

# WASHINGTON COUNTY PRISON BOARD AGENDA

Wednesday, December 14, 2022

- I. Invocation
- II. Approval of Minute PB 11-16-22 dated November 16, 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 Suite 100 of Crossroads Center, 95 West Beau Street, Washington, Pennsylvania, with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi, and Nick Sherman; President Judge John DiSalle (entered the meeting at 11:03 a.m.); and Controller April Sloane. Absent from the meeting were Sheriff Anthony Andronas and District Attorney Jason Walsh. Also present were: Chief of Staff Mike Namie; Solicitor Jana Grimm; Human Resources Director Shelli Arnold; Finance Director Josh Hatfield; Warden Jeffrey Fewell; Human Services Director Kim Rogers; Chief Clerk Cindy Griffin; Administrative Assistant Joyce Thornburg; District Court Administrator Patrick Grimm; Deputy Warden Chris Cain; Major David Coddington; Alternative Sentencing/PREA Coordinator Kyrie Kenyon; Treatment Supervisor Judy Klobucar; Chaplain Mike Pierson; and PrimeCare employee Jessica Morris.

Mrs. Vaughan called the meeting to order at approximately 11:01 a.m., and Chaplain Pierson led the meeting with an invocation.

Mrs. Vaughan asked if there were any corrections, additions, or omissions to Minute No. PB 11-2-22 dated November 2, 2022.

It was moved by Mr. Sherman and seconded by Mr. Maggi that Minute No. 11-2-22 be approved. The motion was carried unanimously with the Board signifying their approval by stating "Aye".

**PUBLIC COMMENT**

None.

**WARDEN'S REPORT**

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

Administrative Fee	\$12,072.00
Social Security	\$800.00
Tylenol	\$0.00
Monthly sub-total	\$12,872.00
Year-to-date grand total	\$137,728.08

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

	<b><u>Male</u></b>	<b><u>Female</u></b>	<b><u>Total</u></b>
Full-time Inmates	48	6	54
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	204	39	243
Total Inmates	252	45	297

Examinations Performed by the Physician	37
New Commitments	94
Dental Extractions	31
Medical Transports Performed by the Sheriff	10
Contracted Housing Fee/Month	\$19,550
Yearly Total	\$94,900

Warden Fewell requested the Prison Board enter into a renewal agreement with the Pennsylvania District Attorneys Institute (PDAI) for the maintenance and continuance of the

Pennsylvania Statewide Automated Victim Information and Notification (SAVIN) program. The program will be provided to the Correctional Facility through Pennsylvania Commission on Crime & Delinquency (PCCD) grant funds for the purposes of victim notification. The SAVIN program automatically notifies a victim 24/7 of an offender's escape, subsequent apprehension, date of release, work release, etc. PCCD will pay 100% of the maintenance and service fees for 2023 with no cost incurred for Washington County. Washington County will pay 0% of the maintenance fees. This agreement will be effective January 1, 2023 through December 31, 2023. This agreement for the Correctional Facility is contingent upon approval at the Board of Commissioners meeting to be held November 17, 2022, Minute No. 1161.

It was moved by Mr. Sherman and seconded by Mr. Maggi to approve 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 November 16, 2022, in the amount of \$120,407.89.

It was moved by Ms. Sloane and seconded by Mr. Sherman, approving the bills dated November 16, 2022. The motion was carried unanimously with the Board signifying their approval by stating "Aye". (See the 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 11:03 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

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

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

SECRETARY

Warden's Agenda  
December 14, 2022

**PROPOSAL #1. Contract #011321-Produce Eff: DOA thru 12/31/2022**

I, Warden Fewell, respectfully requests the Prison Board **award the bid** for the furnishing and delivering of **produce for the Correctional Facility to Albano's Produce, Washington, PA**, the lowest most responsive and responsible bidder meeting specifications based on the "25 % markup from Vendor's Cost" submitted in their bid proposal.

If approved, this contract will be effective DOA, 2021 through December 31, 2022, with the option to renew for one additional two (2) year period. Bid submissions were reviewed and recommended for approval by the Correctional Facility Dietary and the Purchasing Department.

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

**PROPOSAL #2. Bid Award – Linen Supplies – Contract #012721-Linen**

I, Warden Fewell, respectfully requests the Prison Board authorize the **advertising for Bids for Linen Supplies** for Washington County.

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

**Washington County Correctional Facility  
Invoices - December 14, 2022**

A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$	6,777.28
*Access Information Protected	Secure Waste Removal	\$	54.61
Allegheny County Jail	Inmate Housing	\$	35,372.90
*Colt Plumbing	Plumbing Bid	\$	64.37
*Columbia Gas of PA Inc.	Energy Utility Services - Oct/22	\$	1,336.22
County of Greene	Inmate Housing	\$	10,600.00
*FBM Capital LLC	Cost Per Copy Bid	\$	122.83
Grainger W W Inc.	Industrial Commodities Bid	\$	4,022.84
Lawrence County General Fund	Inmate Housing	\$	13,450.00
*Lexis Nexis	Law Library	\$	150.00
MSC Industrial Supply Co.	Industrial Commodities Bid	\$	1,814.42
*Novacare Outpatient Rehabilitation	Employment Screening	\$	500.00
*Pennsylvania American Water	Water Utility - 9/30-10/31/22	\$	9,006.36
Primecare Medical Inc.	Contracted Medical Services	\$	468,085.56
*Ricoh USA Inc.	Cost Per Copy Bid	\$	688.10
Scalise Industries	General Contracting Bid	\$	6,529.50
*Sprague Operating Resources	Liquid Fuel Service - 10/1-10/31/22	\$	3,991.87
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$	8,328.61
*US Foods Inc.	Food Bid	\$	26,189.74
*Verizon Wireless	Telecommunication Utility - 10/17-11/16/22	\$	160.04
*W B Mason Co. Inc.	Office Supplies Bid	\$	143.89
*Washington Physician Services	Employment Screening	\$	659.00
*West Penn Power	Power Utility - 10/21-11/20/22	\$	9,385.83
	<b>Total 12/14/22 Meeting</b>	<b>\$</b>	<b>607,433.97</b>
*Paid as required by due date			