



Rec'd 8/17/11

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF CORRECTIONS
P. O. BOX 598
CAMP HILL, PENNSYLVANIA 17001-0598

OFFICE OF THE
SECRETARY OF CORRECTIONS

August 4, 2011

Scott Martin, Commissioner
Chairperson, Lancaster County Prison Board
625 East King St.
Lancaster, PA 17602

Dear Chairperson Martin:

Enclosed with this letter is the Lancaster County Prison 2011 Cycle Inspection Report. Please recognize that the inspection deals only with minimum standards found in *Title 37 Chapter 95*. This inspection determined that:

- Congratulations, Lancaster County Prison has achieved 100% compliance with *Title 37 Chapter 95* minimum standards.
- No *Deficiencies* or *Citations* exist with compliance to any section of the requirements.
- Your attention is called to the results of the *Facility Character Profile*.

The Pennsylvania Department of Corrections trusts that this inspection will be useful to your county. This inspection does not determine the competence or integrity of the county prison staff. It does not examine all of the fire and safety issues that a Fire Marshal or a representative of the Pennsylvania Department of Labor and Industry, OSHA, or the Pennsylvania Department of Health may be responsible for enforcing. This inspection does not take the place of any other federal, state, or local inspections, laws, or ordinances. Likewise, this inspection does not serve as an investigation, be it of a criminal and/or civil nature.

Please contact my office with any questions regarding this report.

Sincerely,

Shirley R. Moore Smeal
Executive Deputy Secretary

cc: Warden Guarini
File

Enclosure

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF CORRECTIONS
OFFICE OF COUNTY INSPECTION AND SERVICES

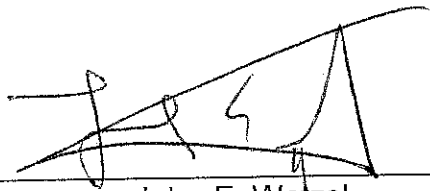
2011 CYCLE INSPECTION
OF THE
LANCASTER COUNTY PRISON

AUTHORITY UNDER WHICH THIS INSPECTION WAS CONDUCTED

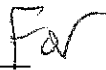
1. The Act of December 27, 1965, P.L. 1237 (61 P.S. 460.3)
2. The Act of October 15, 1980, P.L. 950 (71 P.S. Section 502)
3. The Administrative Code, the Act of April 9, 1929, P.L. 171
(71 P.S. Section 310-1)
4. The Act of December 27, 1965, P.L. 1237 (61 P.S. 460.3)

Dates of Inspection: July 5 and 6, 2011

Inspectors: Sandra Leonowicz
Douglas L. Croley



John E. Wetzel
Secretary of Corrections



Shirley R. Moore Smeal
Executive Deputy Secretary

On July 5 and 6, 2011 the inspection staff of the PA DOC, Office of County Inspections and Services conducted the required physical inspection of the Lancaster County Prison. The results of this inspection are contained in the attached documentation. You will find *Section I* (Population / Physical Plant Characteristics), *Section II* (Summary of Non-Compliance Items), *Section III* (Facility Character Profile), and *Section IV* (Acknowledgements). In *Section II*, non-compliance items include a designation/explanation as to the assigned status level (*Deficiency* and *Citation*).

Definition:

A non-compliance item is designated as having a ***Deficiency*** status level when, in the Commonwealth's opinion, it is determined that the facility is in violation of any of the minimum requirements not set forth in paragraph (2) of *Title 37 Chapter 95*.

Definition:

A non-compliance item is designated as having a ***Citation*** status level when, in the Commonwealth's opinion, it is determined that the facility is in violation of one or more of the **essential** minimum requirements in paragraph (2) of *Title 37 Chapter 95*.

If the facility remains in violation of any of the same **essential** minimum requirements for the second consecutive prison inspection, a second citation of non-compliance will be issued. If the facility remains in violation of any of the same **essential** minimum requirements for a third consecutive prison inspection, a third citation of non-compliance will be issued.

The Secretary may authorize the conducting of a vulnerability analysis of a facility when a final inspection report finds one or more violations of the **essential** minimum requirements in paragraph (2) of *Title 37 Chapter 95* and the report concludes that those violations may immediately impact the safety and security of the county prison, prison staff, inmate or the public.

I. POPULATION / PHYSICAL PLANT CHARACTERISTICS

POPULATION CHARACTERISTICS

NAME OF PRISON: Lancaster County Prison
WARDEN: Vincent A. Guarini
DATES OF INSPECTION: July 5 and 6, 2011
INSPECTORS: Sandra Leonowicz
Douglas L. Croley

APPROVED BED CAPACITY: At Time of Inspection = **1143**

Vs. Approved Bed Capacity of 1231 in 2009 Inspection

* Definition of Approved Bed Capacity - Sleeping surface & mattress that allows the inmate to be at least 12 inches off the floor plus be located in areas approved for residency occupancy by PA L & I and/or local codes authority.

TEMPORARY EMERGENCY BEDS: At Time of Inspection = **00**

Vs. Emergency Bed Usage of 000 in 2009 Inspection

* Definition of Emergency Bed Usage - Temporary bedding arrangements that do not meet the above requirements.

AT TIME OF INSPECTION

Approved: (Male Beds = 964)

Emergency: (Male Beds = 00)

Approved: (Female Beds = 179)

Emergency: (Female Beds = 00)

IN-HOUSE POPULATION = **1078**

Vs. In-House Population of 1175 in 2009 Inspection

* Definition of In-House Population - Calculated as the average daily, in-house, inmate population for the six calendar months prior to the date of the prison inspection.

Note: Per Title 37 Chapter 95 Section 248 (7): The actual In-House Population may not exceed the prisons approved bed capacity.

PHYSICAL PLANT CHARACTERISTICS

NAME OF FACILITY: Lancaster County Prison
YEAR OF CONSTRUCTION: 1852
YEARS OF RENOVATION: 1972, 1980, 1992
TYPE OF CONSTRUCTION: Brick, concrete
TYPE OF STRUCTURE: Four Story

| HOUSING AREAS | HOUSING POD # | CELL TOTALS | BED TOTALS | TEMPORARY BEDS |
|----------------|---------------|---------------|------------------------------|----------------|
| MALE | 2-1 | 48 | 96 | 08 |
| | 2-2 | 48 | 96 | 08 |
| | 3-1 | 48 | 96 | 08 |
| | 3-2 | 48 | 96 | 08 |
| | 3-5 | 48 | 96 | 08 |
| | G-1 | 48 | 96 | 08 |
| | G-2 | 48 | 96 | 08 |
| | MEDICAL | 48 | 48 | 04 |
| | AD SEG | 14 | 13 | 01 |
| | C MAIN ITP | Dorm | 74 | |
| | WORK RELEASE | Dorm Rooms | 93 | |
| | THU-A | Open Bay Dorm | 16 | 03 |
| | THU-B | Open Bay Dorm | 16 | 03 |
| | THU-C | Open Bay Dorm | 16 | |
| THU-D | Open Bay Dorm | 16 | | |
| FEMALE | 2-5 | 48 | 94 | |
| | C-2 | 40 | 40 | |
| | C-2 Annex | 17 | 17 | |
| | D | 16 | 16 | |
| | D Annex | 06 Dorm Rooms | 12 | |
| GENDER NEUTRAL | Intake | 22 | Not Included in Bed Capacity | |

LOCATION OF ADDRESS: 625 East King St.
Lancaster, PA 17602
TYPE OF PERIMETER: Building, wall, fence

II. SUMMARY

2011 Deficiencies / Citations

Facility Achieved 100% Compliance

III. FACILITY CHARACTER PROFILE

Inmate Survey / Interview

During the course of this inspection, discussion occurred with numerous inmates. The identity of these individuals and specific content of these discussions shall remain anonymous. The following evaluations are made so as to raise awareness as to possible issues, with the understanding that this Office is not in the position to determine the validity of this information:

Evaluation Rating Scale: Outstanding Good Satisfactory Poor

➤ **Inmate Communication**

Outstanding = 6% Good = 28% Satisfactory = 58% Poor = 8%

Elements in this category include:

- ✓ availability and willingness of prison staff to address inmate issues
- ✓ timeliness of prison staff responses to inmate requests (verbal and written)
- ✓ 'helpfulness' you find in the responses you receive from prison staff
- ✓ how well you are informed by the prison staff (during initial "orientation" session and ongoing) about issues such as rule changes, upcoming events, available programs, etc
- ✓ the fairness and application of the inmate rules and disciplinary process
- ✓ the professional conduct and speech displayed by the prison staff in dealing with inmates
- ✓ the grievance process as to availability to file a grievance and the timeliness of the response
- ✓ the overall relationship among the inmates themselves

➤ **Inmate Conditions of Confinement**

Outstanding = 13% Good = 30% Satisfactory = 39% Poor = 18%

Elements in this category include:

- ✓ the level of safety (injury from individual harm and/or facility exposure) afforded inmates
- ✓ the timeliness of routine (i.e. broken light) and emergency (i.e. toilet, broken cell door) repairs
- ✓ the cleanliness/sanitation of all facility areas (i.e. housing areas ; showers, classrooms, medical, recreation space)
- ✓ the issuing of general cleaning supplies
- ✓ the issuing of personal hygiene items (i.e. indigent kits ; feminine articles ; toilet paper)
- ✓ the condition of prison-issued clothing (i.e. uniform) and bedding (i.e. mattress, sheets, blankets)
- ✓ the laundry as to timeliness of pick-up and return plus cleanliness of laundered items
- ✓ the attention shown by the prison administration in addressing alleged problems with conditions of confinement

- Inmate Services / Programs
 Outstanding = 16% Good = 31% Satisfactory = 40% Poor = 13%

Elements in this category include:

- ✓ the handling and timeliness in the processing of mail (regular and legal)
- ✓ the availability of outdoor physical exercise (i.e. daily for 2 hours for general population inmates weather permitting)
- ✓ the accessibility to medical and mental health services
- ✓ the quality and quantity of food
- ✓ the availability of the four required inmate treatment programs (education, counseling, drug & alcohol, social services)
- ✓ the visitation process
- ✓ the availability of religious services and activities
- ✓ the accessibility to and adequacy of legal resources

Staff Survey / Interview

During the course of this inspection, discussion occurred with numerous staff members. The identity of these individuals and specific content of these discussions shall remain anonymous. The following evaluations are made so as to raise awareness as to possible issues, with the understanding that this office is not in the position to determine the validity of this information:

Evaluation Rating Scale: Outstanding Good Satisfactory Poor

- Staff Morale:
 Outstanding = 16% Good = 34% Satisfactory = 25% Poor = 25%

Elements in this category include:

- ✓ your satisfaction with your present job
- ✓ effect of your co-workers upon the morale of the entire prison organization
- ✓ effectiveness of in-service training given to officers during the last year as to helping officers do their job
- ✓ effect of the prison administration upon the morale of the entire prison organization
- ✓ how well the county is able to maintain the full, authorized compliment of officers (part-time and full-time)
- ✓ effect of labor / management relationships upon the morale of the entire prison organization
- ✓ concern for officer safety as displayed by the immediate supervisors
- ✓ level of employee recognition (i.e. informal 'atta boy' ; formal 'letter/certificate' award) received by officers during the past year:

- Operations
 Outstanding = 20% Good = 35% Satisfactory = 34% Poor = 11%

Elements in this category include:

- ✓ shift staffing level allotment as to there being enough officers on duty to complete all work expected in a safe and efficient manner
- ✓ shift staffing level allotment as to there being enough officers on duty to complete all work expected in a safe and efficient manner
- ✓ competency (knowledge of present job) displayed by the immediate supervisors
- ✓ degree of professional behavior (officer control of the inmate population) and competency (knowledge of present job) displayed by the officers in dealing with inmates
- ✓ amount and adequacy of resources (i.e. tools, equipment) provided to you for you to do your job safely and efficiently
- ✓ classification process as to identifying the degree of inmate security risk, the need for inmate supervision, and the ability to separate inmates
- ✓ leadership and management abilities of the prison administration
- ✓ level of safety you feel in performing your present job

➤ Staff Communication

Outstanding = 11%

Good = 36%

Satisfactory = 38%

Poor = 15%

Elements in this category include:

- ✓ working relationship and degree of respect among the officers
- ✓ how well work-related concerns impacting the officers are addressed by the prison administration
- ✓ working relationship and degree of respect between the inmates and officers
- ✓ effectiveness of union officials and the prison administration in resolving important issues and promoting a safe working environment
- ✓ working relationship and degree of respect between the officers and immediate supervisors
- ✓ how well the prison administration seeks information from the officers about work related issues
- ✓ working relationship and degree of respect between the officers and treatment personnel (proprietary / contract / volunteer)
- ✓ how well the prison administration involve and inform the officers as to what training topics may be given for the coming year

IV. ACKNOWLEDGEMENTS

Warden Vincent Guarini, Deputy Warden Kenneth Arnold, Major Edward Klinovski, and Sergeant Cheryl Steberger met with Inspectors Sandra Leonowicz and Douglas Croley upon their arrival at the facility. Materials and documents that had been requested to be prepared prior to arrival were ready for review. The prison administration and staff provided assistance throughout the inspection process, to include obtaining answers for any additional questions presented by the Inspectors. Deputy Warden Arnold, Sergeant Steberger and Sergeant William Aberts conducted the physical tour escort of the facility, allowing the Inspectors complete and free access to all areas.

An exit session was conducted with Warden Guarini, Deputy Warden Arnold, Deputy Warden Joseph Shiffer, Major Klinovski, Sergeant Steberger and Sergeant Abrams. Initial inspection observations and findings were reviewed. This inspection identified no, non-compliance items in any sections of *Title 37 Chapter 95, Revised Standards*.

The prison administration and staff exhibited a professional approach to their duties during the course of this inspection. Inspectors Sandra Leonowicz and Douglas Croley would like to express their gratitude for the courtesy extended throughout this inspection process.



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF CORRECTIONS
P. O. BOX 598
CAMP HILL, PENNSYLVANIA 17001-0598

OFFICE OF THE
SECRETARY OF CORRECTIONS

August 5, 2011

Scott Martin, Commissioner
Chairman, Lancaster County Prison Board
150 North Queen Street, Suite 715
Lancaster, PA 17602

Dear Chairperson Martin:

The Lancaster County Prison has earned the *Certificate of Compliance* for the 2011 Inspection Cycle. Warden Vincent Guarini, the prison administrator, and the Lancaster County Prison staff deserve credit for their due diligence in operating this facility according to statewide correctional standards. In addition, the Lancaster County government officials and the citizens of Lancaster County merit praise for their understanding of the critical public safety function within their community.

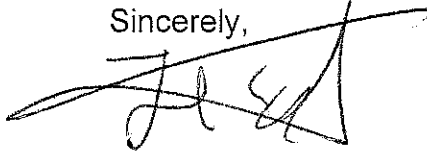
A representative of the Pennsylvania Department of Corrections (Office of County Inspection and Services) conducted the inspection of Lancaster County Prison on July 5 and 6, 2011. The results of the inspection showed that the facility had achieved 100% compliance with *Title 37 Chapter 95 (Minimum Standards for Local Adult Detention Facilities)*. The accomplishment was especially noteworthy due to the recent regulatory changes to many provisions of *Title 37 Chapter 95*. The changes required a strong focus during the past year or so upon alterations/additions to written local policy and procedures to adjust operations. It is evident that Warden Vincent Guarini, the prison administrator, and the Lancaster County staff did not take compliance for granted. This commitment to compliance would not happen without the leadership of the Lancaster County government officials and the support of the citizens of Lancaster County.

The Lancaster County Prison is the seventeenth facility to be recognized as a *Certificate of Compliance* recipient for the 2011 Inspection Cycle. A facility must earn this distinction, it is not a given. Due to this achievement, the Lancaster County Prison is exempt from the normal one-year inspection cycle. As such, the next inspection cycle for this facility will be 2013.

The operation of a prison is always fraught with unknowns. Despite adhering to the standards and the associated good practices, the potential for failure remains a daily constant. Despite this potential, the real successes demonstrated by the Lancaster County Prison should not be dismissed. As such, the Pennsylvania Department of Corrections and I, as the Secretary of Corrections, extend gratitude to the Lancaster County government officials, the citizens of Lancaster County, Warden Vincent Guarini, the prison administrator, and the Lancaster County staff for their outstanding inspection results.

I hope that the standards and the inspection process continue to assist you in demonstrating yourself as a facility to be recognized by other county prisons across the state of Pennsylvania.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Wetzel', with a long horizontal stroke extending to the right.

John E. Wetzel
Secretary of Corrections

cc: Warden Guarini
Press Office
File

Enclosure

Certificate of Compliance 2011

In Accordance With Pennsylvania Law
Title 37 Chapter 95, the Pennsylvania
Department of Corrections Has Inspected
And Found To Be In 100% Compliance

Lancaster County Prison

July 5, 2011
Date



John E. Wetzel
Secretary

Pennsylvania Department of Corrections

DEPARTMENT OF CORRECTIONS
OFFICE OF COUNTY INSPECTIONS
& SERVICES
2520 LISBURN ROAD POB 598
CAMP HILL, PA 17001-0598

Lancaster county Prison
625 East King Street
Lancaster, PA 17602-3199

c/o Wanda Guarini

