

Susquehanna County Prison Board  
 Agenda  
 December 7, 2021

Sheriff Benedict called the meeting to order at \_\_\_\_\_ am in Courtroom 2.

Pledge of Allegiance.

Members present: Sheriff Benedict, Commissioners Arnold, Hall and Herschel, President Judge Legg, and District Attorney O'Malley.

1. Motion by \_\_\_\_\_ to approve the minutes of the November 2, 2021 Susquehanna County Prison Board meeting.  
 Second by \_\_\_\_\_

Prison Census:

<u>November 2021 Prison Census</u>			
Prisoners	Male	Female	Total
Total Population	62	10	72
Regular Inmates	60 (2 state)	10 (0 State)	70 (2 state)
Average Daily Population	56	11	67
Work Release Inmates	2	0	2
County Work Program	6 3 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	6
Boarded In	1 (0 Wyoming, 0 Wayne, 1 Lack.)	0 (0 Wyoming 0 Lackawanna)	1
Boarded Out	0 (0 Wayne)	0	0
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	1	1
302/304/5b Transfer (not part of count)	1 (1 402 Norristown)	0	1
State SIP Program (not part of count)	0	0	0
Pending Extradition	0	0	0
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	27	6	33
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

2. Motion by \_\_\_\_\_ to approve the Warden’s November 2021 report on the Jail Census and Personnel Report.  
Second by \_\_\_\_\_
  
3. Motion by \_\_\_\_\_ to ratify and accept the resignation of Jonathan Zielewicz from the position of full-time Corrections Officer, effective November 12, 2021, per Warden Jeffrey Hindman.  
Second by \_\_\_\_\_
  
4. Motion by \_\_\_\_\_ to ratify and approve the transfer of Edward Thomas from the position of part-time Corrections Officer to the open, full-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective November 16, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit Contract and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by \_\_\_\_\_
  
5. Motion by \_\_\_\_\_ to ratify and approve the hiring of Jordan Holtzman, Great Bend, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective November 23, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by \_\_\_\_\_
  
6. Motion by \_\_\_\_\_ to ratify and approve the hiring of Melissa McCloskey, New Milford, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective November 23, 2021, with a six-month probationary period and benefits according to the Jail Bargaining Unit and the County Policy Manual, per the recommendation of Warden Jeffrey Hindman.  
Second by \_\_\_\_\_

Boarding-in/income/fines/ Domestic for the month of November 2021 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 1650.00
Wayne County	\$ 0.00
Room/Board fees	\$ 440.00
Fines and Court fees	\$ 1050.00

Domestic Relations

\$ 200.00

Public Comment:

7. Motion by \_\_\_\_\_ to close the Prison Board Meeting.  
Second by \_\_\_\_\_

Sheriff Benedict declared the meeting adjourned at \_\_\_\_\_ am.