

Warden's Report  
December 2022

Warden Laura Williams reported the following:

Infectious Disease Update:

On November 29, 2022, the CDC revised the previous guidance for congregate settings to include homeless service sites and correctional and detention facilities. Delaware County remains in the “medium” transmission rate. Requirements have been modified. Donning of masks remains optional within the facility. Masks are always available as it is strongly recommended that they are worn by staff and the incarcerated population in Intake, on Intake housing units and in the medical unit.

There were 98 incarcerated persons tested utilizing PCR tests in November with 2 positive infections. Currently there are 0 positive cases among the incarcerated population. There is 1 staff member who confirmed positive, and 1 staff member is pending results. There are no confirmed or suspected cases of Monkeypox within the institution.

Monthly Statistics –November 2022:

- Current population: 1,218 incarcerated persons
- The Weekender Program resumed on October 22<sup>nd</sup>
- Total number of Weekender participants in November was 201
- 32 were “first timers”
- Total commitments in November: 547
- Total discharges in November: 573
- Increased recreation opportunities have continued throughout the facility during the month of November on 1<sup>st</sup> and 2<sup>nd</sup> shift. There were few instances when full recreation was not provided
- First week of November Unit 7A limited to 4 cells at a time then increased to tier recreation after the pod disturbance
- Institutional Recreation suspended on 2<sup>nd</sup> shift due to facility search – full recreation provided during 1<sup>st</sup> shift
- 11/26/22 2<sup>nd</sup> shift – Upper Medical after an incident of recovered contraband
- Major Incidents in November: 1 suspected overdose that required Narcan administration on 11/11/22.
- Maintained the number of Shakedowns/Pat Searches/Cell Searches were increased, as well as pat searches/cell searches and identified serious contraband 14 times in November.

### Training Academy and Staffing:

Class 1022-A graduated on November 18<sup>th</sup>. The class was comprised of 1 Sergeant and 6 Correctional Officers. A special thanks to Honorable Judge Whelan for administering oath to the new staff. Class 1022-B graduated on December 2<sup>nd</sup>. The class was comprised of 2 Sergeants and 7 Correctional Officers. Class 1022-B was the first class to have every member receive an additional accolade. Warden Williams thanked Honorable Judge Klein for administering oath to prison staff. Currently there are 3 classes in training that began in 11/14, 11/28 and 12/12/22. On December 23<sup>rd</sup> there will be another class expected to complete the academy.

### Seeking Additional Employees:

George W. Hill is seeking to fill vacant full-time positions as soon as possible. Correctional Officers are hired with a \$2,000 sign on bonus, HR Manager, Director of Internal Affairs, Sergeants as well. Wellpath has vacant positions including a Mental Health Professional and Registered Nurses. County Council recently approved additional positions to be added to the facility staffing plan. Several departments will be expanded within the institution. The positions are being added to the facility website under the "Careers" section.

### Employee of the Month:

Warden Williams has been accepting nominations for employees of the month and awarding 2 employees with recognition each month. There were 2 employees honored and 1 supervisor honored in December. Incentives include parking in the employee of the month designated space, recognition amongst staff and a certificate. Administrator of Programs and Re-Entry, Kelly Shaw; Correctional Officer Fred Pascale and Records Technician Debbie Dunlap. Sadly, Debbie suddenly passed away on December 8<sup>th</sup>. Debbie was a wife, mother, daughter, caretaker, family member and friend. She will be sorely missed by all.

### Inside Out with PSU Brandywine:

The Inside-Out Exchange Program began in 1997 at Temple University and has expanded across the country. The course Effective Speech (CAS 100A) was taught on-site at George W. Hill by Dr. Angela Putman. The closing ceremony allowed for reflections from Ann Schwartzman (Inside Out local network and support coordinator), JOB Chairman Madden and Marilyn Wells (Chancellor of PSU Brandywine) and Dr. Putman. The closing ceremony allowed for students to provide speeches to discuss harmful impacts of redlining and the importance of maintaining dignity and equity with persons with autism spectrum disorders.

### Delco CPR Partners and Donates:

At the end of 2017, the Delco CPR (Delaware County Coalition for Prison Reform) formed to fight for local prison reform. This is not the first year that Delco CPR has conducted a holiday card drive for the facility. There were 700 cards delivered to the facility last week and another 700 cards will be distributed to the population. All cards should hopefully be mailed out by the end of the week.

Capital Improvements/Project Updates:

During the July JOB meeting Public Works Director Danielle Floyd gave a presentation regarding the Capital Improvement Investments for George W. Hill. Critical projects were estimated at a value of \$30.3M. There are four areas that need to be addressed:

- Domestic Hot Water (kick off meeting was on Monday, December 12<sup>th</sup>)
- Electronic Security and Surveillance (75% of the drawings have been completed and camera demos are occurring)
- Kitchen Renovations (Concept drawings are in process)
- HVAC Replacement/Roof Replacement (RFP needed)

Cost Recovery Items:

		YTD
Processing Fee	\$21,731.76	\$189,114.94
Damage to Prison Property	\$502.13	\$5,064.43
Medical Visits	\$537.29	\$3,677.53
Postage	\$0.00	\$266.50
Deposit to Inmate Welfare	\$2.46	\$31.46
Total Funds Recovered	\$22,771.18	\$198,123.40

Warden Williams provided an overall review of the accomplishments made in 2022 at George W. Hill:

- Healthcare Services transitioned to Wellpath leadership on March 5, 2022
- Aramark Commissary and Dietary Services transitioned at the end of March/beginning of April
- On April 6, 2022 at 12:01 am, George W. Hill transitioned from a private management firm to full county operations and management
- Leading up to the transition the facility had to prepare and required the support and partnership of many county departments:
  - County Controller's
  - County Human Resources
  - County Information Technology/Systems
  - County Public Works
  - Courts
  - Office of the District Attorney
  - Office of the Public Defender
  - Human Services
  - Pretrial/Probation

### Employees/Staffing:

- Onboarded eligible staff that has previously works in the facility
- Recruitment of external staff
- Continued recruitment efforts to fill vacancies
- Offered retention bonuses, sign-on bonuses, and referral bonuses
- Transitioned to utilization of DocuSign for increase with efficiencies and onboarding
- Evaluated positions within departments and proposed additional positions for the 2023 year
- Secured contract for uniforms to include duty belts
- Developed staff website for inline uniform ordering
- Celebrated Correctional Employee Week
- Promoted internal candidates for leadership roles

### Training and Development:

- Department heads and leadership completed National Institute of Corrections Training
- Inmate Suicide Prevention, Introduction to Leadership Competencies, the Role of Correctional Leader/Manager, A Survival Strategy for Turbulent Times, Motivational Interviewing
- Expanded the Training Department
- Major of Training (recently certified through PA DOC for Train the Trainer)
- 2 full time instructors
- Supervisor Development Program
- Increased qualified personnel for firearms certification
- Partnered with Mirmont Treatment Center (Mainline Health) for H.E.R.O. (Helping Emergency Responders Overcome)
- Cadet Academy
- Increased basic training from 4 weeks to 6 weeks
- Formal graduations and administration of oath
- Development of a Cadet Handbook
- Development of a Cadet Progress Report Card
- APEX Virtual Reality Simulator
- National Incident Management System and Incident Command training with Security department leaders

### Budget/Payroll:

- Converted the payroll system for utilization of UKG/Kronos
- Negotiated purchase of assets from previous provider for transitional needs
- Developed and submitted the 2023 budget

### Facility:

- Completed facility asset inventory
- Updated facility tool room
- Updated Intake supply room
- Updated and reorganized the storeroom
- Completed two successful Title 37 Audit/Inspections
- Full policy reviews have been completed
- Met certification and inspections of the Fire System
- Completed 31 fire drills and 7 suicide drills
- Implemented a sanitation program with unit expectations and incentives

### Technology:

- Expanded 1:1 tablets for the entire population
- Expanded functions on the tablets; law library services, educational programs, texting/email for incarcerated persons
- Converted to the electronic mail system
- Plans to expand video visitation to housing units systematically during end of the year
- Redesign of the GWH website for ease and to provide increased information
- Maximizing the utilization of the Offender Management System to include case management notes and increased discharge planning

### Population:

- Increased out of cell time and recreation for the entire population
- Implemented suicide prevention blankets
- Expanded commissary menus
- Implemented the "iCare" packages for family ordering
- Expanded incarcerated person job availability
- Resumed monthly Block Rep Meetings

### Expanded Workforce Development:

- Flagger Force resumed and continued
- Spartan Chemical Company certification for skills/trades
- Sex Offender treatment programs began with introduction of Mental Health Coordinator
- Resumed in-person religious services
- Resumed barbering/salon services for the population
- Secured federal funding with Delaware County Workforce Development to implement training and employment services with Education Data System, Inc. (EDSI)
- Partnered with community-based organizations (Child and Family Focus, Inc.) for program development with the juvenile population

### Education:

- Added a full-time instructor for education services
- Continued to provide GED testing services
- Partnered with Delaware County Elections and League of Women Voters to assist with voting registration and voting
- Partnered with Penn State Brandywine for the 1<sup>st</sup> Inside-Out Program

### 2023 Goal Setting:

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

### Facility:

- Kitchen renovations
- Replace the Roof/HVAC system
- Enhanced lighting
- Updated staff dining
- Replace laundry equipment
- Development of Training/Firearms

### Technology:

- Full implementation of PowerDMS
- Establishment of Wi-Fi infrastructure in the facility for enhance technology and efficiency of process
- Executing a contract with Guardian RFID and implementing facility side use of monitoring technology
- Convert the grievance proves on tablets for functionality
- Body scanner
- Camera surveillance

### Population:

- Increase incarcerated personal payroll rates
- Increase program availability and access to recreation equipment during out of cell time

### **Budget:**

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

### **Programs/Services:**

- Increase services for youthful offenders
- Enhance services for medications with opioid use disorders and other substance use/abuse disorders
- Increase psychoeducation to include parenting, relationships, job readiness, life skills (i.e. banking, interviewing)
- Increase partnerships with local universities
- Increase community engagement and stakeholders for ease of re-entry and re-integration

### **Training:**

- Increase partnerships with other field of corrections leaders
- Increase utilization of APEX Virtual Reality Simulator and embed in annual in-service training
- Enhance the documentation/tracking/control of all completed trainings
- Increase certifications throughout a multitude of job classifications

Reentry and Programs Administrator Kelly Shaw provided the following updates:

#### Education Programs:

The GED Program continues to achieve. There were 6 GEDs earned in the month of November. Academic instructors have supported incarcerated persons with earning 45 GEDs for the year.

#### Flagger Training:

There were 21 incarcerated persons who earned a Flagger Training certificate. The Flagger certificate is accepted by PennDOT and enhances the application process for a public roadway position in Pennsylvania.

#### Thresholds:

Volunteer organization Thresholds concluded service for the year, with 5 completions. Thresholds will continue service in 2023.

#### Religious Services:

In November there were 93 individuals who volunteered for Religious Services. To expand religious and spiritual service availability volunteers were welcomed back to the facility on Sunday, December 11<sup>th</sup>.

#### Treatment Programs:

There were 137 participants in PREP I and there were 21 participants in PREP II. There were 54 new enrollments in November.

Behavioral Health Update:

There were 95 referrals to inpatient treatment in November.

On December 2<sup>nd</sup> there were 9 participants who had completed the first cohort of the First Step Program. First Step Program is funded through the Pathway Home Grant. The vocational program is designed to provide workforce development services pre and post release. Cohort 1 services were extended through the end of the year to provide additional support for participants. The participants were provided the opportunity to connect with Neighbor2Neighbor. The Neighbor2Neighbor charity organization runs a holiday toy drive. With the assistance of Public Defender Gabriel Maggio, participants families were added to Santa's gift list. The next cohort of the First Step Program will begin in the new year.

The Goldring Reentry Initiative Program referred to as GRI, officially kicked off on Friday, December 2<sup>nd</sup>. The program is court stipulated and currently there are 3 incarcerated persons receiving reentry services on a weekly basis. University of Pennsylvania Master of Social Work interns continue with sessions 3 months post release.

On Thursday, December 1<sup>st</sup> the juvenile unit was introduced to meditation. The weekly meditation session's goal is to heightened self-awareness and improved impulse control. Stacey Mendal has volunteered to work with the juvenile population. Ms. Mendal is a certified Trauma-Competent Professional and Certified Professional Mindfulness Teacher. The sessions are motivated to expand.