

LANCASTER COUNTY PRISON BOARD AGENDA
JUNE 21ST, 2018

1. CALL TO ORDER—PUBLIC MEETING BEGINS AT 9:15AM
2. PLEDGE OF ALLEGIANCE
3. ANNOUNCEMENT: The Prison Board met in executive session on Thursday, June 21st, 2018 beginning at 8:30 am to discuss labor negotiations, litigation, potential litigation, and personnel matters related to the discipline, suspension and termination of employees.
4. APPROVAL OF MINUTES. May 17th, 2018. Submitted independently by the Board Secretary.
5. MONTHLY REPORT
 - a. Warden's Report – Cheryl Steberger
 - b. Operations Report – Robert Wolfe
 - c. Inmate Services Report – Joseph Shiffer
 - d. Security Report- William Aberts
 - e. Administrative Report –Tammy Moyer
 - f. Facilities Management Report – Charles Douts
6. OLD BUSINESS
7. NEW BUSINESS
 - a. Suicide Prevent Task Force update- Larry George
 - b. Prison Stat – Scheduled for Thursday July 26th, 2018 @ 1:30pm
8. BUSINESS FROM GUESTS
9. ADJOURN

June 21st, 2018 9:15am
625 East King Street
Lancaster PA 17602
Lancaster County Prison
Visitation Room

WARDEN'S REPORT

Cheryl Steberger
Warden

PRISON BOARD
WARDENS REPORT
JUNE 21ST, 2018

- Lancaster County Prison Staff Memorial Day - Flag Ceremony held May 30th, 2018
- Population
- Softball Game- Schreiber Pediatric Softball Fundraiser
- Met with Director of Business Michael Stevens BHU. Will be touring the facility in the near future.

OPERATIONS REPORT

ROBERT WOLFE
Deputy Warden

PRISON BOARD
OPERATIONS REPORT
JUNE 21ST, 2018

- Policy and Procedure reviews
- Supervisor and Department Head training on Harassment / Discrimination 23 May 2018
- Met with staff of Penn Medicine in regards to the New Lancaster Behavioral Health Hospital

INMATE SERVICES REPORT

Joseph Shiffer
Deputy Warden for Inmate Services

**Inmate Services Department
Prison Board Report
May, 2018**

Alcoholic Anonymous (AA) groups in Work Release

Chaplains volunteer tour

School District of Lancaster graduations

See attached program statistical section for further information.

SECURITY REPORT

Major

William Aberts

June 2018 Prison Board

Major William Aberts

Officer of the Month:

8am-4pm Shift: Officer Alexander BROWN

Officer BROWN, who has only been with us for a year, has shown a large degree of dedication and commitment to his job. He has come a long way from being a rookie in line up and not knowing what he is doing to being very reliable and available without complaint when needed. We have used Officer Brown several times after codes to help get things done and he has always come through when needed. He can work his assignments without issues or complaints. He has been a positive addition to the 8-4 team. He always is willing to help and always does what is asked. He is on the prison transport team and has been used for details that require him to come in early and/or stay late, which he happily completes.

Promotion:

Corporal Adam Walter promoted to Sergeant Adam Walker

Sgt. Walker has been working at the prison for 3 years. Was promoted to Corporal after 10 months. Within those 10 months he received Officer of the Month. He is one of the prisons Hostage Negotiators and responsible for the Prison's vehicle fleet.

Corrections Week Awards:

Supervisor of the Year

Louis Chirichello
Correctional Corporal

Inmate Services

Employee of the Year

Nicole Dickson
Inmate Services Specialist

Business Office

Employee of the Year

Ashley Garcia
Executive Assistant

Records Department

Employee of the Year

Christina Fluegel

Re-entry Coordinator

Shift Commander's

Awards

First Shift

David George

Commitment Officer

Second Shift

Brian Weaver

Correctional Officer

Third Shift

Timothy Ferstler

Correctional Officer

Officers of the Year

First Shift

Dylan Swanson

Correctional Officer

Second Shift

Kevin Rohrer

Correctional Officer

Third Shift

Cody Albright

Correctional Officer

Firefighter of the Year

Timothy Ferstler

3rd Assistant Chief

CERT Member

of the Year

Brian Weaver

Correctional Officer

Perfect Attendance:

PHILLIPS, Yannik

STAAB, Thomas

BILLOW, Joel

DICKERT, Michael

Honorable mention

STAUFFER, Kevin

Peer Recognition:

Charles Horn

Troy Shifflet

Heather Nunemaker

Jennifer Wingler

ADMINISTRATIVE SERVICES REPORT

Tammy S. Moyer
Director of Administration

Administrative Services Report June 2018

Act 81 is a state grant through the Department of Corrections that reimburses county jails for housing Level 4/5 Work Release Outmates that serve their sentence at the county level and maintain their community employment. We apply for this grant on an annual basis. This year we were awarded \$239,000.00 for 33 inmates serving 2603 days in 2017.

Policy revisions completed in the past month include Tool Control, Inmate Clothing, Security, Training and Staff Development Manual, Inmate Count Procedures, and Treatment Services. We also met to make revisions on the Library/Publication policy.

~Tammy Moyer
Director of Administration

FACILITIES MANAGEMENT REPORT

Charles Douts, Jr
Director

Facilities Management

Monthly Prison Activities Report

June, 2018

Prison:

Personnel

- CGL has one vacant position

Maintenance Items

- Replacement of Kitchen roof top heating unit scheduled for June 11

Projects

- P.O. issued for elevator upgrades, waiting on installation schedule from the contractor, components on order
- Building B roof replacement, June 11 start date
- Control Room upgrades on schedule for 4th quarter implementation
- Beginning to prepare/update list of Capital Prison Projects for 2019 budget

Respectfully Submitted

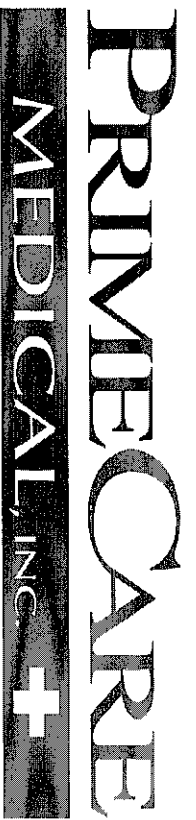
Charles E. Douts, Jr.

Director

County of Lancaster, Facilities Management

STATISTICAL ADDENDUM

INMATE SERVICE STATISTICS



Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
FACILITY STATISTICS													
Monthly ADP	826	876	877	877	916								874
Deaths	0	0	0	0	0								0
Total # of Patients in the Hospital	4	4	6	5	4								23
Total # Patient Days	21	9	18	29	20								97
# of Intake Screenings	439	332	370	376	519								2036
# of Grievances	2	7	10	14	11								44
# of Founded Grievances	0	0	0	0	0								0
# of Adverse Patient Occurrences	18	32	41	31	28								150
# of Patients Detoxed	105	118	123	107	122								575
# of Patients on Restraints	0	0	1	2	1								4
# of Shifts Involving Restraints	0	0	1	3	1								5
# of Medical Transports	39	39	39	48	50								215
# of Infirmary/Medical Housing Admissions	0	0	0	0	0								0
In-House Surgeries	0	0	1	0	0								1
In-House EKGs	30	24	28	9	37								128
In-House X-Rays	33	36	45	43	43								200
OUTSIDE CONSULTATIONS													
Allergy	0	0	0	0	0								0
Cardiology	3	3	3	3	2								14
Dermatology	0	0	0	0	0								0
Dialysis	0	0	0	0	0								0
ENT	0	0	0	0	1								1
Emergency Room	8	10	11	6	9								44
Ambulance Trips	4	5	4	3	1								17
Gastroenterology	1	0	1	2	0								4
General Medicine	0	0	0	0	0								0
General Surgery	0	0	0	0	0								0
Gynecology	0	0	0	0	0								0
Hematology	1	0	0	0	0								1
Methadone	0	0	0	10	10								20
Neurology	0	1	0	0	1								2
Neurosurgery	0	0	0	0	0								0
Obstetrics	12	11	11	6	8								48

Michael W. Mayfield

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Oncology	0	0	0	0	0	0	0	0	0	0	0	0	0
Ophthalmology	2	2	2	1	1								8
Orthopedics	9	10	5	12	8								44
Physical Therapy	0	0	0	0	0								0
Plastic Surgery	0	0	0	0	0								0
Podiatry	0	0	0	0	0								0
Proctology	0	0	0	0	0								0
Psychiatry	0	0	0	0	0								0
Surgery Performed	0	0	0	2	0								2
Thoracic Surgery	0	0	0	0	1								1
Urology	0	1	0	0	0								1
Outside X-Rays (CT, MRI, etc.)	0	2	2	3	0								7
Wound Clinic	2	2	3	2	0								9
Diagnostic Test (outside)	0	0	0	0	5								5
Other Trips / Outside Consults	1	2	1	1	4								9
Total Outside Consultations	43	49	43	51	51	0	0	0	0	0	0	0	237
MEDICAL - SICK CALLS													
MD Sick Call	34	28	32	25	29								148
NP/PA Sick Call	460	439	547	497	491								2434
MD/PA/CRNP Sick Call	494	467	579	522	520	0	0	0	0	0	0	0	2582
Nurse Sick Call	443	401	426	408	481								2159
MD Physicals	2	5	5	3	12								27
NP/PA Physicals	162	102	174	144	136								718
Nursing Physicals	198	144	202	145	183								872
Annual Physicals	10	10	8	3	4								35
MENTAL HEALTH													
Psychiatrist / Groups Seen	0	0	0	0	0								0
Psychiatrist / Individuals Seen	169	168	205	149	233								924
Psychologist Groups	0	0	0	0	0								0
Psychologist / Individuals Seen	480	542	755	633	665								3075
M.H. Worker Groups	0	0	0	0	0								0
M.H. Worker / Individuals Seen	675	507	386	320	650								2538
# of Involuntary M.H. Commitments	7	8	8	7	7								37
# of Patients Waiting Transfer to State Hospital	2	1	1	2	2								8

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
# of Patients on Suicide Watch	103	77	111	66	81								438
# of Attempted Suicides	1	0	0	0	0								1
# of Completed Suicides	0	0	0	0	0								0
# of Patients on MH Scale as Category - A	183	198	183	208	242								1014
% of Patients on MH Scale as Category - A	22.2%	22.6%	20.9%	23.7%	26.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	23.2%
# of Patients on MH Scale as Category - B	214	222	203	226	276								1141
% of Patients on MH Scale as Category - B	25.9%	25.3%	23.1%	25.8%	30.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	26.1%
# of Patients on MH Scale as Category - C	314	314	290	303	303								1524
% of Patients on MH Scale as Category - C	38.0%	35.8%	33.1%	34.5%	33.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	34.9%
# of Patients on MH Scale as Category - D	43	50	55	53	57								258
% of Patients on MH Scale as Category - D	5.2%	5.7%	6.3%	6.0%	6.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	5.9%
DENTAL													
Extractions	14	20	10	18	12								74
Fillings	1	0	0	3	1								5
Exams	78	58	49	89	60								334
Other	6	0	3	1	0								10
Total Patients Seen by Dentist	99	78	62	111	73								423
Patients seen by Oral Surgeon	0	0	0	1	2								3
# of Annual Dental Exams	12	6	4	3	7								32
PHARMACY													
# of patients on Psych Meds	279	312	323	315	305								1534
% ADP on Psych Meds	33.8%	35.6%	36.8%	35.9%	33.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	35.1%
# of patients on Medical Meds	386	352	308	296	321								1663
% ADP on Medical Meds	46.7%	40.2%	35.1%	33.8%	35.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	38.2%
# of patients on HIV Meds	7	6	8	8	8								37
% ADP on HIV Meds	0.8%	0.7%	0.9%	0.9%	0.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.8%
# of patients on OTC Meds	106	119	102	98	203								628
% of ADP on OTC Meds	12.8%	13.6%	11.6%	11.2%	22.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	14.3%
DISEASE CASES													
HIV Test Done	382	332	303	340	428								1785
HIV Cases	7	7	9	9	8								40
AIDS Cases	0	0	0	0	0								0
Hepatitis Cases	100	84	101	109	95								489
Syphilis Cases	0	0	0	1	0								1

PRIME CARE MEDICAL, INC. +

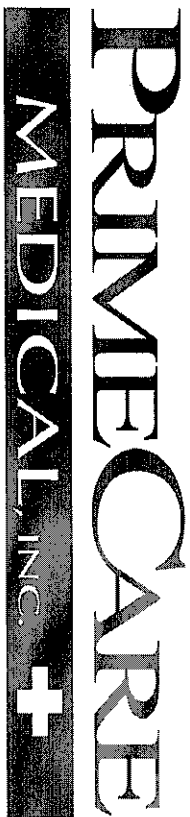
Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Gonorrhea Cases	0	0	0	0	0								0
# of Pregnant Females	9	6	7	5	13								8
# of Miscarriages	0	0	0	0	0								0
# of Abortions	0	0	0	0	1								1
# of Deliveries	0	0	1	0	0								1
# of patients isolated to rule out MRSA	2	1	4	3	1								11
# of confirmed MRSA cases	0	1	1	1	1								4
TB Treatment	1	2	1	2	2								8
PPD Test	385	300	353	350	495								1883
(+) PPDs	6	4	9	8	8								35
RPR Test	5	2	4	2	8								21
CHRONIC CARE													
# of Chronic Care Asthma/COPD/Pulmonary	39	39	43	36	29								186
# of Chronic Care Diabetes/Endocrine	48	52	50	62	50								262
# of Chronic Care HIV/AIDS/Hep C	107	91	110	118	103								529
# of Chronic Care Hypertension/Cardio	110	112	116	104	82								524
# of Chronic Care OB/GYN/Pregnant	9	6	7	5	13								40
# of Chronic Care Seizure/Neurology	22	21	19	18	13								93
PRIMECARE RESPONSIBLE													
Monthly Environmental Checks		2/28/2018											
Staff Meeting Date		2/15/2018	3/28/2018	4/25/2018									
QI Meeting Date			3/15/2018	4/19/2018									
Number Chart Audits													
Quarterly Administrative Meetings													
Quarterly Infection Control Meetings	NA	NA	NA	NA									
STAFF IN-SERVICE TOPICS													
Bi-Annual Orientation Review, PPD, TB Treatment and Prevention													
Annual Policy Review, MRSA Recognition and Treatment													
Nursing Protocols, RN Health Assessments													
Triage/Disaster Training, Seizure Training													
Psychiatric/MH Emergencies/ Suicide Prevention													
Sexual Assault/PREA													



Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Medication Administration													
Patient Safety/Workplace Safety													
Dental Assessments													
Sexual Harassment, HIPAA (Corporate), Hospice/Palliative Care in the Correctional Setting													
Management of the Pregnant Female, Detox Protocols													
Medical Assessments/BBP													

AVERAGE DAILY PARTICIPATION

Average Daily Participants: MAY 2018

Community Employed Males:	48
Community Employed Females:	02
Community Service Males:	10
Community Service Females:	00

Inmates in Treatment Programming:

Males:	01
Females:	00

Inmate Trustees:

Male:	03
Female:	0

Unassigned Inmates housed in Work Release:

Males:	08
Females:	06

WORK RELEASE REPORT –MAY 2018

MAY 2018

New Placements:	Male: 17	Female: 02
Pre-incarceration Employment;	Male: 14	Female: 0
Employment secured by inmate	Male 0	Female 0
Employment secured by WR	Male 05	Female 0
Removals from program	Males 01	Female 02
Suspensions	Males 01	Female 0
Releases	Males 22	Female 03

WORK RELEASE FINANCES

	<u>05/2018</u>	<u>TARP</u>
Board and Lodging	13,845.09	804.00
Fines and Costs	17,615.00	597.00
Drug Test Fee	393	21
Family	22,327.76	200.00

COMMUNITY SERVICE MONTHLY STATISTICS

MAY 2018

DAYS	PROJECTS	# inmates	HOURS	Dollar amt
21	CITY STREETS	4	224	\$1624.00
1	BOOK PICK UP	2	11	\$79.75
25	IN PACT MINISTRYS	5	1000	\$7250.00
01	VOTER REG	2	135	\$978.00
06	MAKE A WISH	5	30	\$145.00
01	BOOK SALE (set up)	7	105	\$761.25
01	BOOK SALE	9	126	\$913.50
01	BOOK SALE (take down)	6	30	\$217.50
01	SR. GAMES (set up)	5	20	\$145.00
01	SR.GAMES (take down)	5	20	\$145.00
15	VOTER REG	2	135	\$978.50
May 2018 11		52	1836	\$13237.50
YEAR TO DATE 2018 30		134	6397	\$35406.50
May 2017 TOTALS 10		45	1911	\$13854.75
YEAR TO DATE 2017 30		125	5689	\$40738.50

**COMMUNITY SERVICE MONTHLY REPORT & STATISTICS
MAY 2018**

submitted by: Dave Leeper

date: June.8,2018

During the month of MAY. There was a total of 11) project the prison community service detail took part in. The duties performed were helping the Library with their book storage also helped with the book sale.. Also, the city streets department was helped with the cleaning of city streets. Also, In pact ministries and Voter reg and Make a wish along with the Sr.Games were helped. Also, a total of 71 background checks were done.

COMMUNITY SERVICE MONTHLY REPORT AND DEMOGRAPHICS FOR May 2018

DATE: JUNE.8 ,2018

	MAY17	17TOTALS	MAY 18	TOTALS 18
# Inmates on program	09	52	10	49
Average age	34	35	35	35
Skilled Labor	01	03	00	02
Un Skilled Labor	08	49	10	46
White	06	36	07	38
Black	00	05	00	06
Hispanic	03	12	03	09
Asian	00	00	00	00
#inmates used	45	125	52	132
#projects	10	30	11	30
# man hours	1911	5689	1836	6397
Total dollar amount	13854.75	40738.50	13237.50	35407.25
#inmates removed	01	02	00	01
past participant	02	06	01	05

LANCASTER COUNTY PRISON

Inmate Services Department

May 2018 Monthly Report

E. Chambers – Inmate Services Specialist

Inmate Services Specialist Chambers is responsible for completing the initial inmate services intakes for new commitment inmates housed Level 5. She provides inmates with an orientation of general rules, and specific information pertaining to Lancaster County Prison inmate procedure. Inmates are also given handouts consisting of mental health, suicide prevention, recovery/rehabilitation providers, self-sufficiency reference guide, education/employment, drug court, veterans court, mental health court information during their intake process. She also completes PREA reviews of inmates that have been incarcerated for approximately 30 days housed on Level 5, and 3-2. She assists inmates in completing applications for various programs to be utilized upon their release such as Reentry Management Organization and Medical assistance. Inmate Services Specialist Chambers assists inmates by obtaining requested court information, responding to inmate requests, facilitating phone calls/conferences, contacting attorneys, and providing general information to the inmate population. Inmate Specialist Chambers provides applications, referrals, and phone interviews to inmates for several treatment facilities in the area. She is the block counselor for 3-2, and Level 5. Housing inmates on restriction, and special statuses. She reviews all inmates to ensure their general wellbeing, and their need for continuation or removal status. She continues her duties as the Veterans Court lesion. She works directly with the Veterans court team, attending court and team meetings weekly.

S. Coleman – Classification Specialist

Classification Specialist Coleman did complete classification duties to include entering info into UCM and Classification spreadsheets. In addition, requests were answered over a month period all were copied and placed in inmate's behavioral files. He did answer phone calls for blocks Class and Ad-Seg and all information was documented in UCM. Counselor did train new staff in Defensive Tactics and CERT but did not train with NHT due to manning issues. He did visit Ad-Seg on different occasions and did note this in the POB. He also is updating the classification policy with ISS Warfel and Classification Specialist Garcia, Loida.

N. Dickson – Inmate Services Specialist

Counselor Dickson responds to inmate questions on all housing units, at night. She is responsible for ALL G-1 intakes. She continues to call, e-mail and holds conference calls with various inmates' attorneys, ICE as well as Adult Probation and Parole services. Counselor Dickson assists inmates in obtaining information about their cases including: court dates, communicating with their attorneys, parole plans, Sentencing dates and Birth certificates and social security cards. In addition, Ms. Dickson conducted AA/NA/RECOVERY GROUP meetings for females and males. Counselor Dickson also clears inmates off status and moves inmates out of G-1. She has been assisting with a mental health group on Wednesday afternoon in partnership with Mental Health America. She also gives new commits (G-1) an intake packet. It provides, visitation times and days for every block, hands out a 2-1 application, if inmates want to participate in the program, a suicidal hotline paper, and information on rehabs, jobs, food, health insurance and many other benefits in the Lancaster area. Also, provides inmates with drug, mental health, VA court

applications. She also, helps with Family services advocate, to schedule meetings with inmates and their children, also, helps make sure the application are filled out properly. And at time with CYS, if there is a court order for visitation. She is currently the notary at LCP. She also conducts 30 PREA reviews for G-1.

L. Garcia – Classification Specialist

Classification Specialist/ Inmate Services Specialist Loida Garcia continues to do her daily duties associated with the classification office. Garcia, L continues to complete a daily move sheet, checks the board in commitment for open cells, and conducts a board check to correct and match movement in UCM. Garcia L. reviews the inmates in G-1 (intake unit) and moves them to their appropriate housing area based on their security classification level, behavior, PREA review, other information received from internal investigation and or outside law enforcement agencies, and the needs of the prison. Garcia, L. also makes move upon the request from other counselor and departments such as work release, ITP, and medical. Garcia, L. also reviews request from inmates pertaining to moves and when appropriate interviews inmates to determine if a move is necessary. Garcia, L is also the inmate services specialist for 3-1. Garcia, L. assists inmates by responding to inmate requests, facilitating phone calls/conferences, contacting attorneys, and providing general information to the inmates on 3-1. Garcia, L. provides applications, referrals, and phone interviews to inmates that need it. Garcia, L. also completes PREA reviews of inmates that have been incarcerated for approximately 30 days housed on 3-1. Garcia, L. also assisted with translating for the Commitment unit, Inmates, family members of inmates and others that only speak Spanish.

M. Garcia – Reentry Caseworker

Marisol Garcia, is the new Reentry Case Manager at the Lancaster County Prison. She did see inmates throughout the month of May, she facilitated phone calls to Inmates from their lawyers, Family members, Housing advocates etc. She assisted inmates in looking for places to go upon release from the institution, as well as just listening to them. RCM Garcia provided applications to Inmates who requested assistance with the following: Welfare benefits, Mental Health, Drug court, and Veteran Court applications. RCM Garcia has also contacted families with their loved one's concerns, and any instructions needed for visits, phone calls, or any resources upon discharge. She has also filled in the Classification Department, when needed in the month of May, as well as intakes in our intake block. She also completes PREA reviews every week; and Intakes as needed. She also aids the ISS's when they need the assistance. She has attended Mental Health meetings held here at the facility. She has been the liaison between, Private Lawyers, Public Defenders, Probation & Parole officers, as well as representative of Justice and Mercy. She has also assisted Inmates and their families whom do not speak English. RCM Garcia is also one of our RHU Hearing chairman, she is responsible for conducting our female RHU hearings; as well as sitting in the board for the male RHU. RCM Garcia has also assisted our Spanish speaking population as needed throughout the month of May. She also attended mandatory trainings for the month. RCM Garcia toured more than 6 Recovery houses in the area, as well as halfway houses. She has opened a communication tunnel between our facility, and some resources our County has to offer. She has also been able to place some of our inmates in much needed housing. She is responsible for making sure the New Beginning's program runs smoothly here at the Prison.

A. Miller – PREA Specialist

PREA Specialist Alex Miller is responsible for ensuring that the facility maintains PREA compliance. She is responsible for reviewing inmates who are identified as a potential sexual victim or

potential sexual predator based on the PREA intake every 30 days as well as the inmates on her assigned housing block. She also handles inmate reports of PREA incidents, assists with investigations as needed and enters the information into the PREA database. After a PREA incident is reported, she is responsible for informing the inmate of the outcome of the investigation and monitoring said inmate for retaliation for a period of 90 days. For the month of May, there were no allegations of inmate on inmate or inmate on staff sexual assault. She also assists with intakes when necessary. At the time of intake, she goes over an orientation with the inmate that includes various topics, hands out a 2-1 application, if inmates want to participate in the program, suicide hotline information, and information on rehabs, jobs, food, health insurance and many other benefits in the area. Also, provides inmates with drug, mental health, and VA court applications when requested. PREA Specialist Miller assists inmates in obtaining information about their cases, such as court dates or release dates and answers all requests and direct services for 2-2. She calls, e-mails and holds conference calls with inmates' attorneys and probation officers. She also assists with the female intakes and the classification department, as necessary. She assists with reviewing inmates on special statuses, to determine if they can be removed. PREA Specialist Miller holds a parenting class, that allows inmates to participate in a "Reading for your Children" program after completion. This program allows inmates to read a book while being recorded, and then she sends the book and DVD to the inmate's children. She also coordinates and assists with sexual assault counseling every Tuesday and Thursday, provided by the YWCA.

H. Nunemaker – ITP Coordinator

Counselor Nunemaker is responsible for hiring male inmates to work in the kitchen and supply. She is also responsible for all inmate pay at Lancaster County Prison. Counselor Nunemaker is also the block counselor for the male inmates on C-Main. This involves, answering inmate requests, facilitating phone interviews with various halfway houses and responding to problems regarding inmate pay. Counselor Nunemaker completed inmate pay every Monday morning. 30 day PREA reviews were also completed this month. She also responded to inmate requests and all questions from the inmates on C-Main. Local MDJ offices were continued to be contacted for any inmate on C-Main that wanted to try and resolve traffic and non-traffic warrants before their release. Counselor Nunemaker visited the Penn Manor High School to pick up books from a book drive put together by the students. Close to 6,000 books were donated to LCP..

Q. Shaffer – Inmate Services Specialist

Throughout the course of this month Counselor Shaffer, Quinn as part of the Mental Health Court Team attended several Mental Health Court Team Meetings along with Mental Health Court Sessions. He has also completed several PREA Reviews as well as General Inmate Intakes. Counselor Shaffer did also meet with several inmates to go over any questions or concerns that they may have on units MHU and 3-5. Along with the in house Mental Health Meetings Counselor Shaffer also attended a Mental Illness Substance Abuse Team (MISA) Preparation Meeting as well as a MISA Meeting at BHDS Main office 150 North Queen Street. Also on Tuesdays Counselor Shaffer participated in Prime Care's Mental Health meetings which are held every Tuesday. Counselor Shaffer also allows the opportunity for inmates to keep journals, and provides them with topics and ideas on what would be positive for them to reduce recidivism for example setting realistic and achievable goals over the span of 1, 3, and 5 years, along with many other topics. Counselor Shaffer also met with several inmates over the course of the month to have release of information forms signed and to explain what Mental Health Court is. Shaffer is also another one of our RHU Hearing chairman, he is responsible for conducting our MHU hearings; as well as sitting in the board for the male RHU. Shaffer has also assisted several people with filling out applications for Salvation Army and for Mental Health Court.

C. Young – Drug and Alcohol Specialist

Drug and Alcohol Counselor Chelsea Young is the block counselor for D-Block and D-Block Annex. Her housing units include ITP females and work release females. She does assist inmates by obtaining release dates and case information, assisting inmates with Birth Certificate/Social Security/Medical Assistance applications, contacting attorneys, facilitating treatment/rehabilitation options for inmates, and responding to inmate requests. Counselor Young completes 30 day PREA reviews as well as male and female intakes when necessary. Young has also completed classification training, and she will cover these responsibilities when needed. She is currently working closely with Work Release, AA and NA programs for the women, and will be assisting with the upcoming AA meetings for Work Release men. She has been independently conducting AA and NA groups for women on Tuesday and Wednesday evenings. Young has spent many hours observing other Drug and Alcohol counselors within the prison, expanding her knowledge in completing Vivitrol applications, conducting D&A meetings, and the general activities and procedures of the 2-1 block. Counselor Young has also been assisting with the 2-5 counselor responsibilities such as answering inmate requests, obtaining case information and court dates for inmates, and providing them with resources necessary for their release. Young has been facilitating phone calls to inmates from their lawyers, family members, insurance companies, etc. on the 2-5 block. Most recently, Drug and Alcohol Counselor Young has taken on the role of Drug Court Representative for the prison. She has participated in the Drug Court treatment team meeting and has attended two court sessions where each participant must report every Tuesday afternoon. To better understand the treatment court process and proceedings, Counselor Young did attend Mental Health Court with Counselor Shaffer and Veterans' Court with Counselor Chambers. Lastly, Counselor Young has been avidly searching for new Drug and Alcohol training opportunities to further her knowledge in this field.

**SUBSTANCE ABUSE DEPARTMENT
LANCASTER COUNTY PRISON
MONTHLY REPORT**

Norbert Sotomayor , BA CADC

Month: May, 2018

<u>Statistics:</u>	<u>Year to Date</u>
Number of Requests: (May requests were not counted)	1367
Number of Inmates Seen: 102	1011
Number of Inmates moved to 2-1: 52	249
Number of Inmates who completed 2-1: 14	51
Number of Inmates who failed to finish 2-1: 39	156
11- released	68
08- did not do assignments	24
12- disciplinary problems	38
00- asked to move	2
00- went to work release	2
00- went to MHU	1
00-moved by classification	02
00- protective custody	0
08 -went to ITP	19
Number of AA/NA Meetings: 12	60
Number of Substance Abuse Groups: 32	160
Number of Evaluations done for court/legal system:2	22
Number of outpatient counseling appointments set up: 0	0
Number of Referrals to Teen Challenge, Potter's House: 4	26
Salvation Army, RMO, recovery houses etc.	
Number of Treatment Court applications: 3	24
Number of Vivitrol applications: 6	449

Drug and Alcohol Counselor Mary Clary retired on 5/29/18.

MAY, 2018
SUBSTANCE ABUSE EDUCATION UNIT
PARTICIPANT PROFILE

Compiled by: Norbert Sotomayor, CADC & Mary Clary, CADC / Lancaster County Prison.

SUBSTANCE ABUSE EDUCATION UNIT

INMATE PROFILE

MAY, 2018

	Month 2017	YTD 2017	Month 2018	YTD 2018	Comments
Number of inmates placed on pod 2-1	31	440	52	249	
Number of inmates previously on pod 2-1	10	171	18	86	
Number of inmates that did not complete 2-1	20	257	39	156	
Why they did not complete 2-1	-----	-----			
problems					
Disciplinary	00	38	12	38	
Released	12	119	11	58	
assignments					
Did not complete	03	40	08	24	
Asked to move off	01	17	00	02	
Went to work release	01	06	00	02	
Went to MHU	00	08	00	01	
Placed on P.C.	00	02	00	00	
classification					
Moved by	00	08	00	02	
Moved to ITP	03	33	08	19	
Average Age	27.9	26.8	27.0	27.2	
Race	-----	-----			
Black	05	88	11	50	
White	16	216	26	126	
Asian	00	00	00	01	
Hispanic	10	123	15	72	
Other	0	00	00	00	
Average school grade completed	11.7	11.2	11.1	11.2	
Number of inmates that furthered education	03	41	04	22	
Number with prior substance abuse treatment	21	249	30	146	

Average # of substance abuse placements	3.8	3.5	4.0	3.46	
Marital status	-----	-----			
Married	03	47	5	23	
Widowed	0	00	0	0	
Divorced	02	35	4	22	
Remarried	00	00	0	3	
Separated	02	16	3	10	
Never Married	24	332	40	189	
Substance abuse use	-----	-----			
Drugs only	16	195	24	125	
Alcohol only	2	3	2	3	
Both drugs and alcohol	13	225	26	120	
Neither	0	01	00	00	
Number of inmates incarcerated for a drug and/or alcohol related offense	24	163	24	125	
Number of inmates involved in other prison programs	15	177	20	115	
Chaplains programs	15	163	16	91	
Anger Management	07	46	07	31	
Thresholds	n/a	n/a	00	00	
Fatherhood	00	00	00	00	
Programing					
Education	00	11	01	03	
ESL	00	00	00	00	
Number of inmates previously incarcerated	28	364	46	209	
Number of inmates on 2-1 waiting list	12	68	02	65	
Type of aftercare upon release from prison	-----	-----			
12 step meetings	08	115	10	56	
Obtain a sponsor	04	65	06	32	
Nothing	05	77	07	28	
Inpatient treatment	06	79	13	54	

	Outpatient treatment	05	76	07	36	
Counseling	Religious	03	65	05	25	
	Other	05	74	06	28	

ANGER MANAGEMENT MONTHLY REPORT (2-1 POD)

Compiled by: Norbert Sotomayor BA, BA, CADC.

May - 2018

NUMBER OF PROGRAM PARTICIPANTS: Group – 7x (Counting rollovers from March and April 2018).

NUMBER OF NEW PARTICIPANTS IN THE CURRENT MONTH: Six – 6x.

NUMBER OF INMATES WHO COMPLETED ANGER MANAGEMENT: None

NUMBER OF INMATES WHO DID NOT COMPLETE ANGER MANAGEMENT: Five, 5x.

Disciplinary: N/A

Released: 1x

No paperwork/No Participation: 2x

Asked to move off: n/a

Went to Work release: n/a

MHU:

PC:

Classification:

ITP:

Moved off 2-1 block: 2x

AVERAGE AGE: 28.1 yrs

RACE:

CAUCASIAN: 4x

AFRICAN AMERICAN: 1x

HISPANIC: 1x

ASIAN: n/a

OTHER: n/a

AVERAGE SCHOOL GRADE COMPLETED: 11.4 grade

NUMBER OF INMATES WHO FURTHERED EDUCATION: None

MARITAL STATUS:

MARRIED: 1x

WIDOWED: n/a

DIVORCED: 1x

REMARRIED: n/a

SEPARATED: One

NEVER MARRIED: 4x

SUBSTANCE ABUSE USE: DRUGS ONLY: 2x
ALCOHOL ONLY: 0 x
BOTH: 2x

NUMBER OF INMATES PREVIOUSLY INCARCERATED: 5x

TOTAL NUMBER WHO HAD PRIOR ANGER MANAGEMENT TX: One

TOTAL NUMBER IF INMATES INVOLVED ON OTHER PROGRAMS: 100% (2-1 pod)

NUMBER OF INMATES IN ANGER MANAGEMENT WAITING LIST: 3x.

NARRATIVE: Anger Management Track has been running as usual: One class a week for about 8 weeks. A/M Handouts, exercises and activities are handed to the inmates for personal readings, and for completion of topic related tasks. I/M's are expected to be current with the 2-1 block 's requirements, rules, regulations, and to be active participants. All Anger M. track participants are housed at 2-1. There was no lapses or interruptions to the weekly A/M classes during this month.

Recreation Monthly Report

May, 2018

- 1.** Recreation is being conducted on a daily basis. Basketball and volleyball are the main activities for the male inmates, to include interest in table tennis, there continues to be an increased interest in ping-pong, and handball. The female inmates continue to have interest in volleyball, and exercise videos. Yoga is still being conducted in D-block, D-block annex, and 2-5, there is still a high interest in the Yoga programming. The insanity video work-out series was implemented for the C-main, ITP housing area. There is a strong interest in this exercise programming.
- 2.** Approximately 676 inmates attended recreational activities during the month of May, and 60 recreation periods were held during the month.
- 3.** Inmate cleaners were used from C-main ITP to clean the 3rd floor gym, this is being conducted on a daily basis.
- 4.** Weekly inspections of the housing area board games were conducted, and accounted for. New games were exchanged in c-main because of the condition of the games. The exercise equipment that was placed in work-release, pod 2-1, and the 3rd floor gym is being used on a daily basis. Exercise equipment was placed, and mounted in pods 3-1, 3-2, 3-5, and 2-5. Exercise equipment that was ordered was placed, and Mounted in ad-seg.

**Intermediate Unit #13
HSE Education Program - Females
Lancaster County Prison**

**May Report:
7/1/17-6/30/18 Program Year**

Total Students This Month/ Carry Over	Average Students Per Month	Year Total Served
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13/9	15.18	58
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Class Requests This Month

8

Total Students Transferred to Other Institutions	Year Total Transfer
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1	6
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Total Released from Prison	Year Total Release
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3	23
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Total GED Sections Attempted/Passed: Graduated This Month (April and May)	Year Total
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16/12:3	84/67:17
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Racial Breakdown of Students	Year to Date
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Afro – Americans	4	8
Caucasians	9	43
Hispanics	0	7
Others	0	0

Mary Edith Leichliter - Instructor

**Lancaster-Lebanon IU #13
GED/HSE Education Program - Males
Lancaster County Prison**

Monthly Report for May 2018

Total Students This Month		Year to Date
20		62
Carry over Students from Last Month		Class Requests This Month
8		41
Total Attendance Per Month (% of)		Year to Date
90%		86%
Total Students Transferred to Other Institutions		Year to Date
1		5
Total Released from Prison		Year to Date
0		8
Total Received GED/HSE This Month		Year to Date
5**		13
Total GED/HSE Subtests Passed This Month		Year to Date
15**		77**
Racial Breakdown of Students	This Month	Year to Date
African-American	6	19
Caucasians	8	25
Latino	6	19
Others	0	0

Wyman Fowler - Instructor

** HiSET results include testing on April 23rd & 24th and May 16th.

School District of Lancaster Educational Program & Lancaster County Prison				
School Year	2017-2018		Month	May
Total Students (Month)	Total Students (Year)		Special Education Students (Month)	Special Education Students (Year)
Males	14	Males 28	Males	Males 5
Females	0	Females 0	Females	Females 0
Students Under 18 (Month)	Students Under 18 (Year)		Students 18+ Enrolled (Month)	Students 18+ (Year)
Males	2	Males 4	Males	Males 12
Females	0	Females 0	Females	Females 0
Interviewed Students (Month)	Interviewed Students (Year)		Graduated (Month)	Graduated (Year)
Males	10	Males 98	Males	Males 2
Females	0	Females 2	Females	Females 0
			Racial Breakdown (Year)	5/1/18
			White (Non-Hispanic)	4
			Black (Non-Hispanic)	3
			Native	0
			Hispanic	9
			Asian/Pacific Islander	0
			Other/ Mixed	1

Chaplain's Office Monthly Report

May 2018

CHAPLAINCY HOURS

THE CHAPLAIN'S OFFICE CONTRIBUTED THE FOLLOWING HOURS FOR THE MONTH OF APRIL: STAFF – 577.5 HOURS VOLUNTEERS – 326 HOURS

CHAPLAINCY VISITS

113 ONE TIME VISITS - MALE
45 MULTIPLE VISITS – MALE

50 ONE TIME VISITS - FEMALE
23 MULTIPLE VISITS – FEMALE

INMATE REQUESTS

THE CHAPLAIN'S OFFICE PROCESSED APPROXIMATELY 924 INMATE REQUESTS.

DEATH & MEDICAL EMERGENCY NOTIFICATIONS

THE CHAPLAIN'S OFFICE WAS INVOLVED WITH 16 DEATH AND 5 MEDICAL EMERGENCY NOTIFICATIONS THIS MONTH.

CORRESPONDENCE BIBLE STUDIES

EMMAUS BIBLE STUDY	DISTRIBUTED - 28	COMPLETED - 18
	ACTIVE STUDENTS - 8	NEW STUDENTS - 1
SPANISH EMMAUS BIBLE STUDY	DISTRIBUTED - 2	COMPLETED - 0
ROMANS BIBLE STUDY	DISTRIBUTED - 40	COMPLETED - 22
GOSPEL ECHOES STUDY	DISTRIBUTED - 14	COMPLETED – 11
SPANISH GOSPEL ECHOES	DISTRIBUTED - 1	COMPLETED - 0

CLERGY VISITATION

154 CLERGY VISITATIONS WERE SCHEDULED THROUGH THE CHAPLAIN'S OFFICE.

GROUP SESSIONS

NUMBER OF GROUPS	88	TOTAL ATTENDANCE	756
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CHURCH SERVICES

NUMBER OF SERVICES	42	TOTAL ATTENDANCE	881
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MAY 2018

Chaplain's Office

Activity Sheet Monthly Report

	services conducted	services year to date	average attendance	attendance year to date	attendance per service
Protestant Worship Services					
Sunday 2-1	4	21	35	824	39
Sunday G-1	4	4	28	103	25.75
Sunday WR	4	19	16	316	17
Sunday Women	4	21	31	815	39
Wednesday MHU	5	20	16	291	15
Wednesday 3rd	4	19	21	317	17
Wednesday 3rd	7	36	16	597	17
Saturday 2-2	4	19	8	473	25
Saturday ITP	4	18	34	164	9
Catholic Services Bilingual					
Mass 2nd floor Men	0	3	ERR	25	8
Mass 3rd floor Men	1	6	6	28	5
Bible Study 2nd, M & grd	4	16	12	151	9
Bible Study 3rd	8	41	4	177	4
Study Group - Women					
Meditation	3	14	4	96	7
Study Group	5	21	12	338	16
Catholic Studies	3	13	5	71	5
Study Group - Men					
2-1	7	36	14	466	13
Celebrate Recovery	2	16	15	177	11
2-2, M & grd	5	22	18	374	17
3rd	12	53	4	193	4
Work release	5	19	11	280	15
Spanish 3rd	12	52	4	207	4
Spanish 2nd, M & grd	4	17	10	204	12
Work Release - Thurs	4	17	5	132	8
D & A Programming					
Inside Out 2-1	4	20	19	392	20
Women	3	19	9	242	13
Muslim Services					
Friday - Juma 3rd	3	20	5	85	4
Friday - Juma 2nd, main & Ground	1	6	3	13	2
Friday - Juma Women	1	1	3	3	3

ADMINISTRATIVE SERVICE STATISTICS

Lancaster County Prison
Population Summary 2018

In-House Only as of January 1, 2018

Day of Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	791	832	848	856	886							
2	787	831	828	833	888							
3	799	833	840	823	878							
4	783	829	845	824	895							
5	785	834	847	819	900							
6	781	860	852	831	899							
7	781	867	863	837	888							
8	770	864	855	839	887							
9	775	869	846	834	894							
10	774	869	851	838	896							
11	775	871	856	847	889							
12	786	858	867	851	896							
13	791	867	879	852	900							
14	795	854	873	859	898							
15	802	861	869	862	896							
16	792	846	868	858	903							
17	799	853	873	873	898							
18	816	863	872	872	887							
19	823	864	864	863	888							
20	833	862	857	861	891							
21	838	860	858	866	885							
22	843	857	836	867	890							
23	846	858	836	867	887							
24	836	861	843	854	881							
25	823	867	848	859	878							
26	833	857	843	865	887							
27	841	855	847	872	894							
28	844	847	846	881	894							
29	839		839	883	890							
30	844		846	882	904							
31	838		853		911							
Average	808	857	853	854	892							
YTD Average	808	832	839	847	857							

2018 Per Diem Costs

Month	Date	In-House Population	Daily Operating Expense	Per Diem Rate	Y-T-D Average
January	1/9/2018	770	\$74,056.76	\$96.18	\$96.18
February	2/5/2018	829	\$74,056.76	\$89.34	\$92.76
March	3/12/2018	856	\$74,056.76	\$86.51	\$90.68
April	4/13/2018	865	\$74,056.76	\$85.62	\$89.41
May	5/13/2018	900	\$74,056.76	\$82.29	\$87.99
June	6/1/2018	911	\$74,056.76	\$81.29	\$86.87
July			\$74,056.76		
August			\$74,056.76		
September			\$74,056.76		
October			\$74,056.76		
November			\$74,056.76		
December			\$74,056.76		

Per Diem Rate is calculated by dividing the Prison's annual operating cost (\$27,050,717.00) to a daily amount then using the in-house population to find the cost per inmate.

2018 Average Length of Stay

Average Length of Stay	May	June
Median Length of Stay	107 Days	102 days
	60 Days	57 days

