

**Washington County  
Prison Board Agenda  
August 30, 2022**

- I. Invocation
  
- II. Approval of Minutes 05-18-22 dated May 18, 2022, 06-15-22 dated June 15, 2022 and  
07-20-22 dated July 20, 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 7th floor conference room of Courthouse Square, 100 West Beau Street, Washington, Pennsylvania, with the following members being present: Commissioners Diana Irey Vaughan, Nick Sherman, and Larry Maggi; President Judge John DiSalle; Controller April Sloane via telephone; and Sheriff Tony Andronas. Absent from the meeting was District Attorney Jason Walsh. Also present were Deputy Controller Heather Sheatler; County Solicitor Jana Grimm; Warden Jeffrey Fewell; Deputy Warden Chris Cain; Major David Coddington; Finance Director Josh Hatfield; Chief of Staff Mike Namie; Human Resources Director Shelli Arnold; Human Services Director Kim Rogers; Chief Clerk Cindy Griffin; Chaplain Mike Pierson; Chief of Juvenile Probation Amanda Gallagher; Assistant District Attorney Megan Faust; and Secretary Joyce Thornburg.

Mrs. Vaughan called the meeting to order at approximately 11:03 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 and Minute No. PB 04-20-22 dated April 20, 2022.

It was moved by Mr. Sherman and seconded by Mr. Maggi with discussion.

Mr. Maggi asked when members of the Prison Board received the minutes to review. After some discussion regarding a misunderstanding over who is responsible for distributing meeting materials, Ms. Sloane said that she would distribute them from this point forward.

Mr. Sherman and Mr. Maggi withdrew their motions until all members had an opportunity to review the minutes.

Mrs. Vaughan asked Mrs. Thornburg to distribute the minutes to the members and they can be approved at the next meeting.

**PUBLIC COMMENTS**

None.

**WARDEN'S REPORT**

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

|                          |             |
|--------------------------|-------------|
| Administrative Fee       | \$10,035.07 |
| Social Security          | \$2,200.00  |
| Tylenol                  | \$0.00      |
| Monthly sub-total        | \$12,235.07 |
| Year-to-date grand total | \$57,559.84 |

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

|  | <b><u>Male</u></b> | <b><u>Female</u></b> | <b><u>Total</u></b> |
|--|--------------------|----------------------|---------------------|
| Full-time Inmates                        | 57                 | 12                   | 69                  |
| 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>210</u>         | <u>63</u>            | <u>273</u>          |
| Total Inmates                            | 267                | 75                   | 342                 |

|   |        |
|---|--------|
| Examinations Performed by the Physician     | 309    |
| New Commitments                             | 141    |
| Dental Extractions                          | 27     |
| Medical Transports Performed by the Sheriff | 23     |
| Contracted Housing Fee/Month                | \$0.00 |

Mrs. Vaughan announced that the Warden requested to amend his posted agenda to include some hirings. Mrs. Vaughan asked if there was a motion to approve this amendment.

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

Warden Fewell recognized Denice Dupain as employee of the month for April 2022. Moving forward, Warden Fewell stated that the population as of May 18, 2022 was 351, which is down some, however, we are on track for steady increases for the current year. Warden Fewell moved on to preventing COVID status stating that PrimeCare took over administering vaccinations from Central Outreach, and on May 5, 2022, 64 inmates were vaccinated. Moving on to staffing levels, Warden Fewell stated that there is a recruitment class at present with Human Resources, but that recruitment is challenging. He further stated that the facility will be staffed sufficiently with the current recruitment class. Warden Fewell presented to the Board data coordinated with facilities in Butler, Adams, Beaver, Cambria, Centre, Erie, Monroe, Washington, Westmoreland, and Franklin counties. Warden Fewell highlighted that the average daily populations were very similar amongst the counties, but that study shows that the county's facility is lightly staffed in comparison to the other counties. Warden Fewell informed the Board that he would be attending the Pennsylvania Warden's Association training session in Harrisburg with the Secretary of Corrections being in attendance.

Mrs. Vaughan asked the Warden to provide the average cost per inmate to compliment the data that has already been compiled from the other county facilities. Warden Fewell stated that communication is open amongst the other county Wardens and that he should have no problem obtaining the average cost per inmate to compare.

Warden Fewell respectfully requested the Prison Board extend the bid contract for linen supplies for the Correctional Facility to the listed vendors at their "per unit" costs submitted in their bid.

- Anchor Wiping Cloth, Detroit MI
- Phoenix Textile Corporation, O'Fallon MO

If approved, this extension will be effective DOA through December 31, 2022, under the same contract terms and conditions. This service for the Correctional Facility was approved at the Board of Commissioners meeting held May 5, 2022, Minute No. 1151.

Warden Fewell respectfully requested the Prison Board approve the activation of one wireless hotspot through AT&T. The hotspot will be used by their three clinicians that work in the Jail as they are not permitted to have their cell phones. The cost of the hotspot will be \$39.99 per month with equipment being free with activation. This purchase will be paid from the department's operating fund.

Warden Fewell respectfully requested the Prison Board to approve the purchase of a new gas deep fryer for the Correctional Facility from Great Lakes Hotel Supply, Pittsburgh, PA., for the total amount of \$26,057.00. This will replace the current deep fryer that is 11 years old and cannot be repaired.

This purchase has been recommended for Capital funding and is being made from the PA State Contract, therefore it does not require bidding. This purchase for the Correctional Facility was approved at the Board of Commissioners meeting held May 5, 2022, Minute No. 1151.

Warden Fewell respectfully requested the Prison Board to approve the following hires at the Correctional Facility.

|                   |               |                 |
|-------------------|---------------|-----------------|
| Rodney Croom, Jr. | DaQuan Devers | Jabar Holyfield |
| Joshua Humphries  | Maya Jones    | Achili Minch    |
|                   | Julia Policz  |                 |

Mrs. Vaughan asked if there was a motion to approve the Warden's Report.

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

## **Bills**

On behalf of Controller April Sloane, Ms. Sheatler presented to the Board for their

consideration and approval the bills dated May 18, 2022, in the amount of \$389,959.86.

Mrs. Vaughan asked if there was a motion to approve the Bills.

It was moved by Mr. Sherman and seconded by Mr. Maggi, approving the bills dated May 18, 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 11:15 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

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

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

SECRETARY

DRAFT

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 Irey Vaughan, Nick Sherman, and Larry Maggi; President Judge John DiSalle via teleconference; District Attorney Jason Walsh; Sheriff Tony Andronas via teleconference; and Controller April Sloane via teleconference. Also present were Warden Jeffrey Fewell; Chaplain Mike Pierson; Deputy Warden Chris Cain; Major David Coddington; Correctional Officer Emilee McClain; Correctional Officer Denise Dupain; Captain Chane Cisco; Intern Gianna Peterson; Administrative and Observer-Reporter representative Mike Jones. Also present via teleconference were Chief of Staff Mike Namie; Solicitor Jana Phillis Grimm, Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Human Resources Generalist April Jones; Human Services Director Kim Rogers; Chief Clerk Cindy Griffin; Administrative Assistant Joyce Thornburg; and Justice Planners representatives Alan Richardson and Patrick Jablonski.

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

Mrs. Vaughan stated that there were changes to be made to the minutes but that they were not available for the meeting.

Mrs. Vaughan asked if there was a motion to hold Minute No. PB 03-16-22 dated March 16, 2022, Minute No. PB 04-20-22 dated April 20, 2022 and Minute No. PN 05-18-22 dated May 18, 2022 in abeyance.

It was moved by Mr. Sherman, seconded by Mr. Maggi. The motion was carried unanimously with the Board signifying their approval by stating "Aye".

PUBLIC COMMENTS

None.

Mrs. Vaughan opened a time capsule to reveal several different artifacts from the new jail's dedication in March of 1996. Some of the artifacts revealed were an orange jumpsuit, eating utensils, staff patches and badges, handcuff keys, inmate handbooks, photos, a hymnal, and several programs from the dedication of the new county jail on March 29, 1996.

WARDEN'S REPORT

Income from Other Units for the Maintenance of Inmates for May 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 May 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 May 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  
Contracted Housing Fee/Month

18  
\$0.00

Warden Fewell stated that the population is currently 334. He then recognized Correctional Officer Denice Dupain as employee of the month for April 2022 and he recognized Emilee McClain as employee of the month for May 2022.

Warden Fewell stated that the facility is currently holding 20 inmates that are incarcerated for homicide: 19 adults and one juvenile. There were 21 inmates that tested positive for COVID on Sunday, June 12<sup>th</sup> and they are being quarantined and monitored by medical staff. Additionally, 57 inmates were vaccinated by PrimeCare on June 10<sup>th</sup>. Warden Fewell stated that he spoke with the Warden of Allegheny County Jail and they have zero positive cases at this time and Warden Fewell anticipates the facility's 21 cases to test negative by Sunday.

Mrs. Vaughan asked if our cases of COVID have been mild. Warden Fewell responded that the symptoms have been very mild.

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

Warden Fewell respectfully requested the Prison Board 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. This item is to correct the dollar amount that was previously approved. This service for the Correctional Facility is contingent upon approval at the Board of Commissioners meeting to be held on June 16, 2022, Minute No. 1154.

Warden Fewell respectfully requested the Prison Board approve to ratify the hiring 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

Mrs. 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".

#### BILLS

Ms. Sloane presented to the Board for their consideration and approval of the bills dated 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 representatives Alan Richardson and Patrick Jablonski to discuss the needs assessment for the Correctional Facility. Mr. Richardson stated that the goal of the assessment is to see if the best practices are being utilized to identify the risk and needs for the inmate population so that the Correctional Facility can make informed decisions.

Mr. Jablonski stated that there are three stats about the jail's population that need to be understood for them to look at trends. The first two stats are mental health and chemical dependency, and he commended the County for tracking this data so well. Mr. Jablonski stated that 51% of the population has an active mental health issue. Additionally, 46% of 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 and stated that the Correctional Facility has a three-year recidivism rate of 53%. The third stat is the level of seriousness of each inmate's crime. Mr. Jablonski stated that they categorize each inmate's offense by the most egregious crime going back to 2017 and found that the most frequent offenses are related to violence, parole violations, and drug charges.

Mr. Jablonski stated that most jails across the United States saw significant declines during the first wave of COVID and that there were declines when more strains of the virus were discovered. He further stated that at present, the population at the Correction Facility has plateaued.

Mr. Jablonski stated that the average length of stay is a great indicator of future populations and that the average length of stay is significantly higher than it was in 2019. He stated that they compare the data that has been analyzed through the needs assessment to forecast. He further stated that they can predict the population will decrease by 1.8% in the year 2040. Mr. Jablonski stated Correctional Facility's highest population of inmates are males ages 20-50 and that the population of males in that age range is expected to grow by 3.2%.

Mr. Jablonski presented four separate forecasts to help predict the population in 2048 With the absolute maximum capacity at the current 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.

In conclusion, Mr. Jablonski stated that forecast #3 and forecast #4 would be the most ideal for the County. He further stated 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. He also stated that there is a possibility to divert individuals with mental health or chemical dependency issues to a central receiving center facility that would get the person into treatment more quickly as opposed to being housed in the Correctional Facility. He stated that on an average daily basis, it is projected that there could be 23 people in that type of facility.

Mrs. Vaughan thanked Mr. Richardson and Mr. Jablonski for their presentation.

There being no further business, Mrs. Vaughan declared the meeting adjourned at approximately 11:50 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

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

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

SECRETARY

The meeting of the Washington County Prison Board was held in the 7th floor conference room of Courthouse Square, 100 West Beau Street, Washington, Pennsylvania, with the following members being present: Commissioners Diana Irey Vaughan, Nick Sherman, and Larry Maggi; President Judge John DiSalle; District Attorney Jason Walsh; Sheriff Tony Andronas; and Controller April Sloane. Also present were Warden Jeffrey Fewell; Alternative Sentencing Coordinator Kyrie Kenyon; Chaplain Mike Pierson; Solicitor Jana Phillis Grimm; Finance Director Josh Hatfield; Chief of Staff Mike Namie; Human Resources Director Shelli Arnold; Human Services Director Kim Rogers; Secretary Paula Jansante; Community Service Director Cliff Warnick; Auditor Nico LaBella; Observer-Reporter representative Mike Jones and Pennsylvania Prison Society representative Gregory Dober.

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

Warden Fewell introduced Pennsylvania Prison Society representative Gregory Dober to the members of the Prison Board and county staff in attendance.

Mrs. Vaughan provided a few corrections to Minute No. PB 03-16-22 dated March 16, 2022, as well as Minute No. PB 04-20-22 dated April 20, 2022.

After some discussion, Mrs. Vaughan asked if there was a motion to approve the above two minutes with the sufficient corrections that she had provided. It was moved by Mr. Sherman and seconded by Ms. Sloane. The motion was carried unanimously with the Board signifying their approval by stating "Aye"

Mrs. Vaughan asked for a motion to hold Minute No. PB 05-18-22 dated May 18, 2022 and Minute No. 06-15-22 dated June 15, 2022 in abeyance until they can be reviewed.

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

**PUBLIC COMMENTS**

None.

**WARDEN'S REPORT**

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

|                          |             |
|--------------------------|-------------|
| Administrative Fee       | \$12,569.65 |
| Social Security          | \$0.00      |
| Tylenol                  | \$0.00      |
| Monthly sub-total        | \$12,569.65 |
| Year-to-date grand total | \$85,752.40 |

**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                        | 52          | 7             | 59           |
| 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 | <u>214</u>  | <u>41</u>     | <u>255</u>   |
| Total Inmates                            | 266         | 48            | 314          |

|   |        |
|---|--------|
| Examinations Performed by the Physician     | 236    |
| New Commitments                             | 127    |
| Dental Extractions                          | 32     |
| Medical Transports Performed by the Sheriff | 16     |
| Contracted Housing Fee/Month                | \$0.00 |



Warden Fewell recognized Correctional Officer Charles Boyd as the employee of the month for June 2022. Warden stated that the population is currently 319 and that there have been more releases than commitments this month.

Warden Fewell stated that there are currently 11 females farmed out at \$50.00 per month and that there are 3 juveniles farmed out as well. Female beds are full, and they will be in to the immediate future. Warden Fewell updated the Prison Board on the Community Services Alternative Sentencing Programs. Currently, there are 4 males enrolled and 2 pending with the intention to include the female population next month.

Mrs. Vaughan thanked Mr. Warnick and his staff for their work and acknowledged the value of the program to the county and to the community. Warden Fewell stated that PrimeCare vaccinated 55 inmates on July 19, 2022 and noted that while the Correctional Facility was on lockdown 2 weeks ago, the facility is in the clear at present. He further stated that the facility is at a staffing level of 83% with 5 correctional officers in training. Warden Fewell stated that there is still a slight turnover and retention issue but that the facility is actively working with Human Resources to minimize turnover and maximize retention rates.

Mrs. Vaughan inquired about in-person visits at the facility. Warden Fewell responded that the facility is not having in-person visits at this time as video visits are proving to be much more effective. He continued that video visits eliminate the risk of smuggling in contraband to the facility. Warden Fewell also stated that virtual visits allow for an entire family to visit with an inmate as opposed to a single person for an on-site visit. Warden Fewell stated that he plans to make this a permanent change moving forward.

Warden Fewell updated the Prison Board on two upcoming events, the Pennsylvania Corrections Association meeting in Harrisburg on October 7, 2022 and the Pennsylvania Warden's Association meeting in Washington on October 19, 2022 through October 21, 2022. He further stated that the meetings provide a great place to meet and network with other facilities and representatives from the Department of Corrections.

Warden Fewell respectfully requested the Prison Board 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. This service for the Correctional Facility is contingent upon approval at the Board of Commissioners meeting to be held on July 21, 2022, Minute No. 1155.

Warden Fewell respectfully requested the Prison Board 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. This service for the Correctional Facility is contingent upon approval at the Board of Commissioners meeting to be held on July 21, 2022, Minute No. 1155.

Mrs. Vaughan asked if there was a motion to approve the Warden's Report.

It was moved by Mr. Sherman and seconded by Mr. Maggi. 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 in July 20, 2022, in the amount of \$315,709.74.

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

Ms. Sloane spoke about the hospital bills for inmates. Some members of the Prison Board believe that PrimeCare is overly eager to send individuals to the hospital. Mrs. Vaughan mentioned that we can perhaps adopt a policy that gives PrimeCare a slightly reduced level of authority on hospital recommendations so that money is not wasted on minor injuries. Warden Fewell mentioned that at his previous employer, their affiliates were audited to make sure that the County wasn't being charged for unnecessary hospitalizations. President Judge John DiSalle stated that it would be most beneficial to have someone from the County, PrimeCare, and the Hospital sit down and discuss the matter so that the best possible policy can be adopted.

Ms. Sloane stated that she recommends that Prison Board members have regular, unannounced visits at the correctional facility. She further stated that while the statute does not require Prison Board members to, as Mrs. Vaughan pointed out, she thinks that it would be a best practice.

Mrs. Vaughan stated if members of the Prison Board would like to, that would be up to each member individually since it is not a requirement.

There being no further business, Mrs. Vaughan declared the meeting adjourned at approximately 11:48 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

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

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

SECRETARY

DRAFT

# Warden's Prison Board Agenda- August 30, 2022

## PROPOSAL #1--NEW HIRES

I respectfully request the Prison Board to approve the following personnel for part-time correctional officers 1 to perform duties within the Washington County Correctional Facility:

Asia Borders

Daniel Debnar

Jarred John

Stephanie Madrid

Angel Maldonado

Shawn Myers

Devan Orrell

We are looking at a start date of Monday, September 19, 2022. This is also a new hire orientation day; therefore, all will be scheduled for their 1<sup>st</sup> day in orientation and report to Captain Buckholt on Tuesday, September 20, 2022.

## PROPOSAL #2---K9 SEARCH

I respectfully request the Prison Board to approve a contract with Ideal Investigations & Security Group, LLC for K9 searches within the Washington County Correctional Facility. The cost would be \$200 per search (approximately 30-minute search). We anticipate scheduling two searches per month.

This contract is contingent on Board of County Commissioners approval.

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

**Washington County Correctional Facility  
Invoices - August 17, 2022**

|                                |  |    |            |
|--------------------------------|--|----|------------|
| 84 Lumber Company              | Lumber Bid                                 | \$ | 24.14      |
| A Z Janitorial Services LLC    | Housekeeping Supplies Bid                  | \$ | 3,870.74   |
| *Access Information Protected  | Secure Waste Removal                       | \$ | 50.58      |
| AIS Commercial Parts & Service | Kitchen Repairs Bid                        | \$ | 953.57     |
| Albano's                       | Produce Bid                                | \$ | 2,003.73   |
| *American Glass and Mirror     | Glass Repair                               | \$ | 900.00     |
| *Big's Sanitation              | Waste Removal                              | \$ | 820.00     |
| Bimbo Bakeries USA             | Bread Bid                                  | \$ | 2,656.88   |
| *CDW-G                         | Computer Hardware                          | \$ | 746.52     |
| *Columbia Gas of PA Inc.       | Energy Utility Services - Jun/22           | \$ | 3,206.13   |
| *Cornerstone Detention Inc.    | Electronic Hardware                        | \$ | 310.00     |
| *Crystal Sound Systems         | Radio Equipment                            | \$ | 8,458.00   |
| *Fireman's Friend              | Fire Safety Bid                            | \$ | 265.00     |
| Grainger W W Inc.              | Industrial Commodities Bid                 | \$ | 1,511.81   |
| Jack Frye Sales and Service    | Housekeeping Bid                           | \$ | 918.00     |
| Johnson Controls               | Fire Alarms Systems Bid                    | \$ | 7,878.02   |
| Justice Planners               | Needs Assessment Contract                  | \$ | 3,370.00   |
| *Lawrence County               | Inmate Holding                             | \$ | 29,350.00  |
| *Lexis Nexis                   | Law Library                                | \$ | 648.46     |
| MSC Industrial Supply Co.      | Industrial Commodities                     | \$ | 284.02     |
| *Pennsylvania American Water   | Water Utility - 6/1-6/29/22                | \$ | 9,389.55   |
| Primecare Medical Inc.         | Contracted Medical Services                | \$ | 152,440.08 |
| *Ricoh USA Inc.                | Cost Per Copy Bid                          | \$ | 722.49     |
| Scalise Industries Corporation | Contracted Repairs                         | \$ | 1,024.00   |
| Schneider's Dairy Inc.         | Milk Bid                                   | \$ | 3,375.08   |
| *Sprague Operating Resources   | Liquid Fuels Utility Service - 6/1-6/30/22 | \$ | 1,704.94   |
| *Sysco Pittsburgh LLC          | COSTARS Food Contract                      | \$ | 4,463.63   |
| Trapuzzano's Uniforms          | Uniforms Bid                               | \$ | 226.00     |
| *Verizon Wireless              | Telecommunication Utility - 6/17-7/16/22   | \$ | 160.04     |

|  |                                       |           |                   |
|--|---------------------------------------|-----------|-------------------|
| *W B Mason Co. Inc.                      | Office Supplies Bid                   | \$        | 19.76             |
| *Washington E Washington Joint Authority | Sewage Utility Service - 5/31-6/29/22 | \$        | 11,688.00         |
| *Washington Physician Services           | Employment Screening                  | \$        | 1,395.00          |
| *West Penn Power                         | Power Utility - 6/21-7/21/22          | \$        | 13,243.14         |
|  | <b>Total 08/17/22 Meeting</b>         | <b>\$</b> | <b>268,077.31</b> |
| *Paid as required by due date            |                                       |           |                   |