

# THE COURTS

## Title 255—LOCAL COURT RULES

### BUTLER COUNTY

#### **Implementation of Butler County Credit for Prison Work Programs; CP-10-AD-2-2018**

[48 Pa.B. 3947]  
[Saturday, July 7, 2018]

#### **Administrative Order of Court**

*And Now*, this 12th day of June, 2018, the Court orders and directs that the Administrative Order of Court dated May 31, 2018 related to the Implementation of Credit for Butler County Prison Work Programs be published forthwith in the *Pennsylvania Bulletin*.

It is further ordered that this Administrative Order shall be effective upon publication in the *Pennsylvania Bulletin*.

It is finally ordered that the District Court Administrator shall:

- (a) Deliver one copy to the Administrative Office of Pennsylvania Courts via email to [adminrules@pacourts.us](mailto:adminrules@pacourts.us).
- (b) Distribute two paper copies and one electronic copy hereof to the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*,
- (c) Deliver a copy of the Administrative Order related to the implementation of credit for Butler County Prison Work Programs to the *Butler County Legal Journal* for publication as that organization deems appropriate.
- (d) Distribute a copy of the Administrative Order to the Judges of the Court of Common Pleas in Butler County.
- (e) Publish this Administrative Order on the Butler County Court website.
- (f) File a copy of the Administrative Order in the Butler County office of the Clerk of Courts for inspection and copying.

*By the Court*

MARILYN J. HORAN,  
Administrative Judge

**Implementation of Credit for Butler County Prison Work Programs; CP-10-AD-2-2018**

**Administrative Order of Court**

*And Now*, this 31st day of May, 2018, the Court adopts the Butler County Prison Work Program and authorizes the Clerk of Courts to honor and apply credit earned through said program, as verified by Butler County Prison staff, towards reducing County fees, fines and costs from participating inmates' respective criminal case balances. This Order of Court is effective upon publication in the *Pennsylvania Bulletin*.

*By the Court*

MARILYN J. HORAN,  
Administrative Judge

*Section:* Work Programs

*Effective Date:* 7-1-2009

*Title:* Work Programs—Inmate

*Chapter:* 12

*Document #* 12.1

**I. Purpose:**

The Butler County Prison shall identify any authorized inmate work programs along with compensation for work performed by the inmates.

**II. Policy:**

It is the policy of the Butler County Prison to provide inmate work programs to include work assignment programs, industries programs, public works/community service programs or work release programs.

**III. Distribution:**

These policies and procedures will apply to all Prison employees, administrative staff and all entities that use inmate community service/work release inmates.

*IV. Reference:*

37 Pa. Code § 95.235

*V. General Information:*

1) The following work programs will be offered to the inmate population:

- 1) Inmate Laundry
- 2) Kitchen detail
- 3) Housing Pod cleaner
- 4) Night cleaner
- 5) Barber
- 6) Specialized Cleaning Projects
- 7) Work Release
- 8) Community Service

A) YWCA

B) Grapevine

C) Food cupboard

D) Butler County Community Service Program

E) Butler Township

F) Or other Community Service projects assigned by the Warden.

2) Butler County Prison staff is strictly prohibited from using their official position or capacity to secure privileges for themselves or others in association with an inmate program.

3) Inmate laundry and the night cleaners will receive a \$1.50; Kitchen workers will receive \$3.00 a day credited towards their fines, costs, and restitution. Inmate laundry and night cleaners without fines, costs and restitution will receive compensation in the form of commissary items to total no less \$7.50 per week. Kitchen inmate workers without fines, costs and restitution will receive compensation in the form of commissary items to total no less than \$15.00 per week.

- 4) Work programs will be offered to the inmate population regardless of inmate's race, religion, national origin, gender or disability.

*VI. Procedures:*

- 1) Inmates selected for work programs inside the institution will receive direction on the proper use of any equipment or tools to be used by the inmate during any work assignment program or industries program. Each inmate will receive the appropriate clothing, supplies and tools for the work assignment. Industries public works, or community service assignments.
- 2) Inmates who participate in work release/community service programs must be court ordered to do so. These inmates will adhere to the program guidelines.
- 3) Sentenced inmates will be required to participate in a work program based upon the availability of work. Unsentenced inmates are not required to participate in work programs; however may request to participate in a work program. Depending on charges and bonds, unsentenced inmates may be considered for these programs.

Joe DeMore, Warden

**[Pa.B. Doc. No. 18-1030. Filed for public inspection July 6, 2018, 9:00 a.m.]**