

# WASHINGTON COUNTY PRISON BOARD AGENDA

Tuesday, June 18, 2024

- I. Invocation
- II. Approval of Minute PB 05-14-24 dated May 14, 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  
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Jeffrey S. Fewell, Warden

Christopher M. Cain, Deputy Warden

David Coddington, Major

## Warden’s Agenda June 18, 2024

### AGENDA

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



### **PROPOSAL #1-New Hires**

I, Warden Fewell, respectfully requests the Prison Board to hire the following personnel to Correctional Officer 1 Part-time with an effective date of July 8, 2024:

- Dustin Banner
- Frank Davis
- Joseph Didiano
- Nicholas Ivaska
- Denzell Jones
- Jenna Kuntz
- Praicen Long
- Nikolas Martin
- Daniel Pascoe
- Samantha Prentice
- Edward Snider
- Allen Thomas

**Washington County Correctional Facility  
Invoices - June 18, 2024**

*A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 7,160.09
*Access Information Protected	Secure Waste Removal	\$ 99.98
Albano's	Produce Bid	\$ 2,157.19
Belfiore's Coffee & Food Service Co.	Coffee Bid	\$ 2,049.60
*Bimbo Bakeries USA	Bread Bid	\$ 4,117.74
*Cain, Chris	Employee Travel	\$ 201.00
*Coddington, David	Employee Travel	\$ 202.34
*Columbia Gas of PA	Gas Utility	\$ 4,589.87
*Crystal Sound Systems	Radios Bid	\$ 333.70
*Earthwise Environment	Contracted Waste Removal	\$ 1,658.32
*FBM Capital LLC	Cost Per Copy Bid	\$ 439.40
*Fewell, Jeffrey	Employee Travel	\$ 217.08
*Fireman's Friend	Fire Detection Bid	\$ 487.00
*Grainger W W Inc.	Industrial Commodities Bid	\$ 545.45
Jack Frye Sales & Service	Housekeeping Bid	\$ 3,020.00
*Kenyon, Kyrie	Employee Travel	\$ 175.54
*Krajacic, Paul	Employee Travel	\$ 202.34
*Lawrence County General Fund	Inmate Holding	\$ 33,900.00
Lehigh County Government	Inmate Holding	\$ 300.00
McKesson Medical-Surgical	Medical Supplies Bid	\$ 969.32
MSC Industrial Supply Co.	Industrial Commodities Bid	\$ 177.44
*Novacare Outpatient	Employment Screening	\$ 225.00
*PA State Police	Employee Screening	\$ 44.00
*Pennsylvania American Water	Contracted Water Utility	\$ 18,504.37
Primecare Medical Inc.	Contracted Medical Services	\$ 182,554.48
*Ricoh USA Inc.	Copier Bid	\$ 969.86
Scalise Industries	General Contracting Bid	\$ 3,064.03
*Schmidt, Paul	Employee Travel	\$ 198.32
Schneider's Dairy	Milk Bid	\$ 3,103.45
*Smith's Auto Supply	Automotive Parts Bid	\$ 30.43

*Sprague Operating Resources	Liquid Fuels Utility Service	\$	4,967.70
*Surestay Plus	Employee Travel	\$	1,191.44
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$	13,302.91
*US Foods Inc.	Food Bid	\$	18,906.22
*W B Mason Co. Inc.	Office Supplies Bid	\$	125.67
*Washington E Washington Joint Authority	Sewage Utility Service	\$	15,400.00
Washington Health System	Meals	\$	10.00
*Washington Physicians Group	Employment Screening	\$	754.00
*West Penn Power	Power Utility	\$	9,475.75
	<b>Total 06/18/24 Meeting</b>	<b>\$</b>	<b>335,831.03</b>
*Paid as required by due date			

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 on behalf of Larry Maggi, and Judge DiSalle, Sheriff Anthony Andronas, District Attorney Jason Walsh, and Controller April Sloane. Also present were: Solicitor Gary Sweat; Chief Clerk Cindy Griffin and Administrative Assistant Debbie Corson; Human Resources Assistant Director Andrea Johnson; Warden Jeffrey Fewell; Correctional Facility personnel Chaplain Mike Pierson, Deputy Warden Christopher Cain, and Major Coddington; Chief Deputy Anthony Mosco; and Washington City Police Chief Steve Devenney.

Mr. Sherman called the meeting to order at approximately 11:04 a.m. and Correctional Facility Chaplain Mike Pierson led the meeting with an invocation.

Mr. Sherman entertained a motion to approve Minute No. PB 04-16-24 dated April 16, 2024. Moved by Ms. Janis and seconded by Mr. Walsh to approve Minute No. PB 04-16-24 dated April 16, 2024.

The motion was carried, with Judge DiSalle abstaining (as he was not at that meeting). The remaining members signified their approval by stating “Aye.”

**PUBLIC COMMENT**

None.

**BOARD’S RESPONSE**

None.

**WARDEN’S REPORT**

In Correctional Facility news, Warden Fewell reported, as of May 14, 2024 the facility had a population of 354 inmates.

He also reported that in discussions with command and medical provider PrimeCare, Corrections is now required to provide three medications, in accordance with IAW case law. These medications are: 1) Vivitrol, 2) suboxone, and 3) methadone. The Warden said they currently provide Vivitrol. He also noted that PrimeCare will identify detoxing persons and will not discontinue treatment, if presently prescribed to include methadone.

**Maintenance for Out of County Prisoners for April 2024**

Administrative Fee	\$ 12,377.35
Social Security	\$0.00
Tylenol	\$0.00
Monthly sub-total	\$ 12,377.35
Year-to-date grand total	\$ 63,849.22

**Program Fees and Room and Board Income for March 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 March 2024**

	<b><u>Male</u></b>	<b><u>Female</u></b>	<b><u>Total</u></b>
Full-time Inmates	55	16	71
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	208	52	260

Total Inmates	263	68	331
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<b>Examinations Performed by the Physician</b>	77
New Commitments	176
Dental Extractions	19
Medical Transports Performed by the Sheriff	22
Contracted Housing Fee/Month	\$117,639.28
Yearly Total	\$123,472.61

Warden Fewell respectfully requested the Prison Board extend the 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 extension options. This extension is in accordance with the terms and conditions of the original contract.

NOTE: This award is contingent upon Board of Commissioners approval.

Warden Fewell respectfully requested the Prison Board approve the purchase of HVAC software updates, including programming, controls, connectivity, and software support for one year from the contracted HVAC vendor, EMCOR Services dba Scalise Industries of Lawrence, PA. Total cost of associated upgrades will be a one-time price of \$23,950.

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

Warden Fewell respectfully requested the Prison Board authorize the advertising for bread provisioning and delivery, as the current agreements are expiring.

Warden Fewell respectfully requested the Prison Board approve the conducting of a confidential survey of incarcerated individuals regarding their experiences in the Washington County Correctional Facility. This survey is completely anonymous, confidential, and voluntary. It is being administered by the Pennsylvania Prison Society, a non-profit organization dedicated to ensuring the safety, health, and dignity of incarcerated people in Pennsylvania. Survey results will not be viewable or shared with anyone within the Correctional Facility.

The Prison Society uses survey responses to assess the services, conditions, and experiences inside of the facility, and provide recommendations for improvement. Surveys like this are important for making improvements within the facility. There may be more than one survey.

Contact information:

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 215-564-4775  
 230 South Broad Street, Suite 605  
 Philadelphia, PA 19102

Warden Fewell requested a brief executive session to discuss personnel.

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

The Board returned from executive session for personnel and returned into executive session to

discuss litigation.

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.

**BOARD DISCUSSION**

None.

**BILLS**

Ms. Sloane presented to the Board for their consideration and approval of the bills dated May 14, 2024 in the amount of \$399,123.29.

A motion was made by Ms. Sloane and seconded by Mr. Andronas, approving the bills dated May 14, 2024.

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

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

There being no further business, Mr. Sherman adjourned the meeting at approximately 11:15 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

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

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