

MEETING MINUTES
MONTGOMERY COUNTY CORRECTIONAL FACILITY
Board of Prison Inspectors
May 12, 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.

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

PRISON STAFF: Warden Sean McGee, Assistant Wardens Marcy D’Orazio, Sean Smith and Tom Berger; Majors Joseph Interante and Moyer, Captain Zerr;
Administrative: Gary Chesney, Brandon Craig, and Kathy Brighter; **PrimeCare Medical:** Todd Haskins, Joe Lynch, P.J. McTiernan, and Connie Szumski.

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 APRIL MINUTES:

Motion to Approve:
Algarin

Second:
Wieman

Board Approval:
Unanimous

OLD BUSINESS:

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..

Pre-pandemic, meeting started with inspections at 8:30 a.m., Executive Session at 9:30 a.m. and Call to Order at 10:00 a.m. With pandemic restrictions, and no Board inspections, Executive session starts at 8:30 a.m. and Call to Order at 9:00 a.m. Inspections were conducted by MCCF staff.

After a discussion, it was decided to continue with present timing and any changes to be made would be delayed until 2023 and advertise the change in December of 2022. Final decision will be made at December Board meeting.

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 **Groceries, Meats, and Provisions:** One hundred and ninety-three vendors were sent invitations to bid; 22 vendors downloaded **the** request for bids and 6 offered bids. Recommend that the bids be awarded as follows:

| <u>Vender</u> | <u># of Items</u> |
|---------------------------|-------------------|
| -W. Valarios Produce..... | 62 |
| -Dricoll Foods | 56 |
| -Feesers, Inc..... | 31 |
| -Goodsources..... | 3 |
| -Godshalls Meats..... | 1 |
| -Chesapeake Corp..... | <u>1</u> |
| Total..... | 154 |

| | | |
|-------------------------------------|------------------------|-------------------------------------|
| <u>Motion to Approve:</u> Wieman | <u>Second:</u> Reed | <u>Board Approval:</u> Unanimous |
|-------------------------------------|------------------------|-------------------------------------|

APPROVAL OF WAGES, INVOICES, AND MONTHLY REPORTS:

| | | |
|--------------------------------------|--------------------------|-------------------------------------|
| <u>Motion to Approve:</u> Algarin | <u>Second:</u> Wieman | <u>Board Approval:</u> Unanimous |
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CORRESPONDENCE: None

RETIREMENTS: None

PROMOTIONS: There were two promotions:

- o William Lichtner was promoted to General Services Supervisor (Maintenance #1)
- o Joseph Walsh was promoted to Assistant General Services Supervisor (Maintenance #3)

WARDEN REPORTS:

Warden McGee:

- o Attended the Drug Court graduation on May 3rd.
- o The MCCF Honor Guard supported the Montgomery County Police Memorial ceremonies. The Guard is very professional and represents the Facility very well.
- o The courts are asking for more use of the Community Corrections courtroom to hold bail reviews and Gagnon detention hearings. Along with the video conferencing, using the courtroom will greatly reduce inmate transports to the courthouse.
- o Few inmates testing "positive" for COVID. Have reduced the amount of inmate testing. Whereas inmates were tested five times, tests were reduced to three times...Rapid Antigen test on arrival, Rapid test after five days and PCR on day 14. And with County Health Department approval, unvaccinated staff are no longer being tested. Would like to make mask wearing optional other than critical areas such as the Intake and Medical Departments and any other areas of risk. Also, removed the Plexiglas shields from the Staff Dining room.
- o Roll call now being held only on Monday-Wednesday-Friday.

Assistant Warden Marcy D'Orazio

Programs/Administration/Finance/Operations/Female

- o **Administrative Dispositions:** A total of 9 inmates were completed during the month of April and the average length of sentence was 5.5 to 17.75 months.
- o **Preliminary Hearing Video Waiver Program:** There were 380 *ZOOM* hearings, including 363 Common Pleas and 17 Preliminary Hearings. Such hearings are being held in multiple locations in the jail.
- o **Professional Video Visits:** There were 518 video visits.
- o **Veterans Court:** There were 6 inmates in the program with no admissions and no graduations.
- o **Behavioral Health Court:** There were 35 participants with 1 admission and 1 discharge.

o Inmate Transfers: There are 31 inmates awaiting transfer with 10 going on May 25th.

o Capital Budget: Preparing invitations to bid to be sent out. Inflation is affecting the budget. Seeing price increases as high as 20%. Rooftop A/C units and boiler for the Laundry Department are big expenditures to consider.

Assistant Warden Sean Smith
Community Corrections Center

o COVID: In April , no staff and only 4 inmates tested positive. (More information already given by Warden McGee.)

o Inmate Video Visits: Four hundred and fifty-six inmates signed up, but only 179 visitors followed through.

o Work Release: No room and board was returned to the Treasurer. There were a total of 14 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 only 9 inmates on the farm due to the lower population causing a diminished pool of eligible inmates.

Assistant Warden Thomas Berger
Custody/Security

o Population: The inmate population as of meeting day:

| | <u>Males</u> | <u>Females</u> | <u>TOTAL*</u> |
|-------|--------------|----------------|---------------|
| May | 782 | 83 | 865 |
| April | 781 | 81 | 862 |

*Not all housed within the facility.

o Training: There were 1200 hours of training which included 650 in-service hours and 650 pre-service hours.

o Open Positions: There are currently 49 Correctional Officer openings. In addition, there are 4 General Services positions open. Four new COs and 1 General Services positions start next week. There are three CO recruits in class now and 5 more scheduled to be interviewed.

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

o Contraband: Attended a DOC program on contraband. Problem continues in all jails. K-2 and Soboxone are the main drug

challenges. Inmates complained of ants in cells. Exterminator sprayed paper with pesticide to attract and kill ants. Inmates found to be rolling up the paper and smoking it. Also found one inmate trying to smuggle in sheet of paper soaked in liquid K-2 and controlled substance analgesic.

o **CERT:** Thirteen new members will be attending 40 hours of training. Three members attended a CERT Masters School for 40 hours. Three other members attended another course, "Less Lethal ICP Instructor Training."

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: In budgeting for 2023, Board member Algarin suggested that the County should consider a long-term plan to address the retention of employees. Otherwise, a dangerous situation will exist if the vacant positions continue to increase more than we are experiencing now. Consideration should be given to a decent starting pay, days off, hours worked, longevity, and progressive, attractive pay increases. All should be considered prior to any Union negotiations.

NEXT MEETING: Thursday June 9, 2022

ADJOURNMENT: 9:44 a.m.

RESPECTFULLY SUBMITTED: *Richard J. Dresher*
Board Secretary

DRAFT