

**BUTLER COUNTY PRISON BOARD**  
**Tuesday, September 20, 2022**  
**8:52 a.m.**

**MINUTES**

**PRESENT:**

Mike Slupe, Chairman  
Rich Goldinger, Vice Chair  
Leslie Osche, Commissioner  
Kim Geyer, Commissioner  
Ben Holland, Controller's Office  
Joe DeMore, Warden  
Wil White, Solicitor

Jennifer Passarelli, Prison  
Justin Baptiste, Prison  
Maria Malloy, Commissioner's Office  
Renee Manna, Commissioner's Office  
Mary Lou Cypher, Controller's Office  
Missy Stotler, Controller's Office

**CALL MEETING TO ORDER**

Chairman Slupe called the meeting to order at 8:52 a.m. at the Butler County Prison, and a quorum was established.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

Mr. Slupe requested approval of minutes from the August 16, 2022 meeting.  
Mr. Goldinger motioned; seconded by Ms. Geyer.  
The motion carried unanimously.

**OPERATING REVENUES/EXPENDITURES REPORT**

Mr. Holland gave the operating revenue and expenditures report for the period ending August 31, 2022. Revenues were reported at \$4,938,864 that represents 78% percent of the operating budget. The current expenditures total \$9,261,333, which represents 63% of the operating budget.

Mr. Slupe requested approval of the financial report.  
Ms. Osche motioned; seconded by Mr. Goldinger.  
The motion carried unanimously.

Mr. Slupe requested approval of the monthly check register.  
Ms. Geyer motioned; seconded by Mr. Goldinger.  
The motion carried unanimously.

Mr. Holland recommended the County consider conservatively investing a portion of Inmate Welfare Fund assets, as a result of the fund balance increasing and interest rates rising. Mr. Slupe suggested that the Commissary Committee review this matter and present it's finding to the Board at a future meeting.

## **WARDEN'S REPORT**

Warden DeMore reported the following numbers, as indicated on the meeting's agenda, which reflect the current prison population:

Total: 432 inmates as of September 14, 2022  
House Arrest/Electronic Monitoring: 101  
Pre-Trial Supervision: 238  
Drug Treatment Court: 12  
Day Reporting Center: 12  
Veteran's Court: 7  
Behavioral Health Court: 10

Per Diem Inmates:  
State: 1  
Federal: 237  
Other County: 2

Mr. DeMore reported on the Bureau of Prisons (BOP) payment delinquency, since the County has not received payment since November 2021. He is expecting an email from the BOP regarding the status of payment. He reported the delay is allegedly the result of a new payment system implemented by the vendor.

Mr. DeMore informed the Board that the kitchen equipment ordered several months ago has been delivered, and is scheduled to be installed the first week of October. The Prison will be ordering pizza for dinner and bagged lunches for the inmates for approximately three to five days. He noted that the Prison is evaluating other capital repairs and maintenance projects that will be anticipated in the next five years.

Mr. DeMore reported that the Prison submitted DOC re-certification for their in-house training academy; and it occurs every three years. The academy started its training this week, and it included seven corrections officers. Another seven officers will be commence training in three weeks. Additionally, on September 28<sup>th</sup>, the Prison will host several other counties to perform hostage negotiation training.

Mr. DeMore updated the Board on employee overtime, noting that it's higher than usual. He stated that was as result of two corrections officers contracting the Covid virus and also due to prisoner transports. There are also eight employees on military leave. Upon their return, the Prison is expected to be fully staffed. The Prison has since hired two additional irregular corrections officers.

Mr. DeMore apprised the Board of various Inmate Welfare Fund purchases.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Mr. DeMore presented the Prime Care contract, which includes a CPI increase. Mr. White negotiated a 4.8% CPI increase. Mr. Goldinger motioned to approve and seconded by Ms. Geyer. The motion carried unanimously.

Mr. DeMore presented d the PREA inspection contract for the fourth cycle. The costs is \$3,750. The inspection will occur during the dates of November 15<sup>th</sup> - 17<sup>th</sup>. Ms. Osche motioned to approve and seconded by Mr. Goldinger. The motion carried unanimously.

Mr. DeMore presented the Trinity food contract. The five-year contract calls for no increase in cost for the first year. For years two through five there will be a price increase per meal. There are two, two-year renewals in the contract. Ms. Geyer motioned to approve and seconded by Mr. Goldinger. The motion carried unanimously.

**APPROVAL OF NEW HIRES**

Mr. Slupe requested approval of new hires.  
Mr. Goldinger motioned; seconded by Ms. Osche.  
The motion carried unanimously

**CONFERENCE TIME WITH MEDIA**

None.

**PUBLIC COMMENT FOR GENERAL ITEMS**

None.

**ADJOURNMENT**

Mr. Slupe asked the Board to enter into executive session at 9:21 a.m., with no action to be taken.

Ms. Geyer made the motion; seconded by Mr. Goldinger.  
The motion carried unanimously.

There being no further business, Mr. Slupe asked for a motion to adjourn.

Ms. Geyer made the motion; seconded by Mr. Goldinger

The meeting adjourned at 9:49 a.m.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Benjamin Holland". The signature is written in a cursive style with a large initial 'B'.

Benjamin Holland, Secretary  
Butler County Prison Board

**Approved:** October 18, 2022