

Minutes of the Monthly
Meeting of the
Lancaster County Prison Board
January 19, 2017

The meeting was called to order by Commissioner Joshua Parsons at 9:19 a.m. in the. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Members Present: Commissioner Joshua Parsons, Commissioner Dennis Stuckey, Commissioner Craig Lehman, President Judge Dennis Reinaker (left at 10:35 a.m.), District Attorney Craig Stedman (left at 10:35 a.m.), and Controller Brian Hurter.

Others Present: Cheryl Steberger, Joe Shiffer, Arla Brown, Ashley Garcia, Charlie Douts, Sue Lao, Christina Hausner, E. William Peters, Melanie Snyder, Robert Wolfe, Kathy Wolfe, Jason Leese, William Hall, Bob Severson, Cody Scheid, Terry Flinchbaugh, Jon Collins, Neil Ward, Ben Lefever, Marty Mohn, Kent Kroehler, Scooter Haase, Bob Cooper, Jonathan Fox, Jen Strassenburgh, Amarilys Rivera, Rolando Ponce, Lindsey Gruber, Kim Reichenbach, Larry George, Todd Haskins, Kelly Ehrich, and Kathy Kunkel.

Sheriff Mark Reese was unable to attend the meeting.

Commissioner Parsons stated that the Prison Board met in executive session on Thursday, January 19, 2017, at 8:30 a.m. to discuss labor negotiations, litigation, potential litigation, and personnel matters related to the discipline, suspension, and termination of employees. Specifically under litigation, the Board discussed the Abreu Nicolas, Barney, England, Keiffer, Lausell, Peters, Garza, and Rosario-Bones cases.

Commissioner Stuckey moved to approve the minutes of the December 15, 2016, Board Meeting. Controller Hurter seconded. The motion carried unanimously.

Cheryl Steberger, Warden; Major Robert Wolfe, Security Operations; Joseph Shiffer, Deputy Warden for Inmate Services; Arla Brown, Prison Human Resources Manager, on behalf of Tammy Moyer, Director Administrative Services; and Charlie Douts, Director of Facilities Management; gave reports on their areas of responsibility. All of these reports, including operations and statistical information, are posted on the County's website.

Warden Steberger invited Major Robert Wolfe to the podium to announce that he was promoted to the position of Deputy Warden for Operations. Mr. Wolfe received a round of applause from those in attendance. Each of the Commissioners congratulated him on his promotion.

Warden Steberger reported that the Salary Board approved a new Administrative Sergeant position in the Records Department. She said the job was posted and closed.

Interviews will be scheduled next week.

Warden Steberger reported on the opening the Administration Segregation (Ad-Seg) unit after being closed for several months. She reported that Lancaster County was reimbursing York County Prison to house 4 juveniles adjudicated as adults. Now that an additional 3 juveniles have been sent to prison, she felt it made sense to reopen the Ad-Seg unit and house all 7 juveniles here. State rules require that juveniles be housed separately from the general population.

Warden Steberger noted that members of the Lancaster County Prison Social Committee made a trip to the Ronald McDonald House in Hershey, Pennsylvania on Monday, January 16, 2017. She noted that they volunteered on their own time and handed out gift bags to the children. Ms. Steberger stated that the event was successful and wanted to thank the staff for giving back to the community.

Deputy Warden Wolfe, stated that as noted at last month's meeting, he will no longer report on statistics including misconducts, use of force activity, and training. He noted that this information is reviewed at the PrisonStat meetings and the statistical reports are posted on the County's website.

Deputy Warden Wolfe provided an update on the new inmate identification system ID bracelets. He noted that the wristbands are printed out of the Unified Case Management (UCM) system and the bracelets will include a picture, name, and identification number for each inmate. Major Wolfe reported that new bracelets have been issued to every inmate and things are working well. He noted that each Supervisor of a housing unit is responsible for issuing all of the ID bracelets to the inmates in that unit.

Deputy Warden Wolfe reported that Correctional Officer Stanley Johnson received the Star Performer Certificate of Appreciation for preventing major injury or even death of an inmate on November 8, 2016. Mr. Johnson was recognized at the Lancaster County Commissioners' meeting held on December 21, 2016.

Deputy Warden Wolfe stated that areas of the Prison are getting cleaned up and painted. He noted that this is an ongoing process.

Deputy Warden Wolfe reported that as of today, the Correctional Officers are currently staffed at 219. The allowable staffing is 221.

Deputy Warden Wolfe reported the Officers of the Month for December: First Shift Officer William Hall, Second Shift Officer Brian Weaver, and Third Shift Officer Brian Achey.

Joe Shiffer, Deputy Warden for Inmate Services, reported that the Prison has formed a Mental Illness Substance Abuse team (MISA) to work with those inmates who have mental illness or substance abuse issues. The inmates are identified early upon intake and are then followed by a team approach throughout incarceration. Upon discharge, they are then able to be streamlined immediately to the appropriate services. The first meeting is scheduled for January 26, 2017.

Deputy Warden Shiffer reported that the Prison has reinstated the Turn Around Reentry Program (TARP) in Work Release under the Director of Work Release, Dan Collins. He stated that the main focus is to increase the employment rates in Work Release. The program is scheduled to begin sometime in January 2017.

Deputy Warden Shiffer reported that seven female inmates graduated from the New Beginnings class on December 22, 2016. He noted that new classes will begin on January 30, 2017.

Deputy Warden Shiffer reported that Have a Heart will hold their fifth concert at the Prison, on January 26, 2017. He stated that a magician has been added to the show.

Arla Brown, Prison Human Resources Manager, on behalf of Tammy Moyer, Director Administrative Services, reported that a committee has been formed to review and revise the Prison policy and procedures. The committee will meet twice a month for the next six months.

Ms. Brown reported that the end of the year average daily population for 2016 was 962. There were several times in the first half of 2016 that the population rose over 1,000 inmates, but since July the population remained under 1,000 with a low of 875 in September.

Charlie Douts, Director of Facilities Management, reported on several projects:

- Personnel
 - Seven vacant full-time maintenance positions.
 - Two facilities non-prison employees are supplementing the workforce and providing on-call after hours response.
 - RFP for outsourcing of Prison Maintenance provided to the Board of Commissioners for approval on January 18.
- Maintenance Items
 - Co-Stars maintenance employee through the Heim Company assisting with preventative maintenance will continue until March 2017.
 - Staff support from parks providing snow/ice maintenance.

- Maintenance Items – (continued)
 - Monitoring and attempting to maintain temperatures within acceptable ranges during cold spells.
- Projects
 - Prepared prioritized list of Capital Projects, waiting on response.
 - Attending Facility Work Group meetings.
 - Coordinated technical support for financial options.

Mr. Douts stated the contract with CGL was approved at the Commissioners Meeting on January 18, 2017. The contract provides for outsourcing 6 skilled tradesmen to work at the Prison.

In response to Jonathan Fox's question on whether or not the contract with CGL can be viewed publicly, Commissioner Parson's stated that while the County does not post contracts on the County's internet site, it is public information and he will see that Mr. Fox gets a copy.

President Judge Reinaker as part of New Business, provided a review of recent initiatives taken by the Court of Common Pleas.

1. Upgrade of video conferencing equipment so that hearings can take place at the Prison. This will reduce sheriff transports between the Prison and the Courthouse. Full implementation scheduled in March or April 2017.
2. Review of a plan to offer Adult Probation & Parole clients early termination from probation, if fines & costs are paid in full and 75% of time is served.
3. Implementation of the RASE Project which is a community recovery organization providing advocacy services for those in or needing recovery from the disease of addiction. Treatment will be provided for the inmates while serving time at the Prison and continue after release.
4. Implementation of the Juror Donation Program in which jurors can voluntarily choose to direct juror pay to one of four community organizations.

Commissioner Parsons noted two other court initiatives: implementation of the independent docket system which will enable cases to move through the system faster; and the proactive approach taken by Judge Reinaker on Prison overcrowding by implementing the Prison Reduction Committee to review cases.

Lindsey Gruber, Justice & Mercy, asked about the whether or not the estimated wait time for those held on a parole violation will be reduced from an average of 30/35 days.

Judge Reinaker stated that once the independent docket system is operational, a hearing should be held within 2 weeks.

As a follow-up to last month's discussion on daily Prison temperatures in the cells, Commissioner Lehman noted that on the January 7, 2017 daily temperature report, the temperature that day was 22 degrees outside and the Prison cell temperatures averaged from 69.0 - 85.6 degrees.

In response to Have a Heart's White Paper, each of the Prison Board members gave comments on various items listed as part of the report's ten recommendations to Enhance the Culture and Operations of the Lancaster County Prison and Criminal Justice System.

Commissioner Parsons outlined all the steps the Prison Board has taken to address their recommendations for improved and expanded services such as: implementing new support and treatment programs (New Choices, Compass Mark, Ambassadors for Hope, MISA, the new LGH Behavioral Facility, PrisonStat, PREA, and the review of best practices).

Following discussion regarding one of the recommendations to "further reduce the average LCP population", both Judge Reinaker and District Attorney Stedman stated that the Prison population cannot be set at a targeted number or reduced by a set percentage. Judge Reinaker noted that the courts have made efficiencies over the last four years and will continue to work towards a goal of reducing the population.

Kent Kroehler said the recommendation to reduce the inmate population, was driven by the capacity issues at the Prison when the population was higher. He asked if the best practices are codified and suggested that goals be set.

In response to the Have a Heart's recommendation to have more of a citizen/resident voice on the Prison Board, Commissioner Lehman stated that if/when Lancaster becomes a 2A county, the structure of the Prison Board will not change because State Law does not provide for that. A 2nd class county has two public members on their Prison Board but it does not apply to 2A counties.

Larry George, Director of Behavioral Health/Developmental Services, gave an update on the Suicide Prevention Task Force. Mr. George provided a follow-up to last month's report on the partnership between Lancaster General Health (LGH) and Universal Health Services to construct a new 126 bed, free standing mental health facility. The County has asked that LGH accept inmates who require inpatient treatment in their existing facility, as well as the proposed one which is expected to be opened in Spring, 2018.

Mr. George reported that the Commissioners approved an agreement with LGH effective January 1, 2017. Mr. George stated that Warden Steberger, and Todd Haskins, Prime Care, are scheduled to meet with LGH's Behavioral Health Staff tomorrow.

Mr. George reported that the review team of seven individuals met to review the single provider bid that was received for the Request for Proposal (RFP) "Transition to Community" (TTC) forensic diversion program. He stated that the new initiative was prompted in part by the recent settlement of a lawsuit filed by the ACLU of Pennsylvania which sought relief for mentally ill inmates who were languishing in state prisons and county jails for months and even up to a year, waiting to be transferred to state-run psychiatric facilities. Mr. George noted that the TTC will be a state-funded program that would allow the Lancaster County Prison to transition mentally ill inmates into a community based residential setting with comprehensive three month treatment. A maximum of six individuals can be treated at any one time. The goal is to successfully reintegrate the individual into society as soon as possible. Mr. George noted that he will be meeting with Purchasing today to work on the contract and hopes to bring it to the Commissioners for approval in the near future.

Mr. George reported that he has completed the final draft summary of the Suicide Prevention Task Force initiatives over the past year. He will present the summary to Commissioner Parsons for review, before presenting to the Prison Board.

Commissioner Parsons stated that the results speak for themselves. The Suicide Task Force has been in effect for 18 months. He noted the 2016 was the first year in many years, that there has not been a suicide at the Prison.

Jonathan Fox, Have a Heart, asked if a root cause analysis is only done on completed suicides and not for attempted suicides. Mr. George responded that while a formal root cause analysis report is not done for attempted suicides, the Warden and staff give a thorough review of all suicide incidents.

Commissioner Parsons provided a follow-up on the discussion at last month's meeting regarding the Facility Work Group's report on the long term capital needs at the Prison. Option 1 - to keep the current facility and do repairs to make the facility usable for ten years and beyond, at an estimated cost of \$26 million; Option 2 - to build a new prison with a 1,500 bed capacity and with a timeframe of 5 years to build at an estimated cost of \$150 million; Option 3 - a lease back option and a timeframe of 5 years to be built by an outside entity at an estimated lease payment cost of \$10 million per year.

Commissioner Parsons said that they need a strategic plan whether 5 or 10 years, on the steps to be taken. He agreed that the report models need to incorporate the

maintenance costs to run the existing facility while planning to build a new facility. He said he will get with Charlie Douts and report back at a future Prison Board meeting.

Commissioner Parsons reported briefly on the new initiative called PrisonStat which calls for regular public meetings where the Prison's performance is evaluated based on various factors. The next meeting is scheduled for February 7, 2017, at 1:30 p.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Melanie Snyder, Executive Director of the Lancaster County Re-entry Management Organization (RMO), distributed a statistical report, success rates, and RMO Re-entry Services/Program results for fiscal year 2015-16. The report reflected that for those individuals attending the RMO intensive program, the crime free rate is at 97%. Ms. Snyder stated that the new trauma training program will be offered on March 11-17, 2017, for the entire staff at the Prison and the Adult Probation & Parole Department. This program is designed to increase employees' understanding of trauma and to develop trauma-informed responses.

Ms. Snyder also distributed a flyer on a film "Resilience, the Biology of Stress & the Science of Hope". The film will be shown at McCaskey East High School on Thursday January 26, 2017, at 6:00 p.m. She invited the Board to attend.

Jennifer Strassenburgh, Compass Mark Children and Family Advocate, has worked cooperatively with the Lancaster County Children & Youth Agency to facilitate children visits to the Prison and feels that the program has been very successful. She shared a success story about one of her recent clients. She felt the collaboration between her program with New Beginnings and the Prison Caseworker, Toni Warfel, was most helpful. Ms. Strassenburgh noted that in December 2016, she had 21 child referrals, 3 special visits, and filed 3 temporary guardianship forms.

Rolondo Ponce, Supervisor of Re-entry Services at CareerLink of Lancaster, reported that 31 re-entry clients enrolled in the workshop, "How to Land a Job with a Criminal Record". He stated that re-entry clients placed in employment during December 2016 earned an average rate of \$13.00 per hour.

Bob Cooper, Coordinator for Ambassadors of Hope, reported that his organization is sponsoring an event at the Ware Center on March 8, 2017. John Wetzel, Secretary of the Pennsylvania Department of Corrections (DOC), will be speaking about the Department of Corrections and families and children.

Commissioner Stuckey moved to adjourn at 11:20 a.m. Commissioner Lehman seconded. The motion carried unanimously.

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The next regular meeting of the Lancaster County Prison Board will be February 16, 2017, at 9:15 a.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Respectfully submitted,

Brian K. Hurter
Secretary