

Warden's Report  
September 2023

Warden Laura Williams reported the following:

Monthly Statistics –August 2023:

- Current population: as of 9/12/23:1,217 incarcerated persons (decrease of 34 from last month's meeting)
- Weekender Program:
  - There were 17 Weekender participants in August
  - 15 of the 17 were "first timers"
  - 4 were female
- Total commitments in August: 587 (last month was 570)
- Total discharges in August: 659 (last month was 573)
- Recreation -There were few instances when full recreation was not provided
  - 8/3/23: 2<sup>nd</sup> Shift – Unit 6C for search
  - 8/7/23: 2<sup>nd</sup> Shift – Full facility – inclement weather and power outages

Major Incidences:

There were no major incidents to report in August.

Training Academy and Staffing:

Class 0723-A was sworn in by Honorable Judge Richard Lowe after completing their academy on Friday, September 1<sup>st</sup>. A new class began on August 21<sup>st</sup> with a graduation date of September 29<sup>th</sup>. There are 17 individuals in the class. The next class is scheduled to begin on Monday, September 18<sup>th</sup>. Human Resources is currently recruiting for a class to begin on October 16<sup>th</sup>.

Employee of the Month:

September Employees of the month: Case Manager Sophia Riley; Physician Assistant Kelly Mullan and Captain Kerry Platt. Incentives include parking in the employee of the month designated space, recognition amongst staff and a certificate.

Seeking Additional Employees:

George W. Hill is looking to fill the following full-time positions as soon as possible:

Security Personnel:

- Correctional Officer (\$24/hour) with paid training academy (6 weeks)
- Sergeants (\$23.10/hour)
- Locksmith/Key & Tool Control Coordinator
- Sanitation Crewman

Programs & Support:

- Substance Abuse Counselor
- Wellness Instructor

### Administration:

- Deputy Warden of Security & Training Operations
- Contract Compliance Monitor

### Human Resources:

- Human Resources Manager
- Labor Relations Generalist

### Personnel Presentation:

- Members of the Delaware County Prison Employees Independent Union (DCPEIU) voted on the Interim Agreement on 8/29. The majority ruled in favor of the contract. On September 6<sup>th</sup> County Council voted to support the Interim Agreement
- The Interim Agreement covers a multitude of articles, including a wage increase for correctional officers \$21/hour - \$24/hour
- This wage increase allows the agency to become more competitive with other county correctional agencies in the Commonwealth
- The increase has additionally highlighted a need to address wage compression in the 2023 calendar year. On September 19<sup>th</sup>, a presentation will be made to the Personnel Board to address wage compression retroactively from August 6<sup>th</sup> (consistent with the wage enhancements for Correctional Officers)
- Currently there are 57 budgeted positions that will be requested for wage increases
- Sergeants - \$23.10/hour - \$26.50/hour
- Lieutenants - \$25.00/hour - \$29.25/hour
- Captain
- Majors
- Fire & Safety Manager
- Classification Coordinators
- Senior Records Tech position (Vacant)

### 2024 Budget Proposal Preview:

- The facility has a multitude of Capital Improvement Projects proposed to begin in 2024
- Kitchen Renovation
- Security Systems Project (installation of additional cameras, modification/replacement of locking mechanisms, redesign of control rooms, repair for intercoms, increased duress monitors)
- Dayroom renovations: refinishing showers, refinishing of dayroom floors and cell floors, painting the physical environment of the dayroom and increased lighting
- Roof/HVAC project
- Organizational Impacts and Personnel Change Proposals:
  - ADD Lead Classification Coordinator
  - ADD Captain
  - ADD Director of Training
  - ADD Part Time Training Clerk
  - ADD Maintenance Technician
  - ADD Grant/Prospect Analyst
  - TITLLE CHANGE and RATE CHANGE: Director of IT Systems
  - TITLE CHANGE: MIS Manager – Security Systems Coordinator
  - TITLE CHANGE: Inmate Accounts – Finance Coordinator
- Continuing to evaluate and finalize the 2024 Budget – under review

### Wellpath Updates:

Wellpath is hosting an in-person Job Fair on September 19<sup>th</sup> between 9 AM and 6 PM at the Residence Inn 11 Fellowship Drive, Glen Mills, PA 19342. Wellpath is currently recruiting RNs, LPNs, and Midlevel Providers (NP/PA).

### WellPath Contract Amendment:

The Jail Oversight Board supported a proposal to amend the contract for WellPath to include wage enhancements and the establishment of the Jail Based Restoration of Competency Program. LPN job descriptions were omitted. Warden Williams requested that LPN job classifications would be addressed for competitive wage rates. Motion made by Honorable Judge Pagano to support the wage change, seconded by Mr. Corson. Motion carried unanimously.

### Restoration to Competency Program:

- All job classifications have been filled and training has begun
- Last week Dr. Carin Kottraba was on-site to provide orientation and instruction to the foundation tenets of the program
- RTC employees had participated as well as the foundational mental health services programs was active and engaged
- Warden Williams looks forward to the beginning services in October of 2023

### 2023 Goal Setting:

#### Employment/Staffing:

- Increase retention/decrease attrition
- Reduce vacancy rates
- Development of on-boarding and training for “non-security” roles
- Cross training opportunities with other county jail facilities

#### Facility:

- Development of Training/Firearms Facility

#### Technology:

- Establishment of WiFi infrastructure in facility for enhanced technology and efficiency of process
- Executing contract with GuardianRFID and implementing facility wide use of monitoring technology
- Camera surveillance

#### Budget:

- Increase sustainability by finding alternative funding/revenue sources to support program expansion as well as operational needs

#### Training:

- Enhance the documentation/tracking/control of all completed trainings

## 2023 Goal Progress:

### Employment/Staffing:

- Continue investments in professional development of employees
- ACA, PPCA

### Facility:

- Updated staff dining facilities
- Replacement of Laundry Equipment
- Supported by the JOB and County Council
- Purchase Order was completed
- Anticipated delivery of washers is 7-9 weeks
- Anticipated delivery of dryers is 11-13 weeks

### Training:

- Increase partnerships with other field of corrections leaders
- ACA attended
- Upcoming PCCA and PPWA Conferences in October
- Increase utilization of the APEX Virtual Reality Simulator and embed in annual in-service training
- Sheriff's Department has been engaged

### American Correctional Association:

- The America Correctional Association hosted their conference in Philadelphia from 8/10 to 8/13
- There were increased opportunities for idea sharing with other facilities, leadership sessions, lectures, vendor/resource exhibitions and discussions related to best practices and industry standards
- Health Services Administrator Kristen Grady attended the ACA Conference as well as Director of Internal Affairs, John Nedd, Compliance Administrator Sarah Bowles, Chief Deputy Warden Adam Smith, and Warden Laura Williams

### Fatherhood: Foundation for Delaware County:

- The inaugural class graduated on August 14<sup>th</sup> with 14 students enrolled. There were 8 who had received certificates of completion
- There were 4 students who were released prior to conclusion
- There were 2 students who did not meet the minimum participation requirements for classes

### Partnering: Delaware County Sheriff's Department:

- Members of the Delaware County Sheriff Department met with George W. Hill staff on August 17<sup>th</sup> for collaborative discussions on court movement and transports
- They participated in simulated exercises utilizing the APEX system
- Interdepartmental training will be completed this month

### PPCA: Pennsylvania Prison Chaplains Association:

- Chaplain Cokelia Dunn and Major Richard Leach attended this year's PPCA conference
- Major Richard Leach served as one of the guest speakers
- Topics included: The importance of security support for religious programs to be provided to the incarcerated population. Security threat groups were addressed as well as other threats to correctional facilities.

Medications for Opioid Use Disorder:

There are 119 participants enrolled in Medication Assisted Treatment. In August there were 100 inductions of Buprenorphine: 11 inductions of Sublocade and 8 inductions of Methadone.

Cost Recovery Items –August 2023:

Processing Fee	\$19,866.52	\$161,783.18
Damage to Prison Property	\$365.77	\$4,571.08
Medical Visits	\$595.88	\$5,229.81
Postage	\$0.00	\$1.74
<b>Total Funds Recovered</b>	<b>\$20,828.17</b>	<b>\$171,585.81</b>
Deposited to Inmate Welfare (under \$1.00)	\$4.05	\$34.37
Vending Commissions	\$2,523.65	\$22,429.41
Balance of Inmate Welfare Fund as of 7/31/2023	\$3,787,727.38	

Inmate Welfare Fund Request:

Warden Williams requested to utilize the Inmate Welfare Fund to purchase 2000 mattresses for the incarcerated population with a total cost of \$147,760.00. There was discussion among JOB members. Motion made by Controller Phillips to recommend utilizing the Inmate Welfare Fund to purchase the mattresses, subject to solicitor’s approval. Motion was seconded by Ms. Love and carried unanimously.

Reentry and Programs Administrator Kelly Shaw provided the following updates:

New Visitation Schedule:

The in-person visitation schedule has been increased to include 1-hour visits, as well as morning and afternoon options available for each housing unit, effective Monday, September 11<sup>th</sup>. There are 3 visitors permitted per visit with increased capacity to accommodate 20 visits per time slot. As of Monday, there were 37 in-person visits scheduled.

Education Update:

There were 13 GEDs earned during the month of August, bringing the year-to-date total of 55 GEDS earned. Delaware County Community College Course, Student Success 100 had 20 graduating students. There were 39 incarcerated learners who earned college credits at DCCC. The Inside-Out Prison exchange program began on Tuesday, August 29<sup>th</sup>

Religious Service Updates and Announcements:

There were 38 religious services facilitated with 353 participants in August. There were 19 incarcerated persons who had received a pastoral visit.

Volunteerism:

There were 19 community service provider volunteers who delivered service to the population in August. Major Leach and the Training Academy hosted a Volunteer Training on Saturday, August 26<sup>th</sup>. There were over 20 individuals who attended training. The training class was comprised of professionals in higher education, wellness, mental health, substance use, reentry, faith-based organizations, and family relationships.

#### Substance Use:

The Prison Reentry Program PREP (I and II) had 24 participants, including 50 new enrollments. There were 16 incarcerated persons who had participated in AA classes. There were 7 AA classes conducted during the month of August. There were 74 incarcerated persons released to inpatient treatment facilities.

#### Workforce Development:

There were 30 incarcerated persons who had received Flagger Certification. There were 20 individuals who received a Spartan Chemical Certification. There were 5 incarcerated persons who received a Customer Service Certification. There were 7 individuals complete the First Step Vocational Program.

#### Reentry:

Maternity Care Coalition provided individual support for 4 months in the month of August. Thresholds Organization provided individual soft-skill training sessions to 15 participants.

#### New Reentry Service:

Connected with the Institute for Community Justice (ICJ) to provide post release services. Services include digital literacy, GED support, health care services, workforce imitative network and assurance wireless partnership.