

**MEETING MINUTES**  
**MONTGOMERY COUNTY CORRECTIONAL FACILITY**  
**Board of Prison Inspectors**  
**June 11, 2020**

**BECAUSE THE PRISON IS STILL UNDER QUARANTINE DUE TO THE  
COVID-19 PANDEMIC, THE JUNE BOARD MEETING WAS  
HELD VIA A ZOOM CONFERENCE CALL.**

**CALL TO ORDER:** The meeting commenced at 8:30 A.M.

**BOARD MEMBERS ON ZOOM:** President Dr. G. Andrew Szekely, Vice-president Nancy Wieman, William Catania, , Eileen Behr, Ted Baird, Secretary Richard Dresher and Solicitor Brian Phillips. **Absent:** David Reed (Due to a ZOOM malfunction.)

**PRISON STAFF ON ZOOM:** Warden Julio Algarin, Deputy Warden Sean McGee, and Assistant Wardens Mark Murray and Marcy D'Orazio, Major Sean Smith, Captain Berger. **Administrative Staff:** Kathleen Brighter and Gary Chesney . **PrimeCare Medical Staff:** Todd Haskins, Patrick McTiernan, Joseph Lynch, Ellen Friel, Kristen Sofika, Dr. Robert Sharp, and Kelly Ehrich.

**PUBIC IN ATTENDANCE:** Not applicable because of ZOOM format.

**APPROVAL OF MINUTES:** Motion to approve the May minutes was made by Catania and seconded by Wieman. Board approval was unanimous.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Bid Approvals:** The following are recommendations by Deputy 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 approve Costar vendors without competitive bids.

As of 2020, the threshold dollar amount for large bids is now \$21,000. Anything above that must be approved by the Board.

**-HVAC Rooftop Units:** This is the final phase of the replacement of 14

rooftop units. Recommended vendor is Oliver Mechanical, a CoStar vendor with CoStar prices. Included in the contract is: One Four Seasons Unit for \$198,021 and four Trane Units for \$123,259. Total cost is \$321,280.

A motion to approve was made by Weiman and seconded by Behr. Board approval was unanimous.

**-RETIREMENT:** Warden Algarin confirmed that he would be retiring effective January 8, 2021. He requested Board acceptance.

With regrets, but well-wishes, a motion to accept was made by Baird and seconded by Wieman. A roll-call Board approval was unanimous.

**APPROVAL OF WAGES, INVOICES AND MONTHLY REPORTS FOR MAY:** A motion to approve was made by Catania and seconded by Wieman. Board approval was unanimous.

**CORRESPONDENCE:** None

**PRESENTATIONS:** None

**RETIREMENTS:** On May 1<sup>st</sup>, Major Reginald Brown retired after 31 years of dedicated service. We wish him well in his retirement.

**PROMOTIONS:** None

**COMMENDATIONS:** None

**WARDEN REPORTS:**

**Warden Algarin:** Nothing to report at this time.

**Deputy Warden McGee** – Programs Administration

- o **Administrative Dispositions:** A total of 34 inmates were seen during the month of May. All 34 completed the process. The average length of these sentences was 4.12 to 16.92 months.
- o **Preliminary Hearing Video Waiver Program:** The program has really grown. There were 144 hearings via video conferencing. No inmate are being transported to a hearing. All hearings are being held by video conference. The on-call District Judge is officiating.
- o **Budget:** Expecting the County to request a discussion, the staff has started budget requests for 2021.

- o **Professional Video Visitation:** There were 327 professional video visits held during May. These include attorneys, JRS/Access Services, Family Services an RHD (drug and alcohol assessments.)
- o **Early Paroles:** The courts have reviewed all that could be potentially released early on their county sentence during the pandemic. Only 9 inmates were paroled early on their sentence during May.

**Assistant Warden Murray** - Custody/Security:

- o **Population:** The inmate population as of meeting day:

	<u>Males</u>	<u>Females</u>	<u>TOTAL*</u>
June	808	92	900
May	844	103	950

\*Not all housed in the Facility.

- o **Training:** One hundred and ninety two staff members participated for total of 459 training hours. Nine Basic Training students attended 1,512 hours with all completing training.
- o **Tours of the Facility:** There were no tours of the facility due to the quarantine.

**Assistant Warden D’Orazio** - Corrections Center & Female Division

- o **Work Release:** No room and board was returned to the Treasurer. There was an average of 20 inmates on Work Release wearing GPS ankle bracelets with officers monitoring their movements. Two disciplined for violations of the GPS rules. One escape.
- o **Community Task Program:** Twelve inmates participated in May.
- o **Veterans’ Court:** There were 20 inmates in the program with no admissions or graduations.
- o **Community Corrections Courtroom:** There were no courtroom hearings due to the quarantine.
- o **Behavioral Health Court:** There were 62 participants with no admissions or graduations.

**INSPECTION REPORT:** No inspections conducted.

**SECRETARY REPORT:** None

**SOLICITOR'S REPORT:** None

**BOARD MEMBER'S AND OTHER REMARKS:** None

**NEXT MEETING DATE:** Thursday, July 9, 2020 at 8:30 am.

**ADJOURNMENT:** 9:10 a.m. (ZOOM meeting limited to 40 minutes)

**RESPECTFULLY SUBMITTED:** Richard J. Dresher  
Board Secretary

Detailed statistics covering the operation of the prison are in the attached  
"APPENDIX."