane

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



WASHINGTON COUNTY CORRECTIONAL FACILITY



100 West Cherry Avenue
Washington, PA 15301

Phone: 724-228-6845
Fax: 724-250-6506

Jeffrey S. Fewell, Warden

Christopher M. Cain, Deputy Warden

David Coddington, Major

Warden's Agenda May 14, 2024

AGENDA

- A. Statistics
- B. Proposals for approval
- C. Executive session for personnel matters

2024 Training Calendar

DACOTA monthly on-line training course, four are designated each month

February 22-23	First-Line Supervision w/ Benchmark
March 4	Conflict Resolution/Diversity/Emotional Intelligence w/ Benchmark
April	On-line Resiliency training with Waynesburg University
April 4-5	Internal Investigation training W&J
April 7-10	Pennsylvania County Corrections Association spring conference, York
April 18	Risen Stun Shield certification, VA DOC, Crozier, VA
May	On-line Resiliency training with Waynesburg University
May 2-5	Pennsylvania Prison Warden Association, Erie, PA
May 17-22	American Jail Association Expo
October	Pennsylvania County Corrections Association fall conference, Harrisburg
October	Pennsylvania Prison Warden Association, Harrisburg

Medication Assisted Treatment (MAT)

In discussions with command and PrimeCare, our medical provider, we are now required to provide three medications IAW case law, 1) Vivitrol, 2) suboxone, and 3) methadone.

Plan: We currently provide Vivitrol. PrimeCare will identify detoxing persons and will not discontinue treatment if presently prescribed to include methadone.



WASHINGTON COUNTY CORRECTIONAL FACILITY

100 West Cherry Avenue
Washington, PA 15301

Phone: 724-228-6845
Fax: 724-250-6506



Jeffrey S. Fewell, Warden

Christopher M. Cain, Deputy Warden

David Coddington, Major

////////////////////////////////////
PROPOSAL #1-Bid Extension – Kitchen Equipment Repairs WCCF – Contract#042121-KER

I, Warden Fewell, respectfully requests the Prison Board of County Commissioners extend our current bid contract for Kitchen and Laundry Equipment Repairs to the following vendors on a time and material basis:

- AIS Commercial Parts & Service, Pittsburgh PA
- Hobart Service, Troy OH

If approved, this contract will be effective May 1, 2024, through April 30, 2025, with no remaining options to extend further. This extension is in accordance with the terms and conditions of the original contract.

NOTE: THIS AWARD IS CONTINGENT UPON BOARD OF COMMISSIONERS APPROVAL.

////////////////////////////////////
PROPOSAL #2 HVAC Software Upgrades WCCF - #011023-HVAC – Scalise Industries Corp.

I, Warden Fewell, respectfully requests the Prison Board approve the purchase of HVAC Software Updates, including programming, controls, connectivity, and software support for one year from our contracted HVAC vendor, EMCOR Services dba Scalise Industries of Lawrence PA. The total cost of associated upgrades will be a one-time price of \$23,950.00.

If approved, this purchase will be invoiced under contract #011023-HVAC and be subject to Board of Commissioners approval.

////////////////////////////////////
PROPOSAL #3 WCCF Bread

I, Warden Fewell, the Prison Board authorize the advertising for Bread furnishing and delivery as our current agreements will be out of term.

////////////////////////////////////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, Administrative Assistant Randi Marodi for Larry Maggi, and Chief Deputy Anthony Mosco for Sheriff 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 Johnson; Warden Jeffrey Fewell; and Correctional Facility Chaplain Mike Pierson.

Mr. Sherman called the meeting to order at approximately 11:01 a.m. and Correctional Facility Chaplain Mike Pierson led the meeting with an invocation.

Mr. Sherman entertained a motion to approve Minute No. PB 03-19-24 dated March 19, 2024. Moved by Ms. Janis and seconded by Mr. Maggi to approve Minute No. PB 03-19-24 dated March 19, 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 April 16, 2024 the facility had a population of 341 inmates.

Maintenance for Out of County Prisoners for March 2024

Administrative Fee	\$ 12,702.94
Social Security	\$0.00
Tylenol	\$0.00
Monthly sub-total	\$ 12,702.94
Year-to-date grand total	\$ 51,471.87

Program Fees and Room and Board Income for March 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 March 2024

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Full-time Inmates	51	17	68
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	219	45	264
Total Inmates	270	62	332

Dental Extractions	15
Medical Transports Performed by the Sheriff	20
Contracted Housing Fee/Month	\$5,833.33
Yearly Total	\$5,833.33

Warden Fewell respectfully requested the Prison Board approve a software and service agreement for jail management software system maintenance with Beacon Software Solutions, Inc., Ocala, FL.

The Beacon Software Solutions System has been paid off and will now require a maintenance agreement for the jail management software system. Costs will be paid in the amount of \$23,720, on July 1st of each year of the maintenance agreement. This agreement is contingent upon Board of Commissioners approval.

If approved, this contract shall remain in effect July 1, 2024 through July 1, 2027, with optional renewals thereafter, unless otherwise terminated pursuant to a 30-day notice.

Mr. Mosco 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.”

Warden Fewell requested a brief executive session to discuss personnel.

BOARD DISCUSSION

None.

BILLS

Ms. Sloane presented to the Board for their consideration and approval of the bills dated April 16, 2024 in the amount of \$328,867.66.

A motion was made by Ms. Sloane and seconded by Ms. Janis, approving the bills dated April 16, 2024.

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

OLD BUSINESS

Ms. Sloane asked, for the second meeting in a row, about the inmates’ length of stay, saying she was assured the Commonwealth was not responsible, but claimed she found that not to be true. She continued, claiming the Prison Board could be held liable because there are people who are incarcerated, but shouldn’t be.

Mr. Sherman asked if she had a report for the Board to review and if she had recommendations or suggestions on how to fix the reported problem. Ms. Sloane said she didn’t. Mr. Sherman asked she come back with a report or presentation.

NEW BUSINESS

Mr. Sherman noted that Mr. Maggi was not in attendance due to his attendance at the PennWest Board meeting where they are working to secure a new University President. His Administrative Assistant Randi Marodi was there on his behalf.

There being no further business, Mr. Sherman entertained a motion to adjourn the meeting. Ms. Janis made a motion to adjourn. Mr. Mosca seconded it. At approximately 11:23 a.m. Mr. Sherman adjourned the meeting.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2024

ATTEST: _____
SECRETARY

DRAFT

**Washington County Correctional Facility
Invoices - May 14, 2024**

A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 4,799.53
*Access Information Protected	Secure Waste Removal	\$ 99.98
AIS Commercial Parts & Services	Kitchen Repairs Bid	\$ 2,518.48
*Albano's	Produce Bid	\$ 2,075.01
*Amazon Capital Services	Toner	\$ 319.00
*Belfiore's Coffee & Food Service Co.	Coffee Bid	\$ 2,049.60
*Bimbo Bakeries USA	Bread Bid	\$ 3,936.16
*Bob Barker Company	Housekeeping Bid	\$ 4,310.99
*Buckholt, Jack	Employee Travel	\$ 531.31
*Columbia Gas of PA	Gas Utility	\$ 4,857.74
*Continental Research Corp.	Grease	\$ 1,864.49
*Cornerstone Detention Products Inc.	Electronic Hardware	\$ 21,864.50
*County of Lehigh	Inmate Housing	\$ 4,650.00
*Earthwise Environment	Contracted Waste Removal	\$ 820.00
*FBM Capital LLC	Cost Per Copy Bid	\$ 327.13
*Grainger W W Inc.	Industrial Commodities Bid	\$ 3,429.58
*The Hite Company	Electrical Supplies Bid	\$ 825.66
*Jack Frye Sales & Service	Housekeeping Bid	\$ 1,859.50
*John E. Reid & Associates	Employee Training	\$ 447.00
Lawrence County General Fund	Inmate Holding	\$ 43,050.00
*McKesson Medical-Surgical	Medical Supplies Bid	\$ 873.00
MSC Industrial Supply Co.	Industrial Commodities Bid	\$ 298.40
*Novacare Outpatient	Employment Screening	\$ 750.00
*Primecare Medical Inc.	Contracted Medical Services	\$ 176,549.00
*Ricoh USA Inc.	Copier Bid	\$ 995.91
Scalise Industries	General Contracting Bid	\$ 15,017.14
*Schneider's Dairy	Milk Bid	\$ 5,977.68
*Sprague Operating Resources	Liquid Fuels Utility Service	\$ 5,724.58
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$ 23,666.68
*Tri-State Office Furniture	Furniture	\$ 1,371.50

*US Foods Inc.	Food Bid	\$	36,224.09
*Verizon Wireless	Telecommunication Utility	\$	160.04
*W B Mason Co. Inc.	Office Supplies Bid	\$	458.06
*Washington E Washington Joint Authority	Sewage Utility Service	\$	16,100.00
Washington Health System	Meals	\$	105.00
*Washington Physicians Group	Employment Screening	\$	1,120.00
*West Penn Power	Power Utility	\$	9,096.55
	Total 05/14/24 Meeting	\$	399,123.29
*Paid as required by due date			