



CRAWFORD COUNTY CORRECTIONAL FACILITY

WARDEN'S MONTHLY REPORT

March 2021/April 2021

Covered Time Period: March 26, 2021 – April 15, 2021

Meeting Date: April 22, 2021

Prepared by:

Warden Jack A. Greenfield

Prison Board Members

Chairman

DISTRICT ATTORNEY

Francis J. Schultz

COMMISSIONERS

Francis Weiderspahn

Eric Henry

John Christopher Soff

Vice-Chairman

TREASURER

Chris Krzysiak

PRESIDENT JUDGE

John Spataro

Secretary

SHERIFF

Dave Powers

REPORT SUMMARY

Covered Time Period: March 26, 2021 – April 15, 2021

- Current ADP is 160. That is an increase of 3 since last month. CCCF is averaging three (3) releases and three (3) new commits daily.
- Global Corrections has completed the security up-grades. CCCF staff have embraced the new system and are very happy with it. Global Corrections did a great job in meeting all CCCF's needs.
- COVID-19 Vaccines for the inmates began 4/6/2021. We have a total of 45 inmates that have received their first shot. About 1 /3 of the population. Inmates receiving the vaccinations will be given a \$5.00 for each vaccine. If released the inmates may get their second vaccine from MMC.
- Section 5 is now the Mental Health section. In the 2020 CCCF experienced more 304 commitments and 402s than the 4 years prior, combined. 2021 seems to be following the same trend as 2020

SECTION: 1

Covered Time Period: March 26, 2021 – April 15, 2021

POPULATION CENSUS REPORT	
AVERAGE DAILY POP (ADP)	160
Current in-house Population	161
HIGH Including "Checked Out"	166
LOW Including "Checked Out"	154
TOTAL COMMITS	90
TOTAL RELEASES	83
AVERAGE COMMITS	3
AVERAGE RELEASES	3

Average Total Male Population	163
Average Total Female Population	28
Non-specified	0
CENSUS AVERAGE	
TOTALS ARE BASED ON HOUSING BETWEEN Covered Time Period: March 26, 2021 – April 15, 2021	
RACE	
African American	23
American Indian	0
Asian	0
Hispanic	4
Unknown	1
White	166
MARITAL STATUS	
Divorced	16
Married	21
Separated	7
Single	143
Widowed	2
AGE TOTALS	
Under 18	0
18-25	42
26-39	97
40 and Over	52
Average Age	33
SENTENCING STATUS	
Sentenced at Booking	77
Not Sentenced at Booking	114

SECTION: 2

INMATE PROGRAMMING REPORT

Covered Time Period: March 26, 2021 – April 15, 2021

AGENCY	PROGRAM	FACILITATOR/VOLUNTEER	HOURS
Center for Family Services	Parent Support Group	Robin See Marie Loose	
Center for Family Services	Court ordered	Latasha Manning	
CareerLink	Employment Assistance	Jay Abbott Dennis McCune	
Crawford County	Domestic Relations	Heather Frantz Felicia Pickens	
Crawford County Drug & Alcohol	Individual & Group Counseling	Deirdre Foll	57
Alcoholics Anonymous	A.A. Meetings	Volunteers	
Narcotics Anonymous	N.A. Meetings	Volunteers	
Women Services	Domestic Violence Awareness Group	Patti Prince	
Family Services	Therapist	Joseph Miller	
CHAPS	MHA Program	Agency Staff	
High School Teacher	PennCrest School District	Katie Sisco	84
High School Counselor	PennCrest School District	Nicole Fies	
Child to Family Connection	Parent Support-Court ordered		
Community Alternatives	Anger Management	Kayyuami Williamson	
A Place for Hope	Therapy	Cheryl Forero	
CCCF	Case Managers	Jill Tucker Cyndi Peck	140 140

MINISTRY / RELIGIOUS PROGRAMS		
ORGANIZATION	FACILITATORS	HOURS
House of Prayer	Volunteers	
Jehovah Witness	Volunteers	
St. Anthony	Volunteers	
Christian Gospel League	Volunteers	
Veteran's Service	Volunteers	
Blooming Valley	Volunteers	
Cross Road Church	Volunteers	
Bethel Life	Volunteers	
United Faith Fellowship	Volunteers	
Cornerstone Baptist	Volunteers	
Hope Aglow Ministry	Volunteers	
Church of Jesus Christ	Volunteers	
Watson Run Church	Volunteers	
Beacon Liberty Church	Volunteers	
Victory Worship	Volunteers	
Boynton St. Church	Volunteers	
St. Bernadette	Volunteers	
Shalom Men church	Volunteers	
Titusville Baptist	Volunteers	
St. Peter	Volunteers	
Bible Study	Clergy Volunteers	
Programming / Religious Programs COVID-19 Protocol	TOTAL HOURS Covered Time Period: March 26, 2021 – April 15, 2021	421

SECTION: 3

MAINTENANCE DEPARTMENT REPORT

Report Summary

Covered Time Period: March 26, 2021 – April 15, 2021

Total Maintenance Request Forms submitted and completed totaled 80 for the month 69 of which were Maintenance Staff discoveries. Preventative maintenance or overhauling of equipment is not included in these totals.

Inmate Training completed for the period totaled 4 Inmates trained by Maintenance Staff for a total of 9 Inmate Training hours. There was 0 Inmates trained on the Composter operation and 02 on Tractor operations and 1 was trained in floor care operation. 1 inmate was trained in the Laundry operation.

REPAIRS SUMMARY

PLUMBING REPAIRS - 19	OUTDOOR EQUIP - 4
LIGHTING REPAIRS - 6	VEHICLES - 3
BUILDING REPAIRS - 13	FURNITURE/FIXTURES - 0
SECURITY EQUIP - 9	MISCELLANEOUS - 3
APPLIANCE REPAIR - 10	KITCHEN EQUIP - 6
COMPOSTER EQUIP - 0	INMATE PHONES - 0
ELECTRICAL-HEATING/COOLING EQUIP - 4	MATTRESS' REPLACED - 0
TEMPERATURE COMPLAINTS -3	STAFF PHONE - 0
VERBAL 06	

SECTION: 4

INMATE MORALE AND DISCIPLINE REPORT

Covered Time Period: March 26, 2021 – April 15, 2021

INMATE MISCONDUCT REPORTS

Total Misconducts	Misconduct Class	Type of Misconduct
17	Class 1	1- Refuse to Obey a Direct Order 2- Fighting 1- Use of an Object as a Weapon or Tool 2 Possession/Manufacturing of an Unauthorized Beverage 1- Assaulting an Employee, Visitor, Inmate 1- Inciting a Riot by Words or Actions
	Class 2	1- No Obscene, Gestures, or Yells 1- Nothing Affixed to Walls, Bed etc. 2- Being in an Unauthorized Area 3- Disorderly Conduct 1- Possession of Contraband 1- Restitution to be Determined by the Hearing Board
SANCTIONS		
CELL RESTRICTION		6
DISMISSED		3
REDUCED		3
RESTRICTED HOUSING STATUS		5

RESTRICTED HOUSING STATUS INMATES:

Evaluated weekly

The restricted housing unit (RHU) is currently being utilized as a COVID quarantine unit for new commits.

COVID-19 Protocol/ Law Library only tablets available

GENERAL POPULATION INMATES:

- **Video Visitation is being facilitated.**
 - **CCCF is open to outside agencies following COVID-19 Protocol.**
 - **N95 Mask sanitation procedures in place.**
- Germicidal UV lights available.**

SECTION: 5

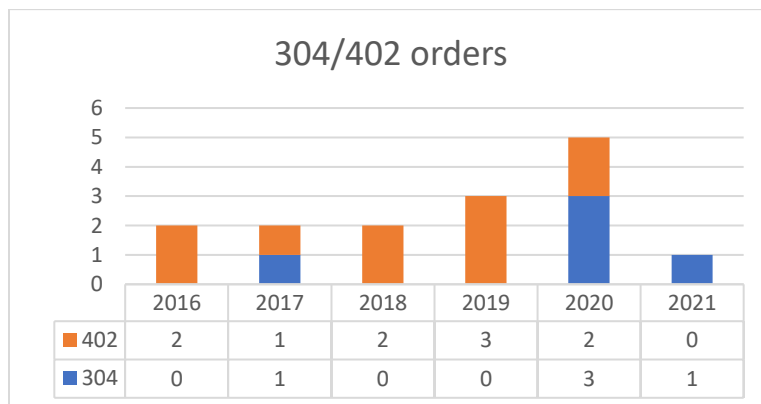
INMATE MENTAL HEALTH

Covered Time Period: March 26, 2021 – April 15, 2021

MENTAL HEALTH ISSUES	
Suicide Watch:	
A Psychiatrist through Prime Care video conferencing assesses inmates twice a week and completes medication checks on all of the inmates requiring mental health medications.	Throughout the Month 0 - Level 1 5 - Level 2 12 - Level 3 Currently 0 - Level 1 2 - Level 2 7 - Level 3

304-Pennsylvania Mental Health Procedures Act of 1976. What if the patient continues to need involuntary care? Section **304(b)** provides for extended treatment of individuals subject to a prior Section 303 ruling. Involuntary treatment (inpatient or outpatient) may be extended for up to 90 days.

Section **402**. Incompetence to Proceed on Criminal Charges and Lack of Criminal Responsibility as Defense. Section 403. Hearing and Determination of Incompetency to Proceed; Stay of Proceedings; Dismissal of Charges.



In the 2020 CCCF experienced more 304 commitments and 402s than the 4 years prior, combined. 2021 seems to be following the same trend as 2020.

SECTION: 6

STAFF TURNOVER RATE REPORT

Covered Time Period: March 26, 2021 – April 15, 2021

NUMBER OF FULL TIME CORRECTIONAL OFFICERS APPROVED	49
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	# APPROVED	# FILLED	# NEEDING FILLED
1 st SHIFT CORRECTIONAL STAFF	17	16	00
1 ST TRANSPORT OFFICERS	02	02	00
2 ND SHIFT CORRECTIONAL STAFF	16	15	01
3 RD SHIFT CORRECTIONAL STAFF	14	13	00
LIEUTENANTS	06	06	00
ADMIN. CAPTAIN	1	1	00
PER-DIEM CORRECTIONAL OFFICERS	20	15	05
PER-DIEM CORRECTIONAL OFFICERS (IN TRAINING)		02	
MAINTENANCE	03	03	0
PER-DIEM MAINTENANCE	02	02	0
ADMIN STAFF	14	14	0

TOTAL REPORTED	89
STAFF TURNOVER RATE	.01%

Method Of:	Full Time Staff	Per-Diem Staff
Discharge from Employment	0	0
Resigned from Employment	0	0
Retirements	1	0
Per-Diem Staff Removed from Schedule	0	1
Per-Diem Staff Resigned or At Training	0	0
Promotions	0	0
Per-Diem hired but declined to Accept	0	1
Per-Diem Not Reporting for Training	0	0

SECTION: 7

STAFF TRAINING REPORT

Covered Time Period: March 26, 2021 – April 15, 2021

Crawford County Correctional Facility Training Report

Training report for March 21st 2021 through April 12th 2021

- March training review was B-3-96 Bomb Threat has been completed and logged. April review of Code of conduct, Ethics and Suicide prevention has been distributed to all staff for completion.
- I would like to see a defensive tactics class take place with all our staff it has been over 14 years since this has been a part of the program and if COVID had not affected our ability to do this it would have been completed last year. Warden Greenfield and DW Ben Fair are going to instruct this course. This will be completed as soon as possible.
- Prime Care has made numerous additions to their staffing and orientations for those nurses will be scheduled this month, both HSN Judy Arnold and Dawn Saulsbery are aware of that. Due to staffing issues it will be completed the week the 21st.
- March 23rd 2 of our Lt's were certified by Eric Danielson Meadville area Ambulance service as instructors in CPR/AED and 1st Aid through HS1 (Lt Jack Carter and Lt George Frutiger). Please be aware that this training and certification will affect our full-time overtime budget due to how the classes are set up and how we can get it done. Equipment has been ordered to get things started and completed.
- The facility changed the mandatory staffing for 3rd shift to 6 full time staff limiting the amount of full-time staff being allowed on pre-scheduled leave. This change should have a positive effect on the overtime budget.
- Academy will begin in May for 2 of our staff members, Kelly Stanfield and Matt Baker.

Respectfully Submitted,

Training Coordinator Captain Christy J McCune #53

SECTION: 8

CHILDREN OF INCARCERATED PARENTS REPORT

Program Visits	
Thirty (30) Minute Contact Visit:	
The thirty (30) minute visit time period is available for all inmates of the CCCF as long as they meet the required criteria.	0
All visiting suspended due to pandemic COVID 19	
One (1) Hour Contact Visit:	
The one (1) hour visit time period was established for those inmates that the courts have ordered through an agency, county or other.	0
All visiting suspended due to pandemic COVID 19	
Total Program Visits in the Date Range:	0
Program Complaints:	0
Reason for the Complaint:	

SECTION: 9

CITIZEN'S COMPLAINT REPORT

Covered Time Period: March 26, 2021 – April 15, 2021

In an effort to promote transparency, Crawford County Correctional Facility will list, give a brief description and corrective actions (if necessary) of all legitimate Citizens' Complaints. All Citizens' Complaints must be submitted on the CCCF Citizens' Complaint Form.

CITIZEN'S NAME:		DATE OF COMPLAINT:	
Brief description of complaint:	NOTHING TO REPORT		
Corrective Action(s):			

SECTION: 10

INMATE VIDEO VISITATION

Covered Time Period: March 26, 2021 – April 15, 2021

SCHEDULED VISITS	COMPLETED VISITS
86	82

SECTION 11

**VIDEO CONFERENCE
COURT / CCCF BUSINESS**

Covered Time Period: March 26, 2021 – April 15, 2021

MONTH	HEARINGS
September	82
October	179
November	116
December	133
January 2021	155
February	158
March	159
April	172
May	
June	
July	
August	
September	
October	
November	
December	