

**Susquehanna County Prison Board
Agenda
January 7, 2025**

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

Pledge of Allegiance.

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

1. Motion by _____ to approve the minutes of the December 3, 2024, Susquehanna County Prison Board Meeting.
Second by _____

Prison Census:

December 2024 Prison Census			
Prisoners	Male	Female	Total
Total Population	49	15	64
Regular Inmates	49 <small>(0 pending Transfer to State)</small>	15	64 <small>(0 pending)</small>
Average Daily Population	31	10	41
Average Length of Stay	19	19	19
Recidivism Rate			
Work Release Inmates	2	0	2
County Work Program	5 <small>2 Recycle Center 2 Trustee Kitchen 1 Laundry</small>	0	5
Boarded In	0 <small>(0 Wayne)</small>	3 <small>(4 Wyoming)</small>	3
Boarded Out	3 <small>(1 Wyoming 2 Wayne)</small>	0	3
Weekend Inmate(s)	0	0	0
Norristown Eval (not part of count)	0	0	0
302/304/5b Transfer (not part of count)	1 <small>(1 304 Norristown)</small>	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	21	3	24
Sergeants	4	0	4
Cooks	1	1	2
Interns	0	0	0

2. Motion by _____ to approve the Warden’s December 2024 report on the Jail Census and Personnel Report.

Second by _____

3. Motion by _____ to approve the candidates below for hire with a six-month probationary period and benefits according to the Jail Bargaining Agreement and the County Policy Manual, per the recommendation of Warden Gordon Traveny:

Second by _____

NAME	ADDRESS	POSITION	GRADE	RATE	EFFECTIVE DATE
Devin Crandall	Kirkwood, NY	P/T Corrections Officer	4	\$16.47	12/16/2024

4. Motion by _____ to approve the candidates below for transfer with a six-month probationary period and benefits according to the Jail Bargaining Agreement and the County Policy Manual, per the recommendation of Warden Gordon Traveny:

Second by _____

NAME	TRANSFER	GRADE	RATE	EFFECTIVE DATE
Christopher St. Clair	Sergeant	6	\$19.38	12/12/2024

5. Motion by _____ to accept, with regret, the resignation of Jason Smith from the position of Sergeant/Shift Commander, effective December 26, per Warden Gordon Traveny.

Second by _____

6. Motion by _____ to accept, with regret, the resignation of Mackenzie Bennett from the position of full-time Corrections Officer, effective January 12, 2025, per Warden Gordon Traveny.

Second by _____

7. Boarding-in/income/fines/ Domestic for the month of December, 2024 was approximately:

Wyoming County	\$ 4,970.00
Lackawanna County	\$ 0.00
Wayne County	\$ 0.00
Room/Board fees	\$ 460.00
Fines and Court fees	\$ 900.00
Domestic Relations	\$ 180.00

**Boarding – Out: Calculated in with the income from Wyoming County
on a 1 for 1 ratio**

Public Comment:

**8. Motion by _____ to close the Prison Board Meeting.
Second by _____**

Sheriff Benedict declared the meeting adjourned at _____ am.