

# WASHINGTON COUNTY PRISON BOARD AGENDA

Wednesday, October 19, 2022

- I. Invocation
- II. Approval of Minute PB 09-14-22 dated September 14, 2022
- III. Public Comment
- IV. Warden's Report
- V. Bills
- VI. Old Business
- VII. New Business
- VIII. Adjourn Meeting

D. Vaughan  
N. Sherman  
L. Maggi  
President Judge DiSalle  
A. Andronas  
J. Walsh  
A. Sloane

M. Namie  
J. Grimm  
C. Griffin  
S. Arnold  
J. Hatfield  
J. Fewell  
J. Thornburg  
P. Jansante

The meeting of the Washington County Prison Board was held in the conference room of the Correctional Facility, 100 West Cherry Avenue, Washington, Pennsylvania, with the following members being present: Commissioners Diana Irey Vaughan, Nick Sherman, and Larry Maggi; President Judge John DiSalle; Controller April Sloane; and Sheriff Anthony Andronas. Absent from the meeting was District Attorney Jason Walsh. Also present were: County Solicitor Jana Grimm; Chief of Staff Mike Namie; Warden Jeffrey Fewell; Deputy Warden Chris Cain; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Court Administrator Patrick Grimm; Human Services Director Kim Rogers; Captain-Deputy Sheriff Tony Interval; Executive Secretary Randi Marodi; Chief Clerk Cindy Griffin; Administrative Assistant Joyce Thornburg; Major David Coddington; Captain Mark Stewart; and Chaplain Mike Pierson.

Mrs. Vaughan called the meeting to order at approximately 11:02 a.m., and Chaplain Pierson led the meeting with the invocation.

Mrs. Vaughan asked if there were any corrections, additions, or omissions to Minute No. PB 8-30-22 dated August 30, 2022.

It was moved by Mr. Sherman and seconded by Mr. Maggi that Minute No. PB 8-30-22 be approved. The motion was carried unanimously with the Board signifying their approval by stating "Aye".

Mrs. Vaughan noted for the record asking Ms. Sloane for the previously approved minutes to be signed and returned. Ms. Sloane responded that she signed and returned them through interoffice mail. Mrs. Vaughan stated that this must have just occurred as they had not yet been received.

**PUBLIC COMMENTS**

None.

**WARDEN'S REPORT**

**Income from Other Units for the Maintenance of Inmates for August 2022**

Administrative Fee	\$13,109.07
Social Security	\$1,200.00
Tylenol	\$0.00
Monthly sub-total	\$14,309.07
Year-to-date grand total	\$112,406.77

**Program Fees and Room and Board Income for August 2022**

	<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 August 2022**

	<b><u>Male</u></b>	<b><u>Female</u></b>	<b><u>Total</u></b>
Full-time Inmates	60	14	74
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	<u>246</u>	<u>49</u>	<u>295</u>
Total Inmates	306	63	369
Examinations Performed by the Physician			294
New Commitments			167
Dental Extractions			36
Medical Transports Performed by the Sheriff			17
Contracted Housing Fee/Month			\$0.00

Warden Fewell stated that the current population is very low at 306. He further stated that the year-to-date commitment from January through August is 1,288, which is a slight increase.

Warden Fewell respectfully requested the Prison Board to extend the bid award for bread products with Bimbo Bakeries USA, Incorporated, Albany, New York. This extension will be effective October 1, 2022 through September 30, 2024, under the same terms and conditions. This service for the Correctional Facility is contingent upon approval at the Board of Commissioners meeting to be held September 15, 2022, Minute No. 1157.

Warden Fewell respectfully requested the Prison Board approve the funding source for the previously approved K-9 narcotic searches with Ideal Investigations & Security Group, LLC to be inmate welfare funds. This funding source approval for the Correctional Facility is contingent upon approval at the Board of Commissioners meeting to be held September 15, 2022, Minute No. 1157.

Warden Fewell pointed out to the Prison Board that they added to their packets the program schedule and the statistics from the Pennsylvania Department of Corrections and, magistrate commitments as well as the arresting agencies for the month of August.

Mrs. Vaughan asked Warden Fewell about the separate sheet regarding an additional proposal. Warden Fewell stated that it was for an executive session, if needed. Mrs. Vaughan stated that since this proposal has been outlined for the Board, it may not be necessary to go into an executive session. Mrs. Vaughan asked the Board if there was a need for an executive session to discuss the additional proposal with no members answering in the affirmative.

Mrs. Vaughan read the third proposal to be a part of the Warden's Report approving the termination of part time Correctional Officer Achili Minch.

It was moved by Mr. Sherman and seconded by Mr. Maggi to accept the Warden's Report. The motion was carried unanimously with the Board signifying their approval by stating "Aye".

**BILLS**

Ms. Sloane presented to the Board for their consideration and approval of the bills dated September 14, 2022, in the amount of \$288,158.98.

It was moved by Ms. Sloane and seconded by Mr. Sherman, approving the bills dated September 14, 2022. The motion was carried unanimously with the Board signifying their approval by stating "Aye". (See list of bills attached hereto and made a part hereof.)

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

There being no further business, Mrs. Vaughan declared the meeting adjourned at approximately 11:07 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_, 2022

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

Warden's Agenda  
October 19, 2022

❖ **Recruit Oath of Office- Honorable President Judge John DiSalle**

Fewell, "In accordance with Title 37, Chapter 95 of the Pennsylvania Code, the following cadets are certified as Corrections Officers in the Commonwealth of Pennsylvania:

Officer Jarred John  
Officer Stephanie Madrid  
Officer Angel Maldonado  
Officer Shawn Myers

The Honorable President Judge John DiSalle will administer the oath of office:

Judge: "I, state your name, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth and that I will discharge the duties of my office with fidelity."

Fewell, "Please congratulate our newest members of our Washington County family."

❖ Statistics

❖ **PROPOSAL #1-Train, Arm, and Authorize**

I, Warden Fewell, respectfully requests the Prison Board approve the handgun weapons training, and qualifying of correctional officers assigned to hospital duty whenever the county Sheriff is not available.

❖ Executive session (if needed)

**Washington County Correctional Facility  
Invoices - October 19, 2022**

A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 6,245.74
*Access Information Protected	Secure Waste Removal	\$ 70.83
*AIS Commercial Parts & Service	Kitchen Repairs Bid	\$ 941.44
Albano's	Produce Bid	\$ 6,401.74
*Automated Card Systems	PO# 44928	\$ 3,460.00
*Benchmark Professional Seminars Inc.	Employee Training	\$ 590.00
*Big's Sanitation	Waste Removal	\$ 820.00
*Bimbo Bakeries USA	Bread Bid	\$ 5,063.30
*CDW-G	PO# 45003, 45019, 45054	\$ 497.75
Chestnut Ridge Foam Inc.	Mattress Bid	\$ 13,886.00
*Colt Plumbing	Plumbing Bid	\$ 542.62
*Columbia Gas of PA Inc.	Energy Utility Services - Aug/22	\$ 2,467.91
*Cook's Correctional	PO# 44958	\$ 140.99
*Daymark Safety Systems	PO# 45075	\$ 426.60
*FBM Capital LLC	Cost Per Copy Bid	\$ 315.87
*Gormley-Farrington Inc.	PO# 44660	\$ 512.00
Grainger W W Inc.	Industrial Commodities Bid	\$ 787.95
*Guardian RFID	Inmate Management System	\$ 3,450.00
*Hobart Service	PO# 44717	\$ 1,205.13
*Jack Frye Sales and Service	Housekeeping Bid	\$ 1,545.00
*Jefferson County Juvenile Court	Inmate Holding	\$ 200.00
Lawrence County General Fund	Inmate Holding	\$ 17,350.00
*Lexis Nexis	Law Library	\$ 1,157.00
McKesson Medical-Surgical	Medical Supplies	\$ 4,892.84
MSC Industrial Supply Co.	Industrial Commodities Bid	\$ 468.20
*PA State Police	Employment Screening	\$ 110.00
*Pennsylvania American Water	Water Utility - 7/30-8/30/22	\$ 9,176.76
Primecare Medical Inc.	Contracted Medical Services	\$ 109,854.74
*Ricoh USA Inc.	Cost Per Copy Bid	\$ 797.73
*Schneider's Dairy	Milk Bid	\$ 6,667.95

*Sprague Operating Resources	Liquid Fuels Utility Service - 8/1-8/31/22	\$	1,048.90
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$	24,445.16
*US Foods Inc.	Food Bid	\$	41,275.21
*Verizon Wireless	Telecommunication Utility - 8/17-9/16/22	\$	160.04
*W B Mason Co. Inc.	Office Supplies Bid	\$	1,086.74
*W J P A	Advertising	\$	1,020.00
*Washington E Washington Joint Authority	Sewage Utility Service - 7/29-8/30/22	\$	11,460.00
*Washington Physician Services	Employment Screening	\$	956.00
*West Penn Power	Power Utility - 8/22-9/21/22	\$	13,165.15
	<b>Total 10/19/22 Meeting</b>	<b>\$</b>	<b>294,663.29</b>
*Paid as required by due date			