

Susquehanna County Prison Board
 Agenda
 January 4, 2022

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 appoint _____ as Chairman.
 Second by _____

2. Motion by _____ to appoint _____ as Vice Chairman.
 Second by _____

3. Motion by _____ to approve the minutes of the December 7, 2021 Susquehanna County Prison Board meeting.
 Second by _____

Prison Census:

<u>December 2021 Prison Census</u>			
Prisoners	Male	Female	Total
Total Population	58	9	67
Regular Inmates	55 (3 State)	9 (0 State)	67 (3 state)
Average Daily Population	59	12	71
Work Release Inmates	2	0	2
County Work Program	5 2 Recycle Center 3 trustee kitchen/laundry	0 0 trustee kitchen/laundry	5
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	28	5	33
Sergeants	5	0	5
Cooks	2	0	2
Interns	0	0	0

4. Motion by _____ to approve the Warden’s December 2021 report on the Jail Census and Personnel Report.
Second by _____

5. Motion by _____ to approve the Susquehanna County Correctional Facility Inmate Handbook as presented to the Board, per the recommendation of Warden Jeffrey Hindman.
Second by _____

6. Motion by _____ to ratify and approve the hiring of Casmer Bielby, Susquehanna, to the open, part-time, union-eligible position of Corrections Officer, \$16.35 per hour, effective December 6, 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 _____

7. Motion by _____ to ratify and approve the transfer of Casmer Bielby from the position of part-time Corrections Officer to the open, union-eligible position of full-time Corrections Officer, \$16.35 per hour, effective December 30, 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 _____

8. Motion by _____ to ratify and approve the termination of Jordan Holtzman from the position of part-time Corrections Officer, effective December 13, 2021, per Warden Jeffrey Hindman.
Second by _____

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

Wyoming County	\$ 0.00
Lackawanna County	\$ 1705.00

Wayne County	\$ 0.00
Room/Board fees	\$ 480.00
Fines and Court fees	\$ 1310.00
Domestic Relations	\$ 250.00

Public Comment:

9. Motion by _____ to close the Prison Board Meeting.
Second by _____

Sheriff Benedict declared the meeting adjourned at _____ am.