

MEETING MINUTES
MONTGOMERY COUNTY CORRECTIONAL FACILITY
Board of Prison Inspectors
June 9, 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: Vice-president Nancy Wieman, David Reed, Julio Algarin, Ted Baird, Craig Browne, Vernon Steed, Solicitor Brian Phillips and Board Secretary Richard Dresher. **Absent:** None

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, Connie Szumski and Dr. Linn (Dentist.)

WELCOME: The Board welcomes new member Mr Vernon Steed who was appointed by the County Commissioners.

REGRETS: It is with dismay and sadness that the Board learned that our President and 12 year Board member, Dr. Andrew Szekely, was not reappointed by the County Commissioners to continue to serve MCCF and the County. The Board and staff thank Dr. Szekely for his dedication and guidance over these many years. His good nature and professionalism will be missed. We all wish you well, Andy!

(A new President and Vice-president was elected and details are shown under “New Business.”)

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 MAY MINUTES:

Motion to Approve:
Reed

Second:
Algarin

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 Linens: The bid covers towels and bed sheets. Three hundred and twenty-one vendors were sent offers to bid; 31 responded; and 7 offered bids. It is recommended that the lowest responsible bidder, Tabb Textile Co., Inc. , be awarded the bid. The bid price on towels was \$4,074 and sheets \$20,800 for a total of \$24,874.

Motion to Approve: Second: Board Approval:
Algarin Browne Unanimous

o Laundry Boiler Replacement: Three vendors bid on the boiler replacement:

- Willbros..... \$124,000
- A. Borelli Mechanical..... \$109,000
- Oliver..... \$101,829

Recommend that Oliver, a Costar vendor and lowest bidder, be awarded the contract at \$101,829.

Motion to Approve: Second: Board Approval:
Steed Reed Unanimous

o Mattresses: This was a sole procurement for 200 mattresses from MTJ American in the amount of \$20,736.

Motion to Approve: Second: Board Approval:
Algarin Reed Unanimous

o Election of new Board Officers: With the exception of the Board and Warden, all meeting attendees were asked to leave the room.

-For President, the current Vice-President, Nancy Wieman, was nominated by Steed and seconded by Algarin. The Board was polled and, by voice votes, her appointment was unanimous.

-For Vice President, member Craig Browne was nominated by Algarin and seconded by Steed. The Board was polled and, by voice votes, his appointment was unanimous.

APPROVAL OF WAGES, INVOICES, AND MONTHLY REPORTS:

Motion to Approve:
Algarin

Second:
Wieman

Board Approval:
Unanimous

CORRESPONDENCE: Warden McGee received a Thank You card from Family Services thanking the Warden and staff for their hard work and dedication.

RETIREMENTS: We wish two staff members well in their retirements:

- o Correctional Officer John Kudoba, on May 27th after 17 years of dedicated service.
- o Correctional Officer David Borzick, on June 3rd after 9 years of dedicated service.

PROMOTIONS: Three officers were congratulated on their promotions:

- o Correctional Officer Jeremy Devery promoted to Corporal.
- o Corporal Luther Elson promoted to Sergeant.
- o Corrections Sergeant Michael McCann promoted to Lieutenant.

WARDEN REPORTS:

Warden McGee: At the meeting, a brochure prepared by senior staff was distributed to Board members for review. Covered in the brochure is:

- o Budget presentation and accompanying bullet points
- o Average daily inmate population
- o Staff turnover
- o Inmate statistics
- o Surrounding county (salary) comparisons
- o MCCF recruitment efforts

The first budget meeting for MCCF will be on June 23 with more key budget dates on June 28, July 29, November 17. The final adoption of 2023 budget and Approval of the Capital Improvement projects will be on December 15.

Additional points the Warden touched on were the effects of inflation; the loss of revenue because of the Covid induced shrinking of the work release

population and their room and board contributions; and the overall fewer inmates causing a reduction in commissions through their use of telephones and tablets.

Assistant Warden Marcy D’Orazio

Programs/Administration/Finance/Operations/Female

o Administrative Dispositions: A total of 16 inmates were completed during the month of May and the average length of sentence was 3.51 to 13.2 months.

o Preliminary Hearing Video Waiver Program: There were 370 *ZOOM* hearings, including 354 Common Pleas and 16 Preliminary Hearings. Such hearings are being held in multiple locations in the jail.

o Veterans Court: There were 6 inmates in the program with no admissions and no graduations.

o Behavioral Health Court: There were 30 participants with no admissions and 2 discharges.

Assistant Warden Sean Smith

Community Corrections Center

o COVID: Currently, 7 staff and 7 inmates tested positive with one officer out. Eleven inmates are in isolation. No inmates have exhibited any symptoms for the last 8 or 9 months.

o Inmate Video Visits: Four hundred and eighty-nine inmates signed up, but only 234 visitors followed through.

o Work Release: No room and board was returned to the Treasurer. There were a total of 12 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. The farmhouse can house up to 44 inmates.

o Community Corrections Courtroom: Judge Ferman held 28 Gagnon hearings in May and plans more for June.

Assistant Warden Thomas Berger

Custody/Security

o Population: The inmate population as of meeting day:

	<u>Males</u>	<u>Females</u>	<u>TOTAL*</u>
June	789	90	879
May	782	83	865

*Not all housed within the facility.

o Training: There were 1,929 hours of training which included 945 in-service hours and 984 pre-service hours.

o Open Positions: There are currently 53 Correctional Officer openings. One CO recruit is in class now and more scheduled to be interviewed. Eleven have accepted the position, but are not scheduled to start training until the end of the month. Applications continue to be received via the County subscribed 'NEOGOV' Internet recruiting program.

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

o Contraband: The problem of contraband coming in via legal mail in under control and no longer exists. Much time is spent investigating the inmate diversion of Medical Assisted Treatment medications prescribed by the Medical Department.

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

Algarin recommended that, after Board review of the staff inspections in the monthly report, there be discussion, if appropriate, and a vote for approval. This recommendation was unanimously approved and a vote was taken.

Motion to Approve:
Algarin

Second:
Browne

Board Approval:
Unanimous

SECRETARY'S REPORT: None.

SOLICITOR'S REPORT: None.

BOARD MEMBER'S AND OTHER REMARKS:

Algarin suggested that the staff should get a closer analysis of the mentally ill in the prison population in an effort to reduce the number of aggressive and assaultive incidents in the facility. Such a segment, a small percentage of the inmate population, is responsible for as much as 45% of the incidents. Suggest that we get a better picture of mentally ill inmates who were referred to the state hospital...but not committed.

NEXT MEETING: Thursday July 14, 2022

ADJOURNMENT: 9:54 a.m.

RESPECTFULLY SUBMITTED: *Richard J. Dresher*
Board Secretary

DRAFT