

**Susquehanna County Prison Board
Agenda
September 3, 2024**

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

Pledge of Allegiance.

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

1. Motion by _____ to approve the minutes of the August 6, 2024, Susquehanna County Prison Board Meeting.
Second by _____

Prison Census:

<u>August 2024 Prison Census</u>			
Prisoners	Male	Female	Total
Total Population	43	9	52
Regular Inmates	43 <small>(0 pending Transfer to State)</small>	9	52 <small>(0 pending)</small>
Average Daily Population	43	8	51
Average Length of Stay	18	14	16
Recidivism Rate			
Work Release Inmates	2	0	2
County Work Program	5 <small>2 Recycle Center 1 Trustee Kitchen 1 Laundry</small>	1 <small>1 Trustee Kitchen</small>	6
Boarded In	1 <small>(1 Wyoming)</small>	0	1
Boarded Out	2 <small>(2 Wyoming)</small>	0	2
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	2	0	2
Others: Not part of count	0	0	0

Personnel	Full-Time	Part-Time	Total
Corrections Officers	19	4	23
Sergeants	5	0	5
Cooks	1	0	1
Interns	0	0	0

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

3. Motion by _____ to approve the candidates below for hiring or 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	ADDRESS	POSITION	GRADE	RATE	EFFECTIVE DATE	TYPE
Hailee Lothamer	Endicott, NY	P/T Corrections Officer	4	\$16.47	8/15/2024	Hire
Christopher St. Clair	Montrose, PA	P/T Corrections Officer	4	\$16.47	8/28/2024	Hire

4. Motion by _____ to ratify and approve the termination of Kristi Tedesco from the position of Full-Time Corrections Officer, effective August 5, 2024 per Warden Gordon Traveny.
Second by _____

5. Motion by _____ to ratify and approve the termination of Matthew Benjamin from the position of Part-Time Corrections Officer, effective August 8, 2024, per Warden Gordon Traveny.
Second by _____

6. Motion by _____ to accept, with regret, the resignation/retirement of Mandy Houghton from the position of Full-Time Corrections Officer/Cook, effective October 15, 2024, per Warden Gordon Traveny.
Second by _____

Boarding-in/income/fines/ Domestic for the month of August 2024 was approximately:

Wyoming County	\$ 0.00
Lackawanna County	\$ 0.00
Wayne County	\$ 1750.00
Room/Board fees	\$ 420.00
Fines and Court fees	\$ 880.00
Domestic Relations	\$ 120.00

Boarding – Out: \$770.00 - Calculated in with the income from Wyoming County on a 1 for 1 ratio

Public Comment:

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

Sheriff Benedict declared the meeting adjourned at _____ am.