

Washington County
Prison Board Agenda
Wednesday, July 20, 2022

- I. Invocation
- II. Approval of Minutes 03-16-22 dated March 16, 2022, 04-20-22 dated April 20, 2022,
05-18-22 dated May 18, 2022 and 06-15-22 dated June 15, 2022
- III. Public Comment
- IV. Warden's Report
- V. Bills
- VI. Old Business
- VII. New Business
 - a. Hospital charges for county/inmates
 - b. Unannounced visits by the board
- VIII. Adjourn Meeting

D. Vaughan

N. Sherman

L. Maggi

President Judge DiSalle

A. Andronas

J. Grimm

M. Namie

A. Sloane

J. Walsh

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 Washington County Correctional Facility, 100 West Cherry Avenue, Washington, Pennsylvania, with the following members being present: Commissioners Diana Ireya Vaughan, Nick Sherman, and Larry Maggi; Warden Jeffrey Fewell; Deputy Warden Chris Cain; Major David Coddington; Captain Shane Cisko; Officer Denise Dupain; Officer Emilee McClain; District Attorney Jason Walsh; Chaplain Mike Pierson; Mike Jones from the Observer; and Intern Gianna Peterson. Also Present via Zoom were President Judge John DiSalle; Controller April Sloane; Sheriff Tony Andronas; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Human Resources Generalist April Jones; Human Services Director Kim Rogers; Secretary Joyce Thornburg; Justice Planner Alan Richardson; Justice Planner Patrick Jablonski; and Historical Museum and Curator Clay Kilgore.

Mrs. Vaughan called the meeting to order at approximately 11:00 a.m., and Chaplain Mike Pierson led the meeting with the invocation.

Mrs. Vaughan asked if there were any corrections, additions, or omissions to Minute No. PB 03-16-22 dated March 16, 2022, Minute No. PB 04-20-22 dated April 20, 2022, or Minute No. PB 05-18-22 dated May 18, 2022.

After some discussion, it was decided these minutes be held in abeyance. The approval of these Minutes will be voted on during July's Prison Board Meeting, after receiving appropriate corrections.

PUBLIC COMMENTS

None.

WARDEN'S REPORT

Income from Other Units for the Maintenance of Inmates for June 2022

| | |
|--------------------------|-------------|
| Administrative Fee | \$12,222.91 |
| Social Security | \$2,400.00 |
| Tylenol | \$0.00 |
| Monthly sub-total | \$14,622.91 |
| Year-to-date grand total | \$72,182.75 |

Program Fees and Room and Board Income for June 2022

| | <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 June 2022

| | <u>Male</u> | <u>Female</u> | <u>Total</u> |
|---|--------------------|----------------------|---------------------|
| Full-time Inmates | 56 | 8 | 64 |
| 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 | 222 | 38 | 260 |
| Total Inmates | 278 | 46 | 324 |
| Examinations Performed by the Physician | | | 235 |
| New Commitments | | | 107 |
| Dental Extractions | | | 32 |
| Medical Transports Performed by the Sheriff | | | 18 |
| Contracted Housing Fee/Month | | | \$0.00 |

Warden Fewell started off by stating that today's population is currently 334. Moving forward, Warden Fewell recognized Denise Dupain as employee of the month for April 2022. Additionally, he recognized Emilee McClain as employee of the month for May 2022.

Next, Warden Fewell moved on to inmate status. We are currently holding 20 inmates that are incarcerated for homicide: 19 adults and one juvenile. Moving on, we had 21 inmates that tested positive for COVID on Sunday, June 12th. They are quarantining and are being monitored by medical staff. Additionally, 57 inmates were vaccinated by PrimeCare on June 10th. On a positive note, Warden Fewell stated that the symptoms of the 21 infected inmates were very mild and that the Warden at Allegheny County Jail had noted the same.

Moving forward, Warden Fewell spoke of staffing. Currently, 3 are on board with 6 pending. That recruitment class is being processed right now with human resources and that will greatly help out during the summer. We are right on par with The Pennsylvania County Staffing Matrix.

PROPOSAL #-1 Contract Addendum with Allegheny County Jail
Washington County Correctional Facility – Correction of Allegheny County Agreement

Purchasing, on behalf of Warden Fewell, respectfully requests the Board of County Commissioners enter into an **agreement with the County of Allegheny** for the provision of **housing each other’s Adult offenders** on an as needed basis as per the contract conditions including, \$127.70 per inmate, per day, plus medical expenses to be paid from their Operating budget.

Note: This item is to correct the dollar amount as presented on MIN#1150.

NOTE: THIS AWARD IS CONTINGENT UPON PRISON BOARD APPROVAL.

PROPOSAL #2: RECRUIT PART-TIME CORRECTIONAL OFFICER I

I, Warden Fewell, respectfully request the Prison Board and the Board of County Commissioners to authorize the hire of the following personnel as part-time Correctional Officers I in the Washington County Correctional Facility:

- Jason Bowditch
- Austin Gray
- Veronica Kayona
- Kristian Lee
- Dominic Petrocco
- Kelsey Stanford
- Antonio Vallejo

Commissioner Diana Irey Vaughan noted that we have to ratify proposal #2 because the employees were already hired.

Commissioner Diana Irey Vaughan asked if there was a motion to approve the Warden’s Report.

It was moved by Mr. Andronas and seconded by Mr. Maggi. The motion was carried unanimously with the Board signifying their approval by stating “Aye”.

Ms. Sloane presented to the Board for their consideration and approval of the bills dated in June 15, 2022, in the amount of \$344,021.24.

It was moved by Ms. Sloane and seconded by Mr. Sherman, approving the bills dated June 20, 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

Warden Fewell introduced Justice Planners Alan Richardson and Patrick Jablonski. Mr. Richardson introduced the Washington County Needs Assessment. The goal is to do an assessment to

see if the best practices are being utilized to identify the risk and needs for the inmate population so that the Washington County Correctional Facility can make informed decisions that are in the best interest of the staff and inmates. Mr. Jablonski picked up after this. He stated that there are 3 stats about the jail's population that need to be understood for us to look at the trends that are involved. The first 2 stats are mental health and chemical dependency. Mr. Jablonski acknowledged that 51% of our active population have an active mental health issue. Additionally, 46% of our inmates have a chemical dependency issue. Conversely, 37% of inmates have neither issue. Mr. Jablonski also noted that they were asked to look at recidivism. Washington County has a 3 year recidivism rate of 53%. The proportion of those individuals having mental health and chemical dependency issues is much more likely. The third stat is related to the level of seriousness of each inmates' crime. It categorizes each inmates' most egregious crime since 2017. The most frequent offenses are related to violence, parole violations, and drug charges. Moving on, Mr. Jablonski talks about trends. Most jails across the United States saw significant declines during the first wave of COVID. Additionally, there were declines when more strains of the virus were discovered. As of lately, our population has plateaued - which is a good thing. Next, Mr. Jablonski delves into average length of stay. The average length of stay is a great indicator of future populations. The average length of stay now is significantly higher than it was in 2019. Moving along, Mr. Jablonski compares the data that has been analyzed through the Washington County Needs Assessment to weather forecasting. Looking at the total County population, we can predict we will decrease by 1.8% in the year 2040. One of the things that we know about the Washington County Correctional Facility is that our highest population of inmates are males ages 20-50. Our population of males in that age range is expected to grow by 3.2%. Mr. Jablonski offers 4 separate forecasts to help us predict the population amount in 2048. The absolute maximum capacity is currently at 400. Forecast #1 looks at growth if all else remains the same. If this is the case, the population of inmates in 2048 will be 565. Forecast #2 is a worst-case scenario. It observes our growth as if bookings were to increase to rates seen before the pandemic, while average length of stay remains the same. If this were to occur, the population of inmates in 2048 would be 718. Forecast #3 is a best-case scenario. It observes our growth as if average length of stay were to increase to rates seen before the pandemic, while bookings remain the same. If this were to occur, the population of inmates in 2048 would be 261. Forecast #4 observes our growth as if average length of stay were to increase to rates seen before the pandemic, as well as bookings. If this were to occur, the population of inmates in 2048 would be 371. Finally, Mr. Jablonski moved on to the concluding portion of his PowerPoint. Obviously, forecast #3 and #4 would be ideal for the County. The commissioners feel forecast #4 is attainable. A side note that Mr. Jablonski proposed is that, if present practices of the criminal justice system remain as they were in early spring 2022, the required number of beds to operate a safe and secure facility will likely eclipse 700 in 25 years. There is also the possibility to that individuals with mental health or chemical dependency issues could be diverted to a "central receiving center" facility that would get the person into treatment more quickly. On an average daily basis, we could have 23 people in that type of facility.

There being no further business, Mr. Sherman moved the meeting be adjourned. It was seconded by Mr. Maggi, and Mrs. Vaughan declared the meeting adjourned at approximately 11:50 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2022

ATTEST: _____

SECRETARY

Warden's Agenda
July 18, 2022

PROPOSAL #1---Elevator Maintenance- Contract#062122-EM

Purchasing and the jail respectfully requests the Board of County Commissioners award the bid for the Elevator Maintenance for all county facilities to Otis Elevator Co., Pittsburgh, PA. This is a one- year contract effective July 1, 2022, through June 30, 2023, with the option to extend for (9) additional one-year periods through June 30, 2032.

This is a full-service maintenance contract which covers elevators at the Courthouse, Courthouse Square, Family Court Center, Correctional Facility and Crossroads Building. The total cost for the first year is \$41,460.00. This bid has been reviewed by all user departments as well as purchasing and is being awarded to the lowest most responsive and responsible bidder.

PROPOSAL #2-Washington County Correctional Facility – Lehigh County Agreement

Purchasing, on behalf of Warden Fewell, respectfully requests the Board of County Commissioners enter into an agreement with the County of Lehigh for the provision of housing Washington County's Youthful inmates on an as needed basis as per the contract conditions including, \$150.00 per youthful inmate, per day, plus medical expenses to be paid from their Operating budget.

**Washington County Correctional Facility
Invoices - July 20, 2022**

| | | | |
|------------------------------------|--|----|------------|
| A Z Janitorial Services LLC | Housekeeping Supplies Bid | \$ | 5,555.78 |
| *Access Information Protected | Secure Waste Removal | \$ | 85.16 |
| Albano's | Produce Bid | \$ | 2,834.50 |
| Belfiore's Coffee & Food Service | Coffee Bid | \$ | 2,049.60 |
| *Big's Sanitation | Waste Removal | \$ | 820.00 |
| Bimbo Bakeries USA | Bread Bid | \$ | 2,473.78 |
| *CDW-G | Computer Hardware | \$ | 4,930.67 |
| *Colt Plumbing | Plumbing Supplies Bid | \$ | 1,005.06 |
| *Columbia Gas of PA Inc. | Energy Utility Services - May/22 | \$ | 3,651.37 |
| *Craftmaster Hardware LLC | Door Hardware | \$ | 1,439.56 |
| *The Food Exchange | Food | \$ | 3,880.80 |
| Grainger W W Inc. | Industrial Commodities Bid | \$ | 8,337.77 |
| *Guardian RFID | Inmate Management System | \$ | 3,500.00 |
| *Hadfield Elevator LLC | Elevator Service Bid | \$ | 705.00 |
| *Jack Frye Sales and Service | Housekeeping Bid | \$ | 2,092.00 |
| Janitor's Supply | Housekeeping Bid | \$ | 624.59 |
| Justice Planners | Needs Assessment Contract | \$ | 11,816.27 |
| *Lexis Nexis | Law Library | \$ | 1,296.92 |
| MSC Industrial Supply Co. | Industrial Commodities | \$ | 105.63 |
| Novacare Outpatient Rehabilitation | Employment Screening | \$ | 500.00 |
| *Oakland McCulloch | Training Books | \$ | 195.00 |
| *PA State Police | Employment Screening | \$ | 220.00 |
| *Pennsylvania American Water | Water Utility - 4/29-5/31/22 | \$ | 10,850.15 |
| Phoenix Textile Corporation | Linen Bid | \$ | 2,748.00 |
| Primecare Medical Inc. | Contracted Medical Services | \$ | 193,236.45 |
| *Ricoh USA Inc. | Cost Per Copy Bid | \$ | 704.54 |
| Scalise Industries Corporation | Contracted Repairs | \$ | 5,242.96 |
| Schneider's Dairy Inc. | Milk Bid | \$ | 3,412.24 |
| *Sprague Operating Resources | Liquid Fuels Utility Service - 5/1-31/22 | \$ | 3,662.15 |
| *Sysco Pittsburgh LLC | COSTARS Food Contract | \$ | 9,033.81 |

| | | | |
|--|--|-----------|-------------------|
| *Verizon Wireless | Telecommunication Utility - 4/17-6/16/22 | \$ | 320.08 |
| *W B Mason Co. Inc. | Office Supplies Bid | \$ | 818.52 |
| *Washington E Washington Joint Authority | Sewage Utility Service - 4/28-5/31/22 | \$ | 13,752.00 |
| *Washington Physician Services | Employment Screening | \$ | 581.00 |
| Washington Health System | Guard Meal Trays | \$ | 115.00 |
| *West Penn Power | Power Utility - 4/21-6/20/22 | \$ | 13,113.38 |
| | Total 07/20/22 Meeting | \$ | 315,709.74 |
| *Paid as required by due date | | | |