

WASHINGTON COUNTY PRISON BOARD AGENDA

Wednesday, September 14, 2022

- I. Invocation
- II. Approval of Minute PB 08-30-22 dated August 30, 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; District Attorney Jason Walsh; Controller April Sloane and Sheriff Anthony Andronas. Also present were County Solicitor Jana Grimm; Chief of Staff Mike Namie; Warden Jeffrey Fewell; Deputy Warden Chris Cain; Finance Director Josh Hatfield; Human Services Director Kim Rogers; Chief Clerk Cindy Griffin; Secretary Paula Jansante; Chief Deputy Sheriff Anthony Mosco; Captain Chris Kaschok; Auditor Nico LaBella; FITS Manager Tracy Yorty; Community Service Director Clifford Warnick; Chaplain Mike Pierson and Observer-Reporter representative Brad Hundt.

Mrs. Vaughan called the meeting to order at approximately 11:01 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 5-18-22 dated May 18, 2022, Minute No. PB 6-15-22 dated June 15, 2022, and Minute No. PB 7-20-22 dated July 20, 2022.

It was moved by Mr. Sherman and seconded by Mr. Maggi that Minute No. PB 5-18-22, PB 6-15-22 and PB 7-20-22 be approved. 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 July 2022

Administrative Fee	\$11,745.30
Social Security	\$1,600.00
Tylenol	\$0.00
Monthly sub-total	\$13,345.30
Year-to-date grand total	\$99,097.70

Program Fees and Room and Board Income for July 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 July 2022

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Full-time Inmates	62	15	77
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>257</u>	<u>47</u>	<u>304</u>
Total Inmates	319	62	381

Examinations Performed by the Physician	216
New Commitments	98
Dental Extractions	10
Medical Transports Performed by the Sheriff	21
Contracted Housing Fee/Month	\$0.00

Warden Fewell stated that the current population is 315 with zero inmates testing positive for COVID-19. He further stated that PrimeCare continue to vaccinate inmates and staffing level is at 76% with a recruit class currently training and another to follow.

Warden Fewell respectfully requested the Prison Board to approve the hiring of the following candidates to begin employment with the County as part-time Corrections Officer I with a tentative start date of September 19, 2022:

Asia Borders
Jarred John
Angel Maldonado

Daniel Debnar
Stephanie Madrid
Shawn Myers

Devan Orrell

Warden Fewell respectfully requested the Prison Board approve a contract with Ideal Investigations & Security Group, LLC for K-9 narcotic searches within the Washington County Correctional Facility. The total cost is \$200.00 per search (approximately a 30-minute search) anticipated to be scheduled twice a month. 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.

Mr. Maggi inquired about vaccinations and whether inmates are required to be vaccinated. Warden Fewell responded that PrimeCare schedules vaccinations every two weeks and will vaccinate approximately 30 to 50 inmates. President Judge DiSalle asked if the facility is still offering an incentive to be vaccinated. Warden Fewell responded that inmates received \$25 per shot. Mrs. Vaughan stated that the incentive is paid to the inmate's commissary account and funded by inmate welfare funds.

President Judge DiSalle inquired if the facility has utilized the K-9 outfit in the past. Warden Fewell stated that the outfit has come into the facility once and that they are the K-9 trainer used by Deputy Sheriff Kristie Salzman. Mr. Andronas stated for clarity that Sammi is an explosives and person tracking K-9 which is why Sammi's services cannot be utilized. President Judge DiSalle further inquired if the K-9 search will be done on all units. Warden Fewell responded that the searches will mainly be targeted in areas of concern. Mr. Maggi asked if this service was bid and Mr. Sherman asked if we could contract with local law enforcement agencies who have a narcotics K-9 unit. Warden Fewell stated that there was not a bid due to the K-9 outfit being the only local option and that they could research contracting with a local law enforcement agency's K-9 unit. Mr. Andronas stated that there may be an issue due to case law involving law enforcement performing services for outside agencies with Mr. Hatfield stating that it may be possible due to the case law specifically pointing out a difference between school districts and government agencies versus an outside organization. Warden Fewell further stated that they have reached out to the PA Department of Corrections' Drug Task Force and it is difficult to get another agency to lend their K-9 services twice a month but stated they will research alternatives.

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 August 30, 2022, in the amount of \$268,077.31.

It was moved by Ms. Sloane and seconded by Mr. Sherman, approving the bills dated August 30, 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

Mrs. Vaughan stated that the reason the regularly scheduled meeting had to be rescheduled was because the agenda was not received in time to post online as required by the Sunshine Act and therefore, the meeting had to be readvertised. She further stated that the minutes have been held in abeyance several times in order for commissioner staff to make corrections to form and content and forward those to the Secretary. Mrs. Vaughan asked if anyone had a suggestion to resolve the matter going forward.

Mr. Sherman made a motion for reorganization of the Prison Board to remove Ms. Sloane as Secretary and nominated President Judge DiSalle as her replacement. President Judge DiSalle stated that he was willing to accept the duties of Secretary to help facilitate the process. The motion was seconded by Mr. Maggi. The motion was carried with a majority of the Board signifying their approval by stating "Aye" and Ms. Sloane opposing.

There being no further business, Mrs. Vaughan declared the meeting adjourned at approximately 11:14 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2022

ATTEST: _____

SECRETARY

DRAFT

Warden's Agenda
September 14, 2022

❖ Statistics

❖ **PROPOSAL #1-Bid Contract Extensions-Bread Products – Contract#082218-Bread**

- The Purchasing Department, on behalf of Warden Fewell, respectfully requests the Board of County Commissioners extend our bid award for Bread Products with Bimbo Bakeries USA Inc, Albany NY.
- If approved, this extension will be effective October 1, 2022 through September 30, 2024, under the same contract terms & conditions.
- **NOTE: THIS EXTENSION IS CONTINGENT UPON PRISON BOARD APPROVAL.**

❖ **PROPOSAL #2-Contract with Ideal Security Group, LLC for K9 Search**

- I, Warden Fewell, respectfully requests 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.
- **NOTE: THIS IS CONTINGENT UPON BOARD OF COMMISSIONERS APPROVAL.**

❖ Executive session

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

A Z Janitorial Services LLC	Housekeeping Supplies Bid	\$ 3,853.47
*Big's Sanitation	Waste Removal	\$ 820.00
*Columbia Gas of PA Inc.	Energy Utility Services - Jul/22	\$ 2,745.78
*FBM Capital LLC	Cost Per Copy Bid	\$ 411.10
*Grainger W W Inc.	Industrial Commodities Bid	\$ 3,123.82
*Hadfield Elevator LLC	Elevator Maintenance Bid	\$ 3,080.00
*HiTouch Business Services	Office Supply Bid	\$ 329.00
Janitor's Supply Co. Inc.	Housekeeping Bid	\$ 315.79
*Jefferson County	Inmate Holding	\$ 22,400.00
*Johnson Controls	Fire Alarms Systems Bid	\$ 3,150.00
Justice Planners	Needs Assessment Contract	\$ 520.00
Lawrence County	Inmate Holding	\$ 13,150.00
*Novicare Rehabilitation	Employment Screenings	\$ 750.00
*Pennsylvania American Water	Water Utility - 6/30-7/29/22	\$ 9,524.41
*Pennsylvania Prison Warden's Association	Conference Attendance	\$ 1,575.00
Primecare Medical Inc.	Contracted Medical Services	\$ 156,650.67
*Ricoh USA Inc.	Cost Per Copy Bid	\$ 834.28
Scalise Industries Corporation	Contracted Repairs	\$ 3,889.50
*Sprague Operating Resources	Liquid Fuels Utility Service - 7/1-7/31/22	\$ 1,368.81
*Sysco Pittsburgh LLC	COSTARS Food Contract	\$ 10,427.72
Trapuzzano's Uniforms	Uniforms Bid	\$ 17,913.00
*Tri-State Office Furniture Inc.	Office Furniture	\$ 370.80
*US Foods Inc.	Food Bid	\$ 4,995.59
*Verizon Wireless	Telecommunication Utility - 7/17-8/16/22/22	\$ 160.04
*W B Mason Co. Inc.	Office Supplies Bid	\$ 820.00
*Washington E Washington Joint Authority	Sewage Utility Service - 6/29-7/29/22	\$ 11,940.00
*Washington Physician Services	Employment Screening	\$ 218.00
*West Penn Power	Power Utility - 7/22-8/21/22/22	\$ 12,822.20
	Total 09/14/22 Meeting	\$ 288,158.98
*Paid as required by due date		