

Due to COVID-19 the public meeting for the Delaware County Jail Oversight Board was held via hybrid and aired live on Tuesday, January 11, 2022 at 4:30 pm in the Delaware County Council Meeting Room, Government Center Building, Media, PA. The public was permitted to submit questions or comments before and after the meeting at [JOB@co.delaware.pa.us](mailto:JOB@co.delaware.pa.us).

Present: Kevin Madden, Chair; Joanne Phillips, Vice Chair; Howard Lazarus, Executive Director; Majid Alsayegh of Alta Management.

The following JOB members were present via zoom: Honorable John J. Whelan; Honorable Mary Alice Brennan; Sheriff Jerry Sanders; Deborah Love, Citizen Appointment; Brian Corson, Citizen Appointment; Jonathan King, Citizen Appointment. Also, the call was Shelley Smith, Esq., of Archer & Greiner, PC.

Public Comment on Agenda Items: There were no comments on agenda items.

Approval of the December Meeting Minutes: Motion made by Ms. Love to approve the minutes from the December JOB meeting, seconded by Judge Brennan. Motion carried unanimously.

Approval of the December Reports: Motion made by Ms. Love to approve the reports for December 2021, seconded by Sheriff Sanders. Motion carried unanimously.

Staffing Penalty approval for December 2021: Acting Warden Donna Mellon presented the December Staffing Penalties. Motion made by Mr. Lazarus to approve the December 2021 Staffing Penalties, seconded by Controller Phillips. Motion carried unanimously.

Coronavirus Update: In December there were 233 inmates tested with 30 positive infections. Currently, there are 18 inmates quarantined (16 males/2 females). There were 4 inmates who had tested positive for transport. There were 59 staff members tested with 51 new infections. Currently there are 14 staff members out with 4 staff members pending test results. There were 143 new commits who had reported that they were vaccinated. The current vaccination rate is 46% which is a 15% increase from last month. ACME had provided a vaccination clinic on Wednesday, December 1<sup>st</sup>. There were 53 inmates who had received vaccinations. There will be another vaccination clinic on Tuesday, January 25<sup>th</sup>.

Total COVID-19 Statistics since March 2020:

Total inmates tested: 2,956  
Total inmates positive: 246  
Total staff tested: 595  
Total staff positive: 199  
Inmate deaths: 0  
Staff deaths: 2

Discussion of Contraband: In December there were 8,675 cell searches, 130 K9 searches and 9 shakedowns. There were 3 cell phones and chargers found during the searches. There were 21 inmates referred to CID for prosecution. There were 20 inmates referred for major narcotic violations and 1 inmate was referred for institutional vandalism. Ms. Mellon continues to meet monthly with the CID. The last meeting was held on Tuesday, December 21<sup>st</sup>.

De-privatization Update: Mr. Alsayegh provided a brief update on the transition. Over the past month, incoming Warden, Laura Williams has been involved with the transition. The transition team has put together a pay scale for non-managerial staff. Mr. Lazarus sent out a memorandum that addressed some aspects of compensation scale including seniority, holiday pay, shift differentials, vacation time accrual, and sick time. Motion made by Mr. Lazarus to ratify the pay scale, seconded by Judge Whelan. Sheriff Sanders abstained.

Shelley Smith, Esq., of Archer & Greiner noted that a separate motion must be made to support policies on seniority, holiday pay, shift differentials, vacation time accrual and sick time. Motion made by Mr. Lazarus to approve a recommendation by the JOB to approve the employee policies, seconded by Ms. Love.

Mr. Alsayegh stated that JUNO continues to search for management level staff and interviews continue to be conducted. County Project Manager, Lisa Rydell oversees technology procurement. Several purchase orders are being prepared to purchase computers, printers and copiers. Wellpath will begin operating medical services on Tuesday, March 1<sup>st</sup>. Aramark will be taking over Food Service on March 1<sup>st</sup> and Aramark will assume Commissary Services on Friday, April 1<sup>st</sup>.

Subcommittee Update: Mr. Corson mentioned that the grant for the MAT Program has come to a halt due to ongoing nursing shortages.

Mail Management Update: GTL has been recommended to provide a Mail Management System in George W. Hill and presented three verbal proposals:

1. Keep the existing contract that expires in August 2022. GTL would create an address for the public to send mail to. The mail would then be scanned and sent to the facility to print and distribute to the population. The cost would be \$6,000/month. The cost may be able to be deducted from the Inmate Welfare Fund, per solicitor's approval.
2. Extend the GTL contract for one year and the mail management would be done for free. The mail would be sent to GTL for scanning and the facility would print and distribute to the inmate population.
3. Extend the GTL contract for two years and the mail management would be done for free. GTL would provide 1100 additional tablets to the facility for a 1 to 1 tablet to inmate ratio. GTL would scan the mail and send it directly to the tablet for inmate to view.

Motion made by Controller Phillips to approve a two-year contract extension for GTL and for them to provide 1100 additional tablets, per solicitor's approval, seconded by Ms. Love. Motion carried unanimously.

Public Comment: Cheryl Daily, 125 Ridley Avenue, Aldan PA: expressed concern for her brother who was recently incarcerated and mentioned multiple issues including temperatures in the jail, living conditions, recreation time, food service, commissary and unsanitary shower conditions. Ms. Daily fears for the health and safety of the inmates.

Susan Duncan, 317 Valleyview Road, Media, PA: Thanked the JOB for the work that they have done with GEO to improve staffing level and its impact on the quality of life for the residents of George W. Hill.

Jane Dunbar, 232 Garfield Avenue, Norwood, PA: Thanked Ms. Mellon for stepping up when needed and for her honesty.

Ms. Phillips thanked Ms. Mellon for her dedication to public service. Ms. Phillips stated that she is committed recommending a pay adjustment for Ms. Mellon. As a retiree, Ms. Mellon is not entitled to holidays, vacation or sick time.

There was no further business, nor public comment. Motion made by Ms. Love to adjourn the meeting, seconded by Mr. Corson.

Budget Balance - Annual funds		Current data (02/04/2022 15:28:35)							
Fund	Funds Center	1000/02 Prison	1000/2310 Prison Admin	Budget as adj	Pre-encumbered	Encumbered	Expenditure	Budget Balance	Utilization (%)
Commitment Item	EXPENDITURES	50,000,000.00	13,372.84	13,925,430.00	106,589.05	35,954,608.11	28.09		
** 1000/EXPENDITURE	WAGE & SALARY CTRL	16,628,333.00	0.00	0.00	23,853.71	16,604,479.29	0.14		
* 1000/WAGE SALARY	DEPARTMENT DIRECTOR	148,333.00	0.00	0.00	0.00	148,333.00	0.00		
1000/501000	DEPUTY/ASSISTANT DIR	121,576.00	0.00	0.00	14,721.71	106,854.29	12.11		
1000/503000	HRLY FULL-TIME EMPS	15,600,000.00	0.00	0.00	3,981.60	15,596,018.40	0.03		
1000/504000	NON FULL-TIME EMPS	0.00	0.00	0.00	5,150.40	5,150.40	0.00		
1000/506000	MANAGERS&SUPERVISORS	758,424.00	0.00	0.00	0.00	758,424.00	0.00		
* 1000/OVERTIME	OVERTIME CONTROL	375,000.00	0.00	0.00	0.00	375,000.00	0.00		
1000/511000	OVERTIME	375,000.00	0.00	0.00	0.00	375,000.00	0.00		
* 1000/OFFICE SUPPLY	OFFICE SUPPLY CTRL	625,572.00	0.00	429.60	232.21	624,910.19	0.11		
1000/611000	OFFICE SUPPLIES	625,572.00	0.00	429.60	232.21	624,910.19	0.11		
* 1000/OTHER SERVICES	OTHER SERVICES	32,236,781.00	7,933.84	13,866,194.50	82,503.13	18,340,149.53	43.21		
1000/626000	DUPLICATE & PRINT	0.00	386.70	0.00	42.82	429.52	0.00		
1000/630000	CONTRACTED SERVICES	22,779,803.00	7,547.14	0.00	2,471.74	22,769,784.12	0.04		
1000/634000	PROF FEES -LEGAL	100,000.00	0.00	0.00	0.00	100,000.00	0.00		
1000/635000	CONSULTANTS	202,650.00	0.00	202,650.00	33,775.00	33,775.00	116.67		
1000/635004	MGT OUTSOURCING	0.00	0.00	13,663,544.50	0.00	13,663,544.50	0.00		
1000/640000	MAINTENANCE & REPAIR	689,366.00	0.00	0.00	0.00	689,366.00	0.00		
1000/641100	EQUIPMENT COSTS	200,000.00	0.00	0.00	0.00	200,000.00	0.00		
1000/646000	UNIFORMS & EQUIPMENT	431,098.00	0.00	0.00	0.00	431,098.00	0.00		
1000/646149	UNIFORMS-RESIDENTS	251,474.00	0.00	0.00	0.00	251,474.00	0.00		
1000/650000	INSURANCE	351,553.00	0.00	0.00	0.00	351,553.00	0.00		
1000/651002	FICA-PROG	40,000.00	0.00	0.00	1,812.39	38,187.61	4.53		
1000/652029	HOSPITALIZATION	90,000.00	0.00	0.00	916.18	89,083.82	1.02		
1000/653029	LIFE INSURANCE	1,000.00	0.00	0.00	0.00	1,000.00	0.00		
1000/655000	UNEMPLOYMENT PAYMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00		
1000/658550	CONTRIB - RET FUND	4,000.00	0.00	0.00	0.00	4,000.00	0.00		
1000/669000	MISCELLANEOUS	1,201,988.00	0.00	0.00	0.00	1,201,988.00	0.00		
1000/669211	CONTINGENCY	4,752,459.00	0.00	0.00	0.00	4,752,459.00	0.00		
1000/671039	GAS	150,000.00	0.00	0.00	0.00	150,000.00	0.00		
1000/672000	ELECTRIC	250,390.00	0.00	0.00	0.00	250,390.00	0.00		
1000/673000	WATER & SEWER	300,000.00	0.00	0.00	0.00	300,000.00	0.00		
1000/674039	SEWER	500,000.00	0.00	0.00	43,485.00	456,515.00	8.70		
* 1000/CAPITAL OUTLAY	CAPITAL OUTLAY CTRL	74,314.00	5,439.00	58,805.90	0.00	10,069.10	86.45		
1000/703001	COMPUTER EQUIPMENT	22,414.00	0.00	22,414.00	0.00	0.00	100.00		
1000/705001	MACHINERY/EQUIPMENT	31,900.00	5,439.00	23,052.00	0.00	3,409.00	89.31		
1000/706001	LICENCED VEHICLES	20,000.00	0.00	13,339.90	0.00	6,660.10	66.70		
Total		50,000,000.00	13,372.84	13,925,430.00	106,589.05	35,954,608.11	28.09		

Fund	1000/02	Prison	Rev for Month 1 USD	Revenue YTD 1 USD	Budget as adj 1 USD	Over/Under- 1 USD
Funds Center Displayed in						
* 1000/DELAWARE_CTY		Delaware Cty	4,321,171.00	4,321,171.00	50,000,000.00	45,678,829.00-
1000/9999		Revenue - General	4,321,171.00	4,321,171.00	50,000,000.00	45,678,829.00-
Total			4,321,171.00	4,321,171.00	50,000,000.00	45,678,829.00-



# MEMORANDUM

George W. Hill Correctional Facility  
P.O. Box 23  
Thornton, PA 19373

Date: February 1, 2022

To: Brick Tripp, Facility Administrator

From: Joan Skurski, Education Department

cc: Mario Colucci, Assistant Facility Administrator; Laura Williams, Warden; Kelly Shaw, Assistant Warden

RE: **January, 2022, Education and PREP Program Performance**

---

The on-going health crisis has been challenging in many ways, but, it has been especially limiting in terms of in-person teaching of students. At present, contact teaching continues to be restricted by health precautionary measures to a small group of students with unit co-horting.

The chart below shows the number of students enrolled in the *educational courses* for the month of January, 2022.

Program	Students Participating in Contact and Mobile Instructional Learning
Adult Basic Education – GED Preparation	54
GED Testing - Number of Tests Administered	28
GED – Accreditations for January	2
Flagger Training (PENN DOT Guidelines)	8
WES (Workplace Essential Skills/Computer Literacy)	10
<b>Total of Students in GED/Educational Program</b>	<b>102</b>

During the month there was a total of 102 students participating in the Education Program.

## GED

Year 2022 has 2 earned GEDs.

The chart below indicates the number of inmates who participated and were administered each exam module along with the number of inmates that passed each GED module.

### **2022 GED TEST RESULTS**

Test Module	January		February		March		April		May		June	
	Taken	Passed	Taken	Passed	Taken	Passed	Taken	Passed	Taken	Passed	Taken	Passed
RDG/Lang.Arts	9	4										
Math	3	0										
Science	11	6										
Soc. Studies	5	0										
Total Tests	28	10										
Pass Rate		36%										
Diplomas		2										

### Work Essential Skill/Computer Instruction (WES)

WES course is geared to life skills applications. The curriculum leads the individual through interviewing skills, proper dress codes, how to achieve good credit, job seeking methods and how to prepare a resume. Thirty hours of instruction will earn a certificate along with a finished resume. A total of 10 inmates benefited from this life skills course during January, and 2 females received certificate of completions.

### Flagger Training

Flagger certification enables the inmate to apply for flagging positions upon release. Course is taught in accordance with PENN DOT guidelines and inmate must pass the final exam for certification. Flagging on any roadway in Pennsylvania requires this type of certification. A total of 8 inmates received this training during January.

The chart below reflects the number of inmates that participated in the educational treatment programs for the month of January, 2022.

Program	Students Participating in Contact and/or Mobile Instructional Learning
PREP I (Cognitive Behavioral Interventions for Substance Abuse, CBI-SA)	60
PREP II (Thinking for a Change, T4C)	25
<b>Totals</b>	<b>85</b>

During the month there were **85** inmates that participated in Education Treatment Programs.

### **PREP I (CBI-SA) Cognitive Behavioral Interventions for Substance Abuse**

This program is an eight-week evidenced based cognitive behavioral program (CBI-SA) that focuses on educating inmates on addictions and behaviors. This program provides a comprehensive understanding of addictions, coping skills, and relapse prevention skills. The therapeutic framework is CBISA (Cognitive Behavioral Intervention for Substance Abuse). This program is open to all inmates regardless of court status. All participants receive a certificate of completion. Attendance is mandatory. All participants' progress tracked and documented (i.e. weekly progress notes/discharge summaries).

### **PREP II (T4C) Thinking for a Change**

This program is geared toward repeat offenders who successfully completed PREP I (CBI-SA) and/or a community-based treatment program. Unlike PREP 1, which focuses on addictions; this program places great emphasize on cognitive restructuring and social skills building. PREP II utilizes the (T4C) Thinking for a Change Model. The overall goal of this program is to address the cognitive, social, and emotional needs of the criminal justice population. This program includes daily treatment assignments, active participation, and after care planning. To successfully complete program, all participants must complete 25 sessions. A strong emphasis placed on compliance with the program rules and regulations. Eligible participants must have previously completed PREP I and/or show a sense of motivation or desire toward change.

- ❖ ***January had 85 inmates that participated in PREP 1 and PREP 2 classes for the month. Thirteen (13) inmates received a certificate of completion (10 males, 3 females).***

### **Naloxone Distribution**

Inmates are offered a single dose of Naloxone (*Narcan*) to take with them during the discharge process on a voluntary basis. Since program inception of April 16, 2020 to January, 2022, there has been **191** doses distributed to discharging inmates.

**COMMITMENT COMPARISON**

**January**

**2018-2022**

	2018	2019	2020	2021	2022	DIFF 2021- 2022	%Diff 2021-2022
<b>Commitments</b>	798	864	790	461	431	-30	-6.5%
<b>Discharges</b>	756	820	899	378	457	79	20.9%
<b>Drug &amp; Alcohol (self report)</b>	155	165	140	70	65	-5	-7.1%
<b>Mental Health (self report)</b>	39	65	53	15	20	5	33.3%
<b>Dual Diagnosis (self report)</b>	119	112	109	64	48	-16	-25.0%
<b>Males</b>	625	669	624	370	339	-31	-8.4%
<b>Females</b>	173	195	166	91	92	1	1.1%
<b>Black</b>	406	414	388	281	249	-32	-11.4%
<b>White</b>	317	333	295	162	160	-2	-1.2%
<b>Asian</b>	10	6	8	2	4	2	100.0%
<b>Hispanic</b>	53	7	88	14	16	2	14.3%
<b>Other</b>	12	14	11	2	2	0	0.0%
<b>Bail under \$25,000</b>	154	142	113	119	79	-40	-33.6%
<b>Bail over \$25,000</b>	99	133	110	108	120	12	11.1%
<b>VOP Bench Warrant</b>	188	238	210	102	76	-26	-25.5%
<b>FTA Bench Warrant</b>	52	62	60	58	39	-19	-32.8%
<b>Domestic Relations B/W</b>	41	36	29	3	4	1	33.3%
<b>Bail VOP Bench Warrant</b>	20	13	23	5	10	5	100.0%
<b>Bail FTA Bench Warrant</b>	5	3	0	0	2	2	200.0%
<b>VOP Bench Warrant FTA Bench Warrant</b>	3	2	1	3	6	3	100.0%
<b>Bail DOM Bench Warrant</b>	0	1	0	0	0	0	0.0%
<b>VOP Bench Warrant DOM Bench Warrant</b>	6	3	3	1	1	0	0.0%
<b>FTA Bench Warrant DOM Bench Warrant</b>	0	4	0	0	1	1	100.0%
<b>County Sentences</b>	31	36	22	7	11	4	57.1%
<b>State Sentences</b>	6	3	3	1	6	5	500.0%
<b>Lodgers</b>	23	10	25	1	9	8	800.0%
<b>PBPP Bench Warrants</b>	28	17	12	19	11	-8	-42.1%

Recidivism Rate 2020 (annual) 62%

Recidivism Rate 2021 (annual) 62%

**Recidivism Rate 2022**

January 59%

February

March

April

May

June

July

August

September

October

November

December





Year/Per	Posting Dt	DT Ref Doc #	It	Check #	Order	Vendor	Transact. Descript.	Amount DR/CR	User
<p>FUND: 02 Prison</p> <p>ACCOUNT GROUP: EXPE Expense Accounts</p>									
02-2310-0000503000	-	DEPUTY DIRECTORS & ASSISTANT DIRECTORS					Initial Balance:	0.00	MANA
2022/001	01/14/2022	ZB 100081926	152				HRPAY000001	7,425.09	MANA
2022/001	01/28/2022	ZB 100082022	150				HRPAY000001	7,296.62	MANA
							Total Transactions:	14,721.71	
							Ending Balance [Beginning Bal. + Line items]:	14,721.71	
02-2310-0000504000	-	HOURLY FULL-TIME EMPLOYEES					Initial Balance:	0.00	MANA
2022/001	01/14/2022	ZB 100081926	035				HRPAY000001	2,031.20	MANA
2022/001	01/28/2022	ZB 100082022	039				HRPAY000001	1,950.40	MANA
							Total Transactions:	3,981.60	
							Ending Balance [Beginning Bal. + Line items]:	3,981.60	
02-2310-0000611000	-	OFFICE SUPPLIES					Initial Balance:	0.00	DIVA
2022/001	01/18/2022	RE 1901293384	002	1267176			I-1944662	8.14	DIVA
2022/001	01/18/2022	RE 1901293384	003	1267176			I-1944662	33.94	DIVA
2022/001	01/18/2022	RE 1901293384	004	1267176			I-1944662	15.49	DIVA
2022/001	01/18/2022	RE 1901293384	005	1267176			I-1944662	26.00	DIVA
2022/001	01/18/2022	RE 1901293384	006	1267176			I-1944662	25.70	DIVA
2022/001	01/18/2022	RE 1901293384	007	1267176			I-1944662	29.36	DIVA
2022/001	01/18/2022	RE 1901293384	008	1267176			I-1944662	35.08	DIVA
2022/001	01/25/2022	RE 1901294835	002	1268354			I-1949900	58.50	DIVA
							Total Transactions:	232.21	
							Ending Balance [Beginning Bal. + Line items]:	232.21	
02-2310-0000626000	-	DUPLICATE & PRINT					Initial Balance:	0.00	BARR
2022/001	01/20/2022	KR 1901293906	002	1268525			INV3027997 (2)	42.82	BARR
							Total Transactions:	42.82	
							Ending Balance [Beginning Bal. + Line items]:	42.82	
02-2310-0000651002	-	FICA-PROG					Initial Balance:	0.00	MANA
2022/001	01/14/2022	ZB 100081926	080				HRPAY000001	918.50	MANA
2022/001	01/28/2022	ZB 100082022	098				HRPAY000001	893.89	MANA
							Total Transactions:	1,812.39	
							Ending Balance [Beginning Bal. + Line items]:	1,812.39	
02-2310-0000652029	-	HOSPITALIZATION					Initial Balance:	0.00	DIVA
2022/001	01/24/2022	KR 1901294330	005	1268640			1/24/22	916.18	DIVA
							Total Transactions:	916.18	

Year/Per	Posting Dt	DT Ref Doc #	It	Check #	Order	Vendor	Transact. Descript.	Amount DR/CR	User
Ending Balance [Beginning Bal. + Line items]: 916.18									
02-2310-0000674039 - SEWER							Initial Balance:	0.00	
2022/001	01/10/2022	KR 1901292519	002	1267955		2027457	CONCORD TWP SEWER 01-01-22-0250050	43,485.00	BARR
Total Transactions: 43,485.00									
Ending Balance [Beginning Bal. + Line items]: 43,485.00									

TOTAL ACCOUNT GROUP: EXPE 65,191.91

TOTAL FUND: 02 65,191.91