

WASHINGTON COUNTY PRISON BOARD AGENDA

Tuesday, July 16, 2024

- I. Invocation
- II. Approval of Minute PB 06-18-24 dated June 18, 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

July 16, 2024

AGENDA

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

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PROPOSAL #1-New Hires

I, Warden Fewell, respectfully requests the Prison Board to hire the following personnel to Correctional Officer 1 Part-time mid-August 2024:

- Brett Shalansky
- Nick Mercer
- Caleb White
- Austin Davenport
- Abbey Tyler
- Marlee Dvoran
- Daniel Hamilton
- Hunter Czajkowski
- Mathew Grinage
- Braiden Marks
- Craig Billig
- Aaron Mathews
- Ta'Leaha Poole
- Christina Kelsall
- Jason Noble
- Dominic Bright
- Jennifer Miles
- Chloe Braden
- Melissa Wilkins
- Alternates:
- Aelena Kremer
- Colton Lynn

PROPOSAL #2-AC Compressor Replacement WCCF - #011023-HVAC – Scalise Industries Corp.

I, Warden Fewell, respectfully requests the Prison Board approve the purchase of AC Compressor Replacements, including controls, removal, two compressors, service and refrigerant 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 \$36,985.00. If approved, this purchase will be invoiced under contract #011023-HVAC.

PROPOSAL #3-Professional Services - Interval Studies – Correctional Facility

I, Warden Fewell, respectfully requests the Prison Board approve an agreement with Interval Studios, Washington PA, for the purpose of creating a recruiting video. Total cost between \$1,700.00 - \$2,000.00 will be funded from their operating budget.

NOTE: THIS AGREEMENT FOR THE CORRECTIONAL FACILITY IS CONTINGENT UPON BOARD OF COMMISSIONERS APPROVAL.

PROPOSAL #4-Secure Technology Value Solutions (STVS) – Jail Software Support & Maintenance Warranty Agreement

I, Warden Fewell, respectfully requests the Prison Board approve a 5-year Software Support & Maintenance Warranty Agreement for their body scanner with Secure Technology Value Solutions (STVS).

Total cost of \$49,500, (\$5,500 cost savings) will be paid from the inmate welfare funds.

NOTE: THIS AGREEMENT FOR THE CORRECTIONAL FACILITY IS CONTINGENT UPON BOARD OF COMMISSIONERS APPROVAL

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

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The meeting of the Washington County Prison Board was held in the conference room of the Washington County Correctional Facility, at 100 West Cherry Avenue, Washington, Pennsylvania, with the following members being present: Commissioners Nick Sherman, Electra Janis, Larry Maggi; Judge DiSalle, Sheriff Anthony Andronas, District Attorney Jason Walsh, and Controller April Sloane. Also present were Solicitor Gary Sweat; Chief of Staff Daryl Price; Chief Clerk Cindy Griffin and Administrative Assistant Debbie Corson; Public Affairs Director Patrick Geho; Human Resources Assistant Director Andrea Johnson; Human Services Administrator Dr. John Tamiggi; Warden Jeffrey Fewell; Correctional Facility personnel Chaplain Mike Pierson, Deputy Warden Christopher Cain, and Major Coddington; Chief Deputy Anthony Mosco; Administrative Assistants Heather Wilhelm, Casey Grealish, Randi Marodi and intern Cavan Gable.

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

Mr. Sherman entertained a motion to approve Minute No. PB 05-14-24 dated May 14, 2024.

Moved by Ms. Janis and seconded by Mr. Maggi to approve Minute No. PB 05-14-24 dated May 14, 2024.

The motion was unanimously carried 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, the below jail analysis. Since 2020:

- ADP (average daily population) has increased 12% (average 3% per year increase)
- Average length of stay has decreased from 60% to 58%
- Commitments have increased by 15% (averaging 3.5% per year)
- Female population is up 32%
- Minimums are up 27% with maximums up 15%; mediums fell 3%
- Juveniles are down from four to two

Maintenance for Out of County Prisoners for April 2024

Administrative Fee	\$ 13,036.11
Social Security	\$0.00
Tylenol	\$0.00
Monthly sub-total	\$ 13,036.11
Year-to-date grand total	\$ 25,413.46

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	55	13	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	207	60	267
Total Inmates	262	73	335

Examinations Performed by the Physician

	55
New Commitments	178
Dental Extractions	17
Medical Transports Performed by the Sheriff	12
Contracted Housing Fee/Month	\$9,099.98
Yearly Total	\$132,572.59

Warden Fewell respectfully requested the Prison Board hire the following personnel to the position of part-time Correctional Officer 1 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, and Allen Thomas.

Warden Fewell requested a brief executive session to discuss personnel.

After returning from executive session, Ms. Janis made the motion to accept the Warden's report as presented. Mr. Maggi seconded the motion. The motion was carried unanimously with the Board signifying their approval by stating "Aye."

BOARD DISCUSSION

None.

BILLS

Ms. Sloane presented to the Board for their consideration and approval of the bills dated June 18, 2024 in the amount of \$335,831.03.

A motion was made by Ms. Sloane and seconded by Mr. Andronas, approving the bills dated June 18, 2024.

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

OLD BUSINESS

Ms. Sloane addressed the Board stating the Corrections audit had been completed and noted there were a fair number of issues and errors, which had not be addressed since last year. She concluded by saying the noted issues need to be addressed quickly.

NEW BUSINESS

None.

There being no further business, Mr. Sherman adjourned the meeting at approximately 11:07 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2024

ATTEST: _____
SECRETARY

DRAFT

**Washington County Correctional Facility
Invoices - July 16, 2024**

A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 5,994.62
*B&H Photo	Computer Hardware	\$ 356.25
*Buckholt, Jack	Employee Travel	\$ 306.86
*C C A P	Act 22 Fee	\$ 1,089.00
*Chipps, Eli	Employee Travel	\$ 100.50
*Colt Plumbing	Plumbing Bid	\$ 696.83
*Columbia Gas of PA	Gas Utility	\$ 3,690.19
*Craftmaster Hardware	Electronic Hardware	\$ 970.00
*FBM Capital LLC	Cost Per Copy Bid	\$ 177.07
*Grainger W W Inc.	Industrial Commodities Bid	\$ 964.23
*Identisys	Software Maintenance	\$ 843.75
*Lawrence County General Fund	Inmate Holding	\$ 22,800.00
Lehigh County Government	Inmate Holding	\$ 300.00
MSC Industrial Supply Co.	Industrial Commodities Bid	\$ 162.78
Primecare Medical Inc.	Contracted Medical Services	\$ 187,115.58
*Ricoh USA Inc.	Copier Bid	\$ 299.53
Scalise Industries	General Contracting Bid	\$ 7,151.21
*Sprague Operating Resources	Liquid Fuels Utility Service	\$ 3,743.25
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$ 2,136.53
*Trapuzzano's Uniforms	Uniforms Bid	\$ 972.00
*US Foods Inc.	Food Bid	\$ 23,920.93
*Verizon Wireless	Cellular Service	\$ 320.08
*W B Mason Co. Inc.	Office Supplies Bid	\$ 95.86
*Washington E Washington Joint Authority	Sewage Utility Service	\$ 16,240.00
Washington Health System	Guard Meals	\$ 10.00
*Washington Physicians Group	Employment Screening	\$ 273.00
*West Penn Power	Power Utility	\$ 11,258.32
	Total 07/16/24 Meeting	\$ 291,988.37
*Paid as required by due date		