

MEETING MINUTES
MONTGOMERY COUNTY CORRECTIONAL FACILITY
Board of Prison Inspectors
April 14, 2022

**THE BOARD MEETING WAS HELD ON-SITE AT THE FACILITY AND
VIA ZOOM**

CALL TO ORDER: The meeting commenced at 8:30 a.m. with an Executive Session. Following that, the public session started with a Pledge of Allegiance to the flag.

WELCOME: The Board and staff offer a special *welcome* to new Board member, Julio Algarin.

BOARD MEMBERS IN ATTENDANCE: President Andrew Szekely, Ted Baird, David Reed, Craig Browne, Julio Algarin, Solicitor Brian Phillips and Secretary Richard Dresher. **Absent:** Nancy Wieman

PRISON STAFF: Warden Sean McGee, Assistant Wardens Marcy D’Orazio, Sean Smith and Tom Berger; Major Joseph Interrante; **Administrative:** Gary Chesney. **PrimeCare Medical:** Todd Haskins, Joe Lynch, P.J. McTiernan, and Kelly Ehrich.

PUBIC IN MEETING: The public is invited to attend at the facility...when open to visitors again... or on *ZOOM* when meetings are held via that medium. None attended or watched.

APPROVAL OF MARCH MINUTES:

Motion to Approve:
Reed

Second:
Browne

Board Approval:
Unanimous

OLD BUSINESS: None.

NEW BUSINESS:

Bid Approvals: *The following are recommendations by Warden McGee for bid approvals. Bids are to be awarded to lowest responsible bidders that meet the specifications and requirements set forth in the request for bid. NOTE: By County standards, the most qualified bidder is not always the lowest bidder. In some cases, "Highest Rated" or "Best Value to the County," may be awarded a bid. And contracts may be awarded to approved Costar vendors without competitive bids.*

As of January 2022, the new threshold dollar amount for large bids is now \$21,900...formerly \$21,300. Anything above that must be approved by the Board and accompanied with a signed resolution.

o Inmate Sneakers: The bid was awarded to Bob Barker, a COSTAR vendor, in the amount of \$38,308.68. Solicitor Phillips will prepare a resolution for the Board to sign.

Motion to Approve:
Browne

Second:
Reed

Board Approval:
Unanimous

o Approval of Honeywell Controller/System Upgrade: This is a 2022 capital budget request and staff working with the County Purchasing and Finance departments. The equipment is obsolete. The upgrade to the software and program is \$49,427 and the controller upgrade is \$63,992 for a total of \$113,419. Solicitor Phillips will prepare a resolution for the Board to sign.

Motion to Approve:
Browne

Second:
Reed

Board Approval:
Unanimous

o Emergency Procurement for Generator Rental and Repair: Contracted with Phillips Brothers Electrical Contractor and Engines, Inc. to replace failed generator. Cost is \$58,146.56 to be expensed from the Inmate Welfare Fund. No resolution is needed.

Motion to Approve:
Reed

Second:
Browne

Board Approval:
Unanimous

o Yearly Board Appointments: One nomination was offered for each of the three offices and all three nominees were unanimously approved by the Board. The following three Board members were re-elected:

- President**...Andrew Szekely
- Vice President**...Nancy Wieman
- Secretary**...Richard Dresher

o Discussion of Return to Board Status – Meeting time: There was a discussion of whether or not the meeting time should remain at 8:30 a.m. or be changed. Such will depend on the County approval of when the Board can return to its pre-pandemic inspection schedule. In any event, any change must be advertised to the public. More discussion will be scheduled for the May Board meeting.

APPROVAL OF WAGES, INVOICES, AND MONTHLY REPORTS:

Motion to Approve:
Browne

Second:
Reed

Board Approval:
Unanimous

CORRESPONDENCE: Warden McGee distributed copies of three articles appearing in the press:

o *"Ex-corrections officer admits smuggling drugs, contraband into Montgomery County Jail."* – *Norristown Times Herald.*

o *"Prisons and the Mentally Ill."* – *Source not identified.*

o *"Montgomery County Stepping Up: Set, Measure & Achieve Data" Summary."* – *National Stepping Up Initiative."*

RETIREMENT: Scott Conley will be retiring on April 15, 2022 after thirty-five and a half years service as a member of the Maintenance Department. He helped maintain the Fleet Services for MCCF and the facility grounds. We wish him well.

PROMOTIONS:

- o Corrections Officer Kaylene Maxwell was promoted to the rank of Corporal.
- o Corrections Officer Paul Schneider was promoted to the rank of Corporal.
- o Corrections Officer David Brighter was promoted to the rank of Corporal.

WARDEN REPORTS:

Warden McGee:

o MCCF participated in a County Career Fair and received six applicants and two resumes.

o The County is participating in 'NEOGOV', an Internet recruiting program which has been very productive for MCCF. Three job openings have been advertised on 'NEOGOV'...Assistant Chef, Office Support, and Corrections Officer. So far, it has generated:

- Assistant Chef: 631 have viewed the opening and 3 applications have been received.
- Office Support: 713 viewed and 7 applied.
- Corrections Officer: 1,051 viewed and 30 applied.

Example of the 'NEOGOV' effectiveness is that from January of this year until today, using the old recruiting method, we received about 30 applications. Using 'NEOGOV', we received about 40 applications in one week.

o Attended the Pennsylvania County Corrections Association meeting with staff members. A very productive meeting

o Representatives of Lebanon County Correctional Facility will be touring MCCF on April 21st. They have requested our housing of some of their female inmates. Such will be income-producing for MCCF. It is yet to be finalized.

Assistant Warden Marcy D'Orazio

Programs/Administration/Finance/Operations/Female

o **Administrative Dispositions:** A total of 16 inmates were completed during the month of March and the average length of sentence were 4.28 to 16.3 months.

o **Preliminary Hearing Video Waiver Program:** There were 464 *ZOOM* hearings, including 451 Common Pleas and 13 Preliminary Hearings. Such hearings are being held in multiple locations in the jail.

o **Professional Video Visits:** There were 597 video visits.

o **Veterans Court:** There were 5 inmates in the program with no admissions and no graduations.

o **Behavioral Health Court:** There were 40 participants with 2 admission and no discharges or graduations.

o **Inmate Transfers:** No dates for transfers to state prisons have been set yet with 40 inmate awaiting to go.

Assistant Warden Sean Smith

Community Corrections Center

o **COVID:** In March, 24 staff received the Rapid Antigen test and only one tested positive. Twenty-four inmates tested positive. Currently, there are no inmates in isolation and no inmates with COVID. Last staff member tested positive on March 8th and last inmate tested positive on March 30th.

o **Inmate Video Visits:** Five hundred and nineteen inmates signed up, but only 219 visitors followed through.

o **Work Release:** No room and board was returned to the Treasurer. There were a total of 14 male inmates on Work Release wearing GPS ankle bracelets and living in the community with officers monitoring their activities.

o **Community Farm Task Program:** There were 8 inmates on the farm due to the lower population causing a diminished pool of eligible inmates.

o **Community Courtroom:** Judge Ferman conducted 13 Gagnon hearings. Judges are very pleased with the courtroom and next Gagnon hearing will be on May 26th.

Assistant Warden Thomas Berger
Custody/Security

o Population: The inmate population as of meeting day:

	<u>Males</u>	<u>Females</u>	<u>TOTAL*</u>
April	781	81	862
March	801	77	878

*Not all housed within the facility.

o Training: There were 1,083 hours of training which included 703 in-service hours and 384 pre-service hours. There are currently 49 Correctional Officer openings.

o Tours of the Facility: There were none due to the quarantine.

o Contraband: There has been an increase in discovered improvised weapons and contraband. Two of the latest drug problems involve reading glasses and wasp spray. It has been discovered that paper strips of Soboxone can be hidden in reading glasses...thus an increased inmate demand for reading glasses. Also, inmate "wasping" has surfaced. Paper sprayed with wasp spray has a similar effect as methamphetamine.

This month, the CERT team spent two days conducting cell searches in all cells in the facility. Found were extra soap, sheets, towels, shoes and some Soboxone along with other miscellaneous items categorized as contraband.

INSPECTION COMMITTEE REPORT: Staff completed inspections and reported back to the Board.

SECRETARY'S REPORT: None.

SOLICITOR'S REPORT: None.

BOARD MEMBER'S AND OTHER REMARKS: New member Algarin suggested that the Board take a more active role in reducing costly turnover. Such causes staff shortages and overtime. A Board discussion is planned for the May meeting.

NEXT MEETING: Thursday, May 12, 2022

ADJOURNMENT: 9:35 a.m.

RESPECTFULLY SUBMITTED: *Richard J. Dresher*
Board Secretary

DRAFT